

Community Council Notes March 11, 2018

Att: Alec, Chris (fac), Persten, Duija (notes)

March 25 Staff Meeting updates

Only 2 Rsvp's until now.

Duija will facilitate and will make an agenda proposal.

April 7th Special Dance

Alec made a poster and Chris posted it on Meet-up.

Domain Names

The Domains are in our name. The .org name is renewed for 5 years and the .com will be renewed in July.

Email Addresses

The email address we had went to no-one, except Michela, who didn't realize she was the only one getting them. There were over 823 emails, mostly spam.

Chris got another email address through Go-daddy for \$4.27 a month (\$256.51 for 5 years). He got 100 free forwarding addresses.

All the log in info and passwords are in a file in Dropbox, also password protected.

Duija will be back-up.

We consense to reimburse Chris for his expenses.

Dropbox

Chris started a new Dropbox account because in the old one everybody could post things and then they were the only once who could change things.

Our new account is under manager@EDSF.org and we can post things via Chris.

Chris changed the system so things are filed under descriptions instead of names.

Website

The Bylaws and other legal info is now on the website, also for now under the Community tab. The agenda's are also posted on the website.

Tracy C wants to be the contact person for press and high profile people and the day to day inquiries will go to Chris.

Googlegroups

Chris made 3 google groups, Board of Directors Current, CC current, CC extended.

Bank

Chris is finally ready to sign for a debit card. Joan had to sign but now John has to sign too and then he can finally apply for a debit card.

Lawyer

The legal side was slow to proceed. Chris got an engagement contract from the lawyer and they assigned an associate.

We consense to let Chris meet with him to ask about what it would legally mean to create a membership. If the associate will say what Chris thinks he will say Chris will draft a new set of Bylaws and bring it to the meeting at the 25th. We consense maximum 5 hours.

Michela's pay/new contract

Michela's current contract was made up in Dec 2016 with Julie and was for \$50 a month for 1 to 2 hours of work.

Michela has been working more like 3 to 4 hours. She is starting to feel not so great about this, especially because she also is not getting reimbursed for het GRT.

Apart from this the she has made the following proposal:

The ED website (EDW) is a Wordpress powered website. It is self-hosted on Dewa Host, a shared web hosting company that offers several services for several platforms and CMS, but it is not Wordpress specialized.

EDW has a customized plan with Dewa Host. Here below the most relevant specs:

- EDW runs on an old version of PHP 5.2. The minimum recommended is PHP 5.6 (The world is now running on PHP 7). This results in EDW to run slow, to be inherently less secure and be denied some necessary updates and fixes.
- Apparently EDW has an allocation of 1.5 GB disk memory. More than half of that space is already used. There is very little room left for upgrades and plugins' updates, let alone for more photos, videos and content.
- EDW does not have an SSL (Secure Sockets Layer) Certificate. For more info about this, I recommend reading this recent article from the experts at HubSpot: <https://blog.hubspot.com/marketing/what-is-ssl> **What ED website needs:**
- To upgrade PHP to 5.6 or higher.
- To have at least 10GB disk space.
- There are currently 10 plugins that need to be updated in the back end of EDW.

Also Wordpress needs to be upgraded to the newer version. This to ensure your website is current and secure.

- Optionally, to purchase and install an SSL Certificate. The people at Dewa Host told me you have to upgrade to their Gold plan (\$22.95 per month) in order to bring PHP to 5.6, and in order to have 3GB memory. PS: In order to retrieve these basic info, I was put on hold for more than 15 minutes. I was never answered by a person actually here in the States. **My recommendation** is to move EDW to a better and specialized Hosting Provider. One that offers with their plan a solid back-up service, higher PHP versions, higher disk space and also ongoing support tailored around the needs of a Wordpress site.

And only after that, with a good support and reliable back-up policies, to go on and update Wordpress and plugins, one by one keeping an eye at any potential update problems.

There are several web hosts that offer services as the ones mentioned above. For myself and as a web developer for my clients, I have chosen the services of the people at CloudAccess.net.

Their Standard plan includes: up to the current PHP version, 20GB disk space, unlimited bandwidth, free back-ups and restoration, self back-ups, 24/7 support, free Wordpress support, and free basic SSL certificate. It also offers free Migration, that will cut the moving costs, reducing the work of the webmaster.

The Standard plan on Cloud Access is \$10 per month.

I can help with the moving, the updates and the SSL certificate, if ED intends to install one. The work required should take around 3 hours.* My hourly fee is \$45 + taxes.

We concense paying her for her time \$25 an hour+ GTR and to let her make the move to CloudAccess.net for \$45 an hour

Joan

Joan also would like to get her GRT paid and to be paid for actual work. She would also like Chris to take some of the physical records, deposit slips/tally sheets/check stubs and store it and has some folders with corporate reports and tax files for him.

Joan will give us the financial reports the first of the month, regardless of when we have a meeting.

We consense to pay Joan also GRT and for actual work

Ana's Ipad

Ana would like her Ipads repairs paid because it was mainly used to train students and it has wear and tear. The repairs would be around \$200. We agree to pay half of the cost.

Paypall account

Chris will ask Raphael for keys to Paypall account.

Manager job description/pay

Chris didn't manage to get to the job description.

He worked 38.75 hours from Jan 11th (+ 10/20 hours volunteer) what comes to \$1515 + GRT is \$1660.44

This is more then the hours that were allocated to him because everything was connected and it was hard to stop in the middle and all the communication subjects are sorted except for Paypall and Mail chimp.

We consense to pay him for the 38.75 hours and allocate another 20 hours for the legal part, like the writing of bylaws.

Chloe use of sound system

Cloe asked if she can rent our sound system for the weekend of the 20th for a workshop at the Railyard. Jay J will be in charge of the system.

We are happy to lend it to her.

Next meeting

Will be the staff meeting at Bourbon Grill.

Duija will facilitate and we don't have a note taker yet. Volunteers! 😊