

TRAILER ESTATES PARK AND RECREATION DISTRICT

Website Committee Meeting
December 6, 2007 – 1 PM

JAN 7 2008 AM 9:15

Those present, introduced themselves,

Present: Kay Hislop, Shirley Klotz, Bruce Smith, Ed Ogle, Chairman John White

Guests: Joan Deitz, Walter Deitz, Chet Force, and Flo Mallory
Pam Cole, Bob Durrin, and Bev Lew arrived later.

The Trailer Estates website has been established as: trailerestatesparkrecreadist.gov. and our goal is to be on line by January 1st, 2008, after a presentation to the Board at their December 17th meeting. We plan to have a book of Committee Minutes and a book of Procedures available soon for the Website Committee.

Kay read minutes of November 15th meeting. Minutes of November 1st and 15th were approved as read.

Bruce spoke about the need for a dedicated computer, perhaps hosted by 2 or 3 webmasters. John, Kay and Bruce will operate as webmasters when the site opens, with other interested members and residents learning its operation. The decision is yet to be made on the placement of the equipment. John will use a new e-mail address for "Webmaster @ TE", "trailerestates@yahoo.com" and any mail sent to him could be forwarded to other members upon receipt. This would eliminate the problem of not having a full time resident to work on any problems. We should give some thought about the placement of computer to operate the website, with internet connection, scanner, printer, etc Also, to having classes on the use of the computer and how to reach the website, etc.

We will obtain documents to be uploaded, i.e., Trustees' Agendas and Minutes of Meetings, etc. John White will be the acting Chairman of the committee beginning December 1st.

Trustees have allocated \$3,000 for the website development.. We estimate beginning expenses to be less than \$200.

Bruce suggested we use the services of Linux as our host. He is presently using that site and describes them as helpful and has had no problems. He also knows of other web users who have had good experience with them.

A few pages of the "sample" website were available and comments and changes were made on each section. For example, the elimination of the Shuffleboard and Marina links at the present time, and a change in the calendar items.

There was discussion about the presentation to the Board. Is it necessary to first have their approval before going forward further with expenses. Inasmuch as we had previously been commissioned with the assignment to study and come up with a new website for TE, and money had already been placed in the budget, that we should be able to expend a small amount for presentation to the Trustees.

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We plan to meet twice or more a week if need be—however often necessary to have obtained our website and present a site to the Trustees by the 17th of December. Possible schedule: 12/9, 12/10, 12/11, 12/13, 12/15, 12/18, 12/20.

Meeting adjourned 3:15 p.m.
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Notes below are for use of possible additional pages or items for pages already linked.

- Amenities/Activities: ---- Clubs/Organizations
- Large swimming pool/hot tub
- Shuffleboard and National Tournaments
- Exercise Room
- Pool/Billiard Room
- Share-A-Craft
- Hobby Club
- Video and Computer Labs
- Cards, Dominoes, Bowling
- Seasonal weekly dances
- Bingo
- Ceramics
- Dance Classes
- Wood Shop
- Laundry
- Post Office