

FSMTA Summer Executive Board Meeting
Interim Webmaster Report - #19b
 Wednesday, June 18 and Saturday, June 21, 2008
 Paramount Plaza Hotel, Gainesville, FL

Website update:

- Email links now available for all standing committee members, FSMTA officers, district and local presidents
- Announcement page updated regularly
- Conference details presented
- Competition winners posted
- Web links to all state MTNA websites available on “links” page
- Minutes and reports from Executive Board now available for view in a secure area under the “Membership” tab
- Complete list of College Council members now available on the “Membership” tab
- Members in the News page added under “Membership” tab
- Overview of current Webpage layout:

Quick Links	About	Upcoming Events	Student Activities	Membership	Contacting Us
Announcements	Mission Statement	Calendar of Events	Student Activities	Members Home	Main contacts
FSMTA Newsletter	FSMTA Officers	Arts Awareness & Advocacy	FSMTA Competitive Events	Member Application	FSMTA Officers
Member Database	Standing Committees		Competition winners	Member Certification	Standing Committees
FSMT Foundation <ul style="list-style-type: none"> • Awards • Opportunities for Giving 	District/Local Associations		Awards and Scholarships	Membership Directory	Local Association Presidents
Conference	Certified Members		Handbook	Membership Bylaws	
Links	Code of Ethics		Collegiate Student Chapters	Code of Ethics	
	Legislative Activities			Directors (Past Presidents)	
	Map of Districts <ul style="list-style-type: none"> • Rotation for conference 			Annual Awards (Teacher and Local Association)	
				College Council membership list	
				Executive Board minutes and reports	
				Members in the news	

Update on the FSMTA Directory:

- At the Winter Board Meeting, it was voted that the official copy of the Bylaws, Handbook and Membership List be the one that is posted on the web.
- As per this past year, we are no longer printing out copies of the Directory for the general membership, only a select few for the Executive Board Members and 10 for each District President. The Directory will be available to the membership on the website.
- The Membership List is being updated monthly on the web, with the current date of revision being clearly marked.
- The Directory will be divided into the following 3 sections:
 1. Bylaws/Article of Incorporation (updated annually as needed)
 2. Handbook of Officers (positions change every 2 years)
 3. Membership List (updated monthly)
- The Handbook will be labeled for each term of commitment (2007-2009, etc.)
- The Membership List will be labeled for each functional year (2008-2009, etc.)
- Previous Membership Lists will be archived and will remain on the web page for viewing
- Necessary changes and additions to the Membership List will only be made to the **current** year list.

Future plans for website:

- Add a "History of FSMTA" page
- Add a "Frequently Asked Questions" page
- Newsletter pictures will be posted in color
- Site map added to layout
- Make photo release forms available for download from the website

Reminders:

- Send any news for the "Announcements" page
- I would love to post pictures of competition winners, but **we must have a signed release form** for each picture which is posted on the website. I plan to post a downloadable release form which can be used as needed.

Respectfully submitted, Amy Turon