

LAMOILLE FIBERNET COMMUNICATIONS UNION DISTRICT  
WEBSITE COMMITTEE MEETING

Monday Sept 14, 2020 at 5:30 p.m.

DRAFT MEETING MINUTES

**Attending**

Paul Warden, Chair  
Jane Campbell  
Jack Wool, Clerk  
Lea Kilvadyova

**Call to order**

Paul Warden called meeting to order at 05:30pm

**Agenda additions/deletions**

Email discussion (Lea)

**Public Comment**

None

**Email Q&A:**

What emails do we actually use?

Lea will retain her LCPC account and monitor the [info@lamoillefiber.net](mailto:info@lamoillefiber.net).

Lea suggests that we rethink general accounts. Each board member has an account in their own name.

There is a general discussion. Question was on if someone leaves the board. The emails are public record. Is there an administrative override to get to old email accounts?

Jane will take over email set up and information to new users (temporary).

Questions need to go to Elisa.

What is the best way to communicate to the board?

Lea will speak to the current chair to simplify emails for his account.

Lea will communicate the email steps to the board.

Paul asked Elisa to turn on SPAM filter.

Paul review add and delete feature.

Paul asked Elisa to set up public record tag line.

Lea recommends group calendar for 25\$/year.

Jane had questions if zoom calls can show up on calendar at the email server.

Lea suggests that she explores it with Elisa.

**Lamoille FiberNet calendar system Approval**

Jane Campbell moved and Jack Wool seconded to approve using the online calendar unlimited account for 24.99\$/yr., Vote: 3-0-0.

### **Review of Minutes from Sept 3, 2020**

Jane Campbell moved and Jack Wool seconded to approve the draft meeting minutes from Sept 3rd, 2020. Vote: 3-0-0

### **Website Discussion**

Paul communicated with Elisa and text is ready to go. Elisa still wanted to communicate with Caroline as to correct punctuation, grammar and spacing.

### **Logo Update**

Logo discussion. Group selected "Lamoille FiberNet-01.png" with instruction to center the [www.lamoillefiber.net](http://www.lamoillefiber.net) tag. Jane will have Logo designer to talk directly with Elisa for finalization.

### **Additional Web items and FAQ**

Elisa will set up the news feature as a blog post. Posts can be given key names to facilitate searches. Jane has correction for Green Mountain Fund award at Aug 6<sup>th</sup>. Posting of final copy of by-laws. Paul to ask Lea for the final version for posting.

### **General Discussion**

Paul stated that we expect to have a draft website to review later this week.

### **Adjourn**

Jack Wool moved, Jane Campbell seconded to adjourn at 06:22pm. Vote: 3-0-0