



10.14.07 AI 10c

To: CSWEA Executive Committee
From: Eric R. Lecuyer, Executive Director
RE: Internet Report
Date: September 30, 2007

Our new Webmaster continues to provide excellent service and posts updates within 24 to 48 hours of receipt. Per SOP sections 21.2 and 21.3, these services are provided on a sub-contracted basis by the Executive Director and the current contract will run through May of 2008, with an automatic renewal unless terminated by either party.

All postings for the website must be sent to me at erlec@prodigy.net for posting. Some items have been sent directly to the webmaster and since he doesn't know the source of the update and whether the item is appropriate for posting, he must send the item to me for review prior to posting.

I have had to work diligently to get Section events and committee reports and roster updates from each of the State Sections. Please advise all Committee Event Chairs to forward me information on their events as soon as possible so I can have it posted. Also, the ability to register/pay for States Section events on line is being under-utilized and I would suggest that the Sections pursue this option. The IL Section used on-line registration for the Fall Quick Talks and experienced no problems.

Additionally, I need to receive information for postings from committees (such as committee rosters, meeting minutes and activities.) I also need these items for the Student Chapters, which has been a goal generated at our CSX' ideas.

I am working to get the Award's toolbox created and posted which will hopefully make it easier to complete the nomination process.

The ownership of www.CSWEA.org and the billing information is being transferred to CSWEA. It had been listed with the former webmaster.

The use of Constant Contact for broadcast emails has also been effective in disseminating information and marketing our events. I will continue to make somewhat judicious use of this tool in order to avoid irritating our members to the extent that they request to be deleted from the email list. We currently have email addresses for about 900 of our members, and the percentage continues to increase regularly.