

**NEWSC
TOOLS & RESOURCES COMMITTEE
MEETING MINUTES
MAY 5, 2008
ATLAS MILL – SEH**

Attendees: Jeff Mazanec (Chair), Dave Johnson, Dean Schiller, Randy Junk, Janet Sosnosky, George Dearborn with guests Brian Olesen, Nick Waldschmidt, Sue Olson, Jessica Beckendorf

Absent: Jeff Elrick

Minutes Taken by: Luann Rudolph (NEWSC Coordinator)

SUMMARY OF ACTION ITEMS:		
<u>Name</u>	<u>Action</u>	<u>Deadline</u>
Nick Waldschmidt	Check NEWSC budget to ensure funds available for transitioning both NEWSC members site and NEWSC public site to buildmyownsite.com	5/12/08
Luann Rudolph	Bring 50 copies of buildmyownsite.com proposals to full consortium meeting	5/12/08
Luann Rudolph	Speak to UW-Extension to gain permission to use graphics and other information they have created regarding stormwater pollution	Next Meeting
Jeff Mazanec	Distribute working document containing recommendations made at this meeting to committee members	Prior to Next Meeting

I. Meeting Called to Order at 10:00 a.m.

II. Approval of Minutes from Last Meeting

- a. Motion to approve by Sue Olson
- b. 2nd by Dean Schiller

III. Transitioning newsc.org to buildmyownsite.com

- a. Jeff Mazanec, Peter Schlein, and Luann Rudolph met with buildmyownsite.com on April 25, 2008 to discuss transitioning the existing NEWSC website from Wired Connections to buildmyownsite.com. Two quotes were received from buildmyownsite.com. The first was for services related to building a members site which would be similar to the existing newsc.org site. This site will continue to serve NEWSC members in a similar fashion and would include a secure area to house draft documents and those that should be withheld from public access. The second quote was for developing the public website (referred to at this time

as newsc.info). As proposed, services provided by buildmyownsite.com would include development of a custom website theme; set up of the secure site, updateable calendar, navigation tools, and site search capabilities; rebuilding of up 10 pages from the existing newsc.org site to be consistent with the new theme; training; and monthly subscription and hosting services. Jeff stated that the timeframe to launch the new sites would be heavily dependent on the time that it takes NEWSC to make decisions about the site including design and development of a site map.

Sue suggested that Coordinator be responsible for updating general portions of the website and have one committee member be responsible for updating content related to their work. DBS will continue to work with Wired Connections in hosting the existing site and do necessary updates until the new sites are launched.

Jeff will be doing a presentation to the full consortium at the May 12, 2008 meeting and will seek to gain the consortium's approval of the two proposals from buildmyownsite.com. Jeff asked that Nick confirm that funding is available for completing the proposed work and confirm this at the full consortium meeting.

IV. Public Website Content

- a. Sue presented information she collected from UW-Extension regarding stormwater pollution. The committee agreed that it would be useful if the information contained in the materials could be utilized on the public site, either by linking users to the UW-Extension website or by placing some of the materials directly on the newsc.info site. Luann will contact UW-Extension to find out what restrictions they may have, if any, for using the information.

Sue also discussed the NEMO presentations that Nancy brought to the meeting. The presentations were created in a broad manner that would allow the user to update and make specific to their municipality or to the topic they wanted to focus on. Sue suggested that some of the information contained in the presentations might be appropriate for use on the newsc.info website.

- b. Representatives from Tools & Resources Committee, I&E Committee, and Erosion Control Committee discussed the public website and expanded about the information identified in the 04/18/08 meeting.

Jeff Mazanec compiled the suggestions from the group in a MS Word document, which will be forwarded to all committee members. At this time, updates to the public site will be minimal as NEWSC prepares to transition site to buildmyownsite.com.

V. Action Items Reviewed and Next Meeting Date Set

Next Meeting:
May 29, 2008
10:00 a.m. – 2:00 p.m.
Atlas Mill – SEH

VI. Meeting Adjourned at 1:55 p.m.