

# Website manager's report for period ending January 31, 2024

## SUMMARY

- A few routine website maintenance tasks were performed; there were no major website issues.
- An informational website discussion with AAC was held, and a page-porting test was performed.
- The January eBridge was distributed.
- As in December, a complimentary eBridge was sent to retirees who might be candidates for membership.

## DETAILS

### (1) Website Maintenance and Updates

- I updated the event schedule page to keep the information current.

### (2) AAC merger

- I had an informational discussion with Keith Hughes (AAC chairman) and PJ Hughes (AAC website manager), that was very helpful. I learned that PJ uses the GoDaddy web page builder, but she would need to learn a different page builder to work on the HRSC Newtek-based website. GoDaddy fees appear to be higher than Newtek's, and PJ is also paid for her services. I'm awaiting clarification on these costs, and also an estimate of the costs for 2025, assuming we used the AAC GoDaddy-hosted website as the basis for our new merged website. (If we used the HRSC Newtek-based website, 2025 costs would be \$191.39.)

- I tested transferring pages from the AAC website to ours by opening them in my web page builder and saving them to a test area on our website. The test was successful, and took 30 min. for 11 pages. Click below for a test file accessing the 11 pages.

[aac-port-test](#)

(I assume PJ could do the equivalent at GoDaddy, but I'm not familiar with the GoDaddy page builder.) This technique is useful as a proof of concept, and for gradual page-by-page porting, although for a full port we might transfer the entire directory structure by doing cPanel backup on the source site, then cPanel restore on the destination site. (cPanel is a control panel on Linux websites used for management of website files, email, etc.)

- I supported Doug Metzger's meeting that identified the HRSC position on several aspects of the merger, including website and email.

### (3) eBridge Distribution

- I distributed the January eBridge and no delivery failures have been reported, although I got a report as a result of the solicitation email from someone who said she hadn't received an eBridge for months. I sent her the January eBridge, which she received, but she did not provide any information to help me determine her problem.

### (3) Distribution of renewal/joining solicitations

As in December, I sent out a complimentary eBridge with an informational cover message about HRSC to a list of 167 addresses generated by Ted Rees with input from Mary Barkl and Kay Nye. To date, six new members have enrolled.

Kevin