

GPVA Information Technology Committee

Conference Call Meeting

Monday, Oct. 17, 2016, 7-8pm

Dial-in Number: (605) 562-4655

Access Code: 544-104-830

AGENDA

The purpose of this meeting is to make decisions on the following questions:

- Which IT management software (Drupal, Wordpress, NationBuilder, etc.) will **cover the largest number of identified IT needs** for the GPVA? (*Full disclosure note : I, the current webmaster, own the server we're using now, and am already sold on Drupal. So it will be incumbent upon those who are sold on other services to prove that their solution is better*).
- Which IT needs are **already being covered** by other resources (e.g. Facebook, Twitter, Reddit) which we don't plan on giving up anyway?
- Which software or services (e.g. NationBuilder) **should we add** to our repertoire even if they (temporarily or permanently) overlap with existing services?
- Which IT Committee members will be **responsible for updating & maintaining** those services not specifically covered under Webmaster duties in the [GPVA Bylaws](#), or which are hosted on external sites?
- **How long will it take us** to migrate existing resources (web pages, scripts, email services, databases) to the new system?
- What will all this cost, and how much can we afford?

WHAT WE NEED YOU TO DO IN PREPARATION FOR THIS MEETING

1. Read this entire email, especially the lists of existing & proposed capabilities.
2. Visit the sites listed at the bottom of this email, and help us investigate which software supports which capabilities.

LIST OF EXISTING IT SERVICES & CAPABILITIES

1. **Website**, including pages for: Contacts, platform, bylaws, news & news archive, press releases, meeting minutes & agendas, committees, and memberships/donations.
2. **Subdomain Hosting** (kind-of): Allows locals to host their own websites on our server, e.g. fredericksburg.vagreenparty.org or www.vagreenparty.org/nrv. Difficult to set up.
3. **Email** : Mailing lists and forwarding addresses.
4. **FTP** : A file storage space on our site for retention and sharing of documents, including archives, how-to-guides, and other institutional memory. Currently very rarely used.
5. **Databases** : Membership database
6. **Scripting**: (a) New Member script, which automatically feeds the database, subscribes the new member to our main mailing list, and notifies appropriate people (new member, treasurer, local chair) of the new membership. (b) Member change-of-address script, (c) Membership reminder script, (d) Donation script which sends out donation requests to membership, (d) Voting script,

which we edit and run every four years to handle our Presidential Primary, (e) Membership database query script, which allows authorized personnel to query the membership database.

7. **Links** : To Facebook, Twitter, Reddit, and other resources.

LIST OF PROPOSED NEW SERVICES OR CAPABILITIES

1. **Distributed Remote Content Management** : The ability (via passwords) for multiple people to edit and add web pages remotely via the web, with appropriate authorization.
2. **Committee-based Content Restriction** : Goes hand-in-hand with the above -- The ability to set up special pages and resources accessible only by members of the same committee.
3. **Distributed Secure File Management** : Similar to the above and to FTP, allows people to upload/download critical institutional memory, such as archives, how-to-guides, financial records, etc., with appropriate authorization.
4. **Distributed Database Management** : Would allow authorized personnel to query & edit the membership database remotely.
5. **Financial Management** : Would allow the Treasurer a remotely-accessible means of maintaining transaction records and tracking donations.
6. **Group Calendar of Events** : So we can all post/share upcoming GPVA or local party events.
7. **Project Management ?** : Would allow committees to track internal campaigns & projects, task particular individuals, and track scheduling & status of these tasks.
8. **"Integrated Fundraising"** : Need more specificity here. What does this cover that isn't covered by other means?
9. **"True" Officer Email Accounts** : Not just forwarding addresses, but true accounts ("officer@vagreenparty.org") from which one can both send *and* receive.
10. **Wiki** : Could be used for many purposes, chief of which would be the ability for GPVA officers to record and edit their own "How-To-Do-My-Job" pages, so we retain institutional knowledge & don't have to reinvent the wheel after each round of officer elections.
11. **Member Forum ?** : Similar to other forums (fora?) seen on many commercial websites, such as NVidia, Samsung, etc., for general public discussion.
12. **Surveys** : Similar to voting scripts, which would allow us to poll our members on various topics.
13. **Page Redesign** : New logo, new page layout.
14. **Social Media Integration** : Need more specificity here. In addition to the links we already have, I can add Facebook or Twitter widgets to our existing pages in a matter of minutes, which will display the last-posted items. Is there anything else needed here?
15. **Assorted "Sparkles"** : Scrolling images, embedded audio/video widgets, Blogging, News "feeds", etc.

LINKS TO RELEVANT RESOURCES

- **Drupal** : [https://www.drupal.org/project/project_distribution/?solrsort=iss_project_release_usage%20desc&f\[3\]=sm_field_project_type%3Afull](https://www.drupal.org/project/project_distribution/?solrsort=iss_project_release_usage%20desc&f[3]=sm_field_project_type%3Afull)
- **OpenOutreach** (based on Drupal) : <http://openoutreach.org/>
- **NationBuilder** : <http://nationbuilder.com/>
- **WordPress** : <https://wordpress.com/>

Thanks,

- *Chris Fink, GPVA Webmaster*

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