

SWNI Communication Committee Meeting Minutes
Multnomah Center, SWNI Conference Room
July 26, 2011, 7pm

Present: Sharon Keast (Chair), Lee Buhler (South Portland), Mike McNamara (West Portland Park), Sylvia Bogert (SWNI Executive Director), Susan Egnor (Homestead) and Michael Kisor (Ashcreek)

Website: Suggestions for website improvements were discussed.

- Upgrade from Drupal 6 to Drupal 7: Upgrading to Drupal 7 would be a good time to modify the theme, establish a calendar that works for both the paper and website and set up static pages for neighborhoods not wishing to maintain a website. It is recommended that relational databases be migrated from MySQL to PostgreSQL for Drupal 7. Michael is researching *Aegir*, a distributed instance management system for Drupal. It would be useful in administering multiple Drupal sites; swni.org, sandbox (testing) sites and individual neighborhood sites.
- Switch from Drupal to another Content Management System (CMS) like WordPress. Much of the complaints about Drupal being too difficult for neighborhood webmasters would be the same for WordPress without better documentation and training for webmasters.
- Offer (Mac OS X's) Wiki 3 server as a simpler website building alternative.
- Host static non-Drupal neighborhood websites on the SWNI server via Secure File Transfer Protocol (SFTP) access.
- Offer email hosting for neighborhood domain names.

Sharon will create an online survey for the 17 neighborhood associations asking how SWNI can better support their websites.

Sylvia reminded the committee that we agreed to change the color scheme to green. Whatever direction is taken to improve the website, the staff will be involved. This will slow down the process since there are not large chunks of time when a staff person is available.

Server: The SWNI iMac server has reached the end of its lifespan. The new version of Mac OS X operating system, Lion (10.7) was released this week, making Leopard (10.5) obsolete and unsupported. Security updates are no longer available and the server's older hardware makes upgrading to the new operating system unfeasible. Options discussed were (1) purchase a new server, (2) co-locate by installing our server hardware at a hosting provider's facility (and managing it remotely), (3) use shared hosting (4) use a dedicated server or Virtual Private Server (VPS). The pros and cons of each option were discussed and the committee recommends purchasing a new server. Sharon will make a committee motion at the next SWNI board meeting to request support from the board for purchasing a new server.

Portland Community Media: There are 11 new community producers that have completed the Portland Community Media workshop hosted by the Communications Committee. The next workshop will begin in September and there are scholarship slots available for neighborhood associations on a first come, first served bases.

Constant Contact: SWNI will start publishing an email newsletter. The first edition will be for National Night Out. The Constant Contact database has over 600 people signed up to receive general SWNI news.

Cloud Backups: Amazon and other organizations offer free cloud space and the committee felt it should be taken advantage of for offsite backups.

Action Plan: Sharon distributed a 2011-2012 Action Plan for the committee to review and provide feedback.

Meeting was adjourned at 8:45pm.