

The Region 5 Media Committee (MC) Report October 11, 2020

OUTGOING Chair (*stepping-down at the beginning of the Media Committee Meeting at the Fall Assembly*) - Keri Evans, [217-714-4760](tel:217-714-4760), kevans1984@yahoo.com

BUSINESS for Fall Assembly:

1. NEED A NEW MEDIA COMMITTEE CHAIR:

Keri has been the Media Committee Chair for two years. At the Fall Assembly someone will need to step-up to do the service of acting as Chair for this committee. While acting as the Chair, the person will need to be committed to attending the R5 assemblies for at least the next year. The new person would take over as Chair at the Fall Assembly with guidance/help/training provided from Keri and Joel for this first time. Keri will prepare the meeting agenda for the committee and then the new Chair could take over the duties of leading the meeting, etc. with Keri's help. Having the most recent Chair available, is a great way to take on the new responsibility while having hands-on guidance.

- The main responsibilities as Media Committee Chair are: planning the agendas for the committee meetings; leading the meetings; emailing meeting summary reports to the committee and R5 board; presenting the summaries at R5 assemblies; and managing the scheduling/production timing and collecting/editing the articles for the new blog and the newsletters from committee and other R5 members.
- To help ease any apprehension there may be about the technical aspects of the MC Chair position, Keri plans to continue on the Media Committee for the next year and a half (since I was voted to continue as my R5 IG Rep). I am a graphic designer by profession and am skilled in that area and with website/tech stuff. So, since that is where my skills are best used on the committee (since I am not a writer), I will gladly volunteer to continue designing the newsletter (if/as it continues), and to take on the new tech role of uploading articles on the new Blog space on the R5 website.
- We had one member considering taking over (Preston), but he decided not to volunteer.
- Keri proposed scheduling a Zoom meeting on Saturday, October 3rd at 2:00 pm to talk about the Committee Chair position with committee members, but only received one response from the other members, so did not hold the meeting.

2. THE NEW BLOG on the website:

Blog has been created on the website.

- Keri plans to upload some older articles from the Newsletters, as soon as the Webmaster gives her the log-in information, but hopefully before the Fall Assembly. Then the blog will be presented to the Reps at the Fall Assembly.
 - Committee members agreed to send Keri some new articles to load to the Blog before the Fall Assembly. The articles can be about any topic you would like related to R5, recovery, and/or working the steps. People can send as many articles as they would like. The committee will collect them and then upload things on a bi-weekly timeline. **THE DEADLINE FOR ARTICLES IS OCTOBER 15th.**
3. Webmaster is currently reviewing the website for broken links and missing items. The committee has not been catching some of the website issues in our reviews. We need to continue doing these reviews every quarter of the year, but we need to be sure we are thorough and check every link. Also, if there is a broken link, we need to try to find the correct link and provide that information to the webmaster to make corrections.

OLDER BUSINESS (Spring through Summer):

1. We reviewed the R5 website as part of our ongoing maintenance of the website's content. Look for missing / unclear information or broken links. Assignments (feedback due back to Keri by the end of **July, 7/31**):
 - Christina H. - 'Welcome to Region 5 of OA' and all submenus
 - Shirley - 'Freedom from Bondage' and all links
 - Darlene D. - 'Region 5' and all submenus
 - Deanna B. - home page
 - Paula K. - 'What's Happening', calendar, and calendar links
2. From spring agenda, that we put off - Creating a blog on the website.
 - Would take webmaster 1 hr of work (\$35/hr), so it's within budget. (Joel - it will likely be 2 hours or something, which is still within budget).
 - Would need to put forward a motion to update a policy / procedure:
 - We reviewed the Policy and procedures, page 8, #4.
 - We seem to be within the procedures to do a blog, so need for a motion.
 - Board would need to approve each article.
 - Do we do the newsletter and a blog, or just a blog?
 - Both. Newsletter would be beneficial to the less tech savvy, and is only twice a year.
 - It would be in the Freedom from Bondage website section.
 - There would be a banner or something (hopefully) to show that there is a new article available.
 - There may also be an email list to notify those on it that there is a new article available.
 - Votes:

- Do we do a blog - 8 for, 0 against
 - Do we do a blog and a newsletter - 7 for, 1 against
- Gauging website traffic is a way of seeing if we need to continue with a blog and a newsletter, or just one of them.
- Recovery themed, but we also have the yearly theme.
- Release articles every 2 weeks or bi-weekly..
- Announced to the Zoom Region Reps to ask their groups and meetings and such to start sending in articles to use on the blog and in the newsletters.
- The Media Chair will collect articles, edit (with help from the committee as needed), get approval from the board (or a specified board member), and then work to get the articles loaded to the Blog on the schedule that we agree on as a committee.