

March 24, 2016 email Executive Board Meeting

Agenda items:

1. Discussion of Webmaster's report and approval her conclusions. A vote is required.
2. Discussion of "All Aboard for Albany volunteer effort and Pre rally dates. A vote is required.
3. Announcements
4. Reports from Officers
5. Dates for our next Board Meetings
6. Other New Business, please submit in discussion phase

The March 2016 Board Meeting contained much information but minimal Board comment. The vote was unanimous, first four yes and number 5 no.

Mary Carlson has completed a tremendous amount of research and provided some sound conclusions. I include them as they are a necessary record for this meeting:

Dear Board Members -

Last month I sent out three Request for Proposals to three web developers recommended by members of our NWTFC and TrekTracks. I received three responses back:

1. One company asked very detailed questions and seemed to be interested. But after finding out how large our website is (283 pages) they felt it was too large of a project to tackle at this time. They did, however, give me some excellent suggestions and resources for my use. They suggested that we migrate to a Linux server so that we can have the Trek Tracks forum reside on the same server as the website if the Trek Tracks Administrators decided to move to phpBB as they have discussed. They also gave me a resource telling how I could change our Access Database over to a SQL database and possibly fix our Member's Only membership directory area. They suggested I build the new website on free software called Joomla.

2. Another company gave us a quote to build a completely new project using WordPress and BuddyPress for the TrekTracks forum. They suggested we move to a WordPress site/blog combo for the website, which they would build for \$795, and use an add-on program, BuddyPress, for the TrekTrax forum, which would be an additional \$150. This

price would include the design, set up and a training manual, but does not include uploading our 283 pages of website content nor does it include uploading the TrekTracks forum database. (Most developers charge \$80-\$125 an hour for such projects, so if they uploaded 5 pages per hour, it would run us a minimum of \$4500 just to upload the website pages.)

3. The other developer let me know that she currently has a lot of projects going on and didn't want to embark on another project if she knew she wasn't going to be able to give it all her attention. She did tell me that she felt we could move the website to WordPress, another free program. I am familiar with WordPress as I have my personal website on it (www.maryschitchat.com). I believe she may be available to help me with questions.

I have been in constant contact with the Trek Tracks Administrators, their webmaster Greg, and their moderators and have been included in discussions about the future of Trek Tracks. As you may remember, they are also using outdated software and need to move to a newer program before their site fails. However, their current, and most pressing issue is that their webmaster, Greg, has given them notice that he will no longer be able to do those duties after March 29th. They have been in the process of securing another webmaster. Greg has suggested several software programs for them to consider moving the forum to, but no decisions have been made as of today. There has also been talk of moving their forum to the Safari International website.

Based on all of this information, I suggest that the best course of action is probably for me to start moving the website over to WordPress.org. I can work on that without any changes to our existing website – it will be “behind the scenes”. This will take me months to do as Harry and I are in the midst of medical and living arrangement changes for his 85-year old mother. We also are still planning to be on the road from July – October.

Therefore, it is my suggestion that we possibly plan to go live with a new NWTFC website the first of 2017. We would also move to a Linux server with GoDaddy at that time as they seem to be more stable than our current Microsoft server. I believe we will be able to incorporate everything we need and want into a WordPress.org site.

That timing will give the Trek Tracks administrators time to find a new webmaster and decide what program they want to use and what their future holds. They could stay with us and plan to make their changes the first of the year when we do. Or they may choose to go with another partner, or go it alone. I will work with them and support them as I can.

Sincerely,

Mary Carlson NWTFC Webmaster

Please note that there was much written discussion concerning our Albany participation both in support of the FMCA store and a Club table with concerns about ability to adequately support each. Hence proposals were submitted as to whether we would support each.

Proposal #1

NWTFC address the website issues by taking the following actions:

- Move to a Linux server with GoDaddy
- Migrate to a new website format using WordPress.org (our Webmaster has experience on this platform)
- Webmaster has resources to provide assistance as needed.
- No funds are requested in the proposal.
- Go live with a new NWTFC website on January 1, 2017.

YES 6

NO

Proposal #2 amended by Mary:

Trek Tracks

NWTFC expresses a desire to continue to work closely with Trek Tracks in the provision of resources and a forum for Trek owners. **NWTFC will continue to host Trek Tracks until January 1, 2017** under the current arrangement on the Windows server. If the Trek Tracks administrators resolve their website and webmaster issues, and decide to remain partnered with the NWTFC, a new arrangement can be entered into. NWTFC expresses a desire to continue to partner with Trek Tracks in the future if a compatible arrangement can be established. If Trek Tracks chooses to move to another server on their own, or remain on the current Windows server after we have migrated to the Linux server, the NWTFC will no longer pay for the domain name nor their hosting plan unless approved by the NWTFC Board of Directors.

YES 6

NO

Proposal #3 Finances for web activity

NWTFC authorizes the Webmaster to spend up to \$500 for the acquisition of software programs or counsel as needed in the implementation of the new website and database associated with the NWTFC website.

YES 6

NO

Proposal/motion #4

NWTFC recommends to the Antique Powerland Rally (pre-rally) wagon masters that the rally begin on Sunday, June 19, as scheduled, with the volunteer caravan to Albany be scheduled for Wednesday morning, June 22.

YES 6

NO _____

Proposal/motion # 5

NWTFC will participate in Chapter Fair at the FMCA NW Rally in Albany by having a table with two volunteers to staff the booth.

YES _____

NO 6

Treasurer Report

The following is a revision to the numbers previously submitted; \$158 of the Harvest Moon Rally advance was for the wagon master campsite which is a true expenditure,

$\$2798 - 158 = \$2,640.$

Therefore, the correct figures are as follows:

\$1,579.30 is a cash balance in the account.

January meeting approved expenditure of \$2,640 as a reimbursement of advances for the Harvest Moon Rally at Wallowa Lake State Park.

This is a rally advance and should appear as an account receivable (or something similar) because the funds are not gone and will be paid back into the treasury as rally registrations are received.

The Harvest Moon Rally accounting will also reflect an account payable in the same amount at the current time. This will be reduced as registrations are received and monies applied.

Therefore the true balance in the treasury should be:

Cash on hand \$1,579.30

Rally advance (A/R) \$2,640.00

Balance \$4,219.30

Rally Coordinator Report

Much praise to Helen Anderson as rally coordinator for getting the rally schedule in place.

Additional rally for 2017

2017 Pre-rally (scheduled with Rally Coordinator)

Dates: June 16 (Friday) to June 19 (Monday), 2017

Place: TBD

Wagon Masters: Al and Virginia Zimmerman plus other(s) TBD

National Director

Zimmerman and Webber-Plank will be attending the FMCA NW Planning Meeting April 19 - 21 at Albany. Key focus of the meetings will be preparing for the upcoming FMCA NW Area Rally in Albany June 23 - 26.

There may also be reports from FMCA national executive board and recommendations to carry toward the governance meeting in August. I will report such activity as I become aware. I will submit a report to executive board/membership following the planning meeting. Steve will also make a verbal report.

Zimmerman will not be able to attend the FMCA NW Area Rally in June in Albany. President and alternate delegate should attend the business meeting in my place.

Zimmerman will be attending the FMCA Family Reunion August 3 - 7, 2016 in West Springfield, MA. Zimmerman should be officially submitted as the delegate of the club to FMCA NW Area secretary. Virginia Zimmerman is the national director for the Oregon River Ramblers and will be representing that chapter.

Newsletter Editor

Next addition of the newsletter should go out toward the end of April. Antique Powerland wagon masters have requested rally registrations by May 1, therefore the newsletter with registration form needs to go out before that time. Hence April 15 is the last date for Newsletter submissions to Al Zimmerman.

Secretary

There are currently 68 members and six have yet to pay their annual dues with April 1 being the drop from the rolls date. There are two that have said they will be sending a check soon.

Next Board meeting Dates:

May - email meeting

June - meeting at pre-rally in Brooks, Monday June 20.

August - meeting at rally, TBA in Port Townsend

September - meeting at rally in Wallowa, TBA

Nov - email meeting

Others scheduled as needed.