

Web Steering Committee Minutes

05/25/25 6:00 pm-8:00 pm

The meeting opened at 6:00 pm with the Serenity Prayer and the Declaration of Unity followed by introductions. Present were Shu D. (Webservant Area 72), Patrick M. (Tech and Web Chair Area 72), Alan F. (Past delegate), Eddy M. (Past Webservant), Shane M. (DCM 12) Julie U. (PI Chair Area 72), and Jen R. (Archives Chair Area 72). Not present Shannon (DCM 9).

Reports-

Patrick reported on his experience in his role, highlighting the busyness of the first quarter and the more manageable pace of the second, his focus on balancing general service in technology and internal Area 72 responsibilities, including tech-related tasks and cataloguing activities in the Technology and AA Forum for ideas about service and tasks. What are other people are doing in other areas? He revisited the importance of documentation for future handoffs and collaboration between Web Servants and Tech and Web Chairs.

Shu reported on the tasks she has been completing, the partnership and team work with Patrick, issues that have come up, working together and separately based on areas of expertise and the future Workshops she will be holding on June 8th and July 22 covering Google email, drive, etc. She reported that her and Parick meet once a week to triage any issues they feel need attention. Shu also shared information regarding help to facilitate a district inventory for District 42.

Discussion #1

Regarding the creation of a new Area District Map to have on the website, everyone thought it was a great idea. Alan forwarded a map from 2015 to start with; Shu mentioned a digital project that Maryland had been working on and that maybe combine the two maps to come up with a current one. Might be a good project for some of the Tech and Web standing committee members to work on, we will mention it in the next quarterly. Eddy shared that we could make a free oneGoogle Maps and to check with a few Districts (10 and 40) on their boundaries and let's keep it simple. Patrick shared that we want to make sure we include the Spanish Districts on the new map, and that someone should have an editable file somewhere for us to utilize. This project was put forward as something we want.

Discussion #2

Archives-Jen shared how Maryland is looking for a replacement and their working on transitioning into the digital world. Shu asked about archive material on the website and the short answer was 'no', until a process I put in place for archiving the material. She shared about an email that she sent to GSO around their digital archiving and would like to work with Patrick and Shu about what that will look like moving forward, especially with the possibility of the new digital Newsletter. This discussion led to the topic around the translation tool used to translate on the website and the number of words that are used and the cap on those. Shu and Patrick will look into that plug in on the website.

Discussion #3

There was a request for a basic Assembly@area72aa.org email that could be used every year from Lisa S. (Alt Chair Area 72) for historical reference for the next Host Committee. There was conversation around the reasons why they are year specific to each year, one being that Host Committees aren't always done by the time the next host committee is ready to start, and archival material. Eddy shared they used to do a separate email for each position of the host committee and that about 4-5 years ago they made it into a distribution email list. The consensus was to leave it as it was for now. Shu will let Lisa know the decision.

Discussion #4

There was a discussion around the content and services policy for the website (not updated since 2017) which turned into a discussion about what is deemed private and public and how we can actually share a link to any document without giving someone access to the Google Drive. Eddy then shared why historically we went to things (especially on the website) to being private was to deter spiders crawling around on the website, which at one point resulted in the website going down. Additionally, some people do put their first and last names on reports, do we monitor for that? Discussion about anonymity, scrubbing documents before posting, or just making sure people know that if their last name and phone number are on something it may not get posted to 'public'. Julie had a great question around what other area's do? Patrick shared that this was a good discussion topic for the TIAA forum, and what their reasoning is behind what they do. Consensus was to leave the Policy as is and update later after some additional research and investigation distinguishing between Public and Private and writing that into the Policies.

Discussion #5

We talked about the update to the Glide App for the quarterlies and assemblies, Patrick shared how it was a pretty smooth transition with the exception that there is a new URL. He created aa new QR code, and it was sent to the Area Committee to update their apps. You have to delete the old one and download the new one. Also talked about our ability to have three of these apps under the 'free' version of this tool, what some of the other ones were used for, and the possibility of using one of the free apps for PRAASA 2027, and there are only two editors allowed on the free version which are Shu and Patrick at this time. We also talked about using one of the apps for the Newsletter, although as Patrick and Shu are the only editors that would be the issue-\$20 dollars a month for more editors and apps. Also we are grandfathered in-the new Glide App only gets one free app.

Discussion #6

There was a discussion about the firewall-first a discussion about why this was being discussed-the request by an interested individual to potentially join District 25 asking that we take down our firewall for a number of international countries to have access to the information on the Area 72 website. The firewall was implemented during Eddy's tenure as WebServant when the website was taken down (broken) by hits from China and Russia. There was discussion around the geographical boundaries of the GSC (US and Canada) and how that operates. There was a question of legality, and international groups as part of the GSC; would that be possible within our service structure. There were questions about group numbers outside the conference area, and that this is really a question for the GSB at GSO in New York. It was decided unanimously that we would "Take no action" at this time, that it is really a discussion topic to be

brought forth by a motion from a district for the Assembly Body of Area 72, and that it is outside the scope of responsibility of the Web Steering Committee alone. We also felt it was a two-part question, context (why we were talking about it) and technical (security), and the impact of taking down the firewall.

Next steps

- Web Steering Committee: Continue discussion and research on updating the Content and Services Policy regarding public vs. private content.
- Patrick: Research and gather information from the Technology in AA Forum about how other Areas handle public vs. private content.
- Patrick & Shu: Review the word count limit of the website translation plugin and assess if content needs to be reduced
- Tech Steering Committee: Study and evaluate less restrictive firewall options that maintain security. What do other Area's do?
- Shu: Create two more workshops for district positions and send out the information
- Jen, Patrick & Shu: Review GSO's email response about website archiving before the next steering committee meeting
- Shu: Inform Lisa about the existing Assembly 2025 email group and its management capabilities
- Shu: Present at the July Quarterly that no action is being taken at this time regarding the discussed web issues.