

IT Area 67 Minutes from Assembly Meeting Saturday, 10/5/13

Attendees: Marshall W/Chair; Jackie V./D-40 IT Rep; Francia C./SCAP Chair; Carol/Visitor from D-90.

Francia was having trouble logging into her email and Marshall will email Kyna/Postmaster her info so that Kyna can assist her.

During the Assembly, there were a few things that came to light that Marshall will check into:

- Is IT responsible for maintaining inventory of Multi-Lingual equipment in particular, their translation equipment.
- Apparently, one of the Spanish Districts, D-64 has a separate webpage and we would like to know if they would like us to incorporate a link on their SETA website to include that webpage information.
- On the Agenda, IT was listed as ITC-Web, and we need to clarify if we should indeed be noted as IT-Web (versus ITC-Web and/or IT). Marshall thinks it would be wise to be known as IT-Web to clarify to members that IT is also responsible for the SETA webpage.

While browsing through the SETA website to show Carol (first visit to the Assembly and relatively new to sobriety), we noticed that when we clicked on the Events Page and then clicked on a District, e.g., D-90, nothing came up, but if we went to the Home page and clicked on D-90, various events that are occurring in D-90 did show up.

- Marshall will get with Jeff/Webmaster to see if we can resolve this problem.

Prior to adjourning the meeting, Jackie asked Marshall to pull up the draft that the Committee needs to work on (hopefully at our November meetings) so that we can have a final version at some time available to present to SETA.

- Marshall will get with Steve E. to get some clarification on that document so that we will know what we need to tackle come November.

Respectfully submitted,

Jackie V.
D-40 IT Rep.