

LAMOILLE FIBERNET COMMUNICATIONS UNION DISTRICT

Website Committee Meeting Monday, July 27th at 5:30 p.m.

MEETING MINUTES

Attending

Paul Warden, Jane Campbell, Lea Kilvadyova

Call to Order

5:33 pm

Agenda Changes

None

Public Comment

None

Website Discussion

Proposed Website Structure

- Home Page (Statement of Purpose, Member Towns, Map, Picture)
- News (Announcements, Explanation of how the LF CUD came to be)
- Public Records (Agenda, Minutes, Bylaws)
- Governance (Governing Board, Committees)
- Support (Donate, Invest, Volunteer) – this will be hidden at first and published when we are ready to solicit support
- FAQs (available now or at a later date)

Jane Campbell noted that this structure will be good for our current audience. Later, we might want to develop a page that will have information for service subscribers.

Lea Kilvadyova reviewed Lamoille Economic Development Corporation's proposal. LEDC has an in-house website development program. Through the program, LEDC offers a \$500 grant toward web site development and the use of their in-house website designer Elisa Clancy of 3W Promotions. Paul Warden will follow up with Elisa to ascertain details of the LEDC and 3W's offer and ask questions. Lea explained that if the website design services are under \$3,000, the purchase would be considered a micro purchase under federal procurement laws and no RFP will be required to solicit bids.

After Paul speaks with Elisa, the Website Committee will meet to solidify the web page structure, domain name, a process to develop the CUD's logo, tentatively on Monday, Aug 3rd. The goal will be to have a recommendation to the Governing Board at their next Board Meeting on how to proceed with the web site development.

Adjourn

6:11