

**IWANE Board Meeting Minutes  
Conference Call ~ October 14, 2019**

**Call to Order:**

The IWANE president called the board meeting to order at 7:03pm. The following board members were present: Andrea Dormady (AD); Colleen Brown (CB); John Fitzgerald (JF); Eileen Flanagan (EF) and Joni Light (JL). Janel Milner (JM) joined at 7:14pm; Pat Campbell (PC) joined at 7:18pm.

**Agenda:**

A conference call was scheduled in conjunction with the general meeting as per IWANE By-laws, Article II, Section 3. JL was recording the minutes. IWANE will be referred to as “The Club” henceforth. Topics of discussion were specifically on website administration and internet committee.

**Website Administration:**

JF asked if The Club has paid anyone in the past for website design or otherwise, upwards of \$2,500.00, the cost asked by Cate Kowalski for her work. Confirmed by AD and EF, the answer is no. EF did make note that Pat Reilly had been paid a small monthly stipend for her work on the website. This was done only recently and, according to EF, because she had been upkeeping the site for several years.

JF further asked if there had been any written notes between the board and Cate Kowalski regarding any such payment for her design work. AD said no and in fact had an in-depth conversation with Cate about the website and no payment to her was ever mentioned. According to AD it was her way of helping the club. AD continued to tell the board that the archives on the website currently go back to 2015, and her concerns are to ensure all archives are somehow given back to IWANE. There was much discussion on how to get that done. There are cloud applications (Google and OneDrive, for example) that can be used to get the archives back from Pat and/or Cate, depending on who has them. AD recalls searching for details going back to the ‘70’s so they were available. How far back they go is unclear.

JF noted that, having gone through the previous board meeting minutes, there was a discussion on a web site committee. That said he was curious to know why Pat and Cate accepted to be on the committee only to resign, and who gave instruction on this web design. AD indicated that it was Barbara Kinsella who asked Pat to “revamp” the website just before the new board took office. Therefore, this board was totally in the dark to what was happening with the new site design and any changes in hosting.

JL explained as a matter of background that the email from Pat was likely in response to her email asking for the meeting to be added to the website. Pat then responded to give news that she was stepping down as administrator. Pat added that the domain name of “IWANE.org” will expire in August of 2021, and that it is not set to auto-renew as it has been in the past. She gave information on the web hosting package and said she’d work with the new administrator(s) for The Club as needed. It was in this email that Pat explained how Cate designed the website and it is her “property”. Therefore, she’ll release it to The Club for a cost of \$2,500.00. JL further explained that she was discussing this issue with Julie Schaeffer who agreed to be on the website committee. Julie designs, administers and works in IT and has experience in web hosting. All that will have to happen is for the transfer of the domain name over to Go Daddy, which is what she will use to design and host the site. Julie explained that it will be designed in WordPress which is free of charge – no cost – when using through Go Daddy. Julie also said she would waive any fee to The Club, as the cost is insignificant, and she would continue to help as a

volunteer and not seek any payment. She would be willing to sign documents confirming this as suggested by AD to keep the site in control of IWANE.

JM was concerned over the archives, especially photographs that are the property of The Club. Additionally, all other documents kept on the website, past and present, should be released at no cost to IWANE since they are the property of IWANE. JF asked how far back archives went and unfortunately nobody had the answer. Discussion continued the use of cloud storage which is free and secure, and it will allow access via the internet. The first step is to get the archives and store them in such storage. EF said she would reach out to Pat. Once she speaks to Pat, EF will confirm to JL who will then set up a conversation between Julie, Pat and herself to discuss remaining steps.

Further discussion continued about the website. All board members agreed that The Club must always have a board liaison to the Internet Committee, thus named to align with IWCA. The liaison will align with the secretary position until further notice. JF had to leave the meeting but confirmed his agreement in having Julie take on the creation of a new website, transferring the domain over to Go Daddy, and providing instructions and access to the other committee members and liaison.

Meeting was adjourned at 8:19pm.

Submitted and approved:            March 15, 2020

*Joni Light*  
IWANE Secretary