

# ILA Web Master Report

1/14/04

## Proposed Updates to Site

- Reorganize site as detailed below
- Setup mailing group for officers  
(This is a feature available through our new site host.)
- Use ILA logo in graphics
- Update the look of the site
- Organize minutes section
- Add search function to the site  
(This is a feature available through our new site host.)
- Add a contact form
- Update backend  
(Use includes rather than shared borders)

## Question

- Do we want to use the site as an archive for minutes and reports, or for current use only (ie. keep for 1-2 years)?

## Request

- Would officers and interested parties scan their sections of the site, and inform the web master of out-dated and out-of-place pages by Feb. 6th?

More officer involvement will improve the quality, consistency and timeliness of the site.

