



## **MAGIP Web Subcommittee Meeting January 12, 2011**

### **Subcommittee Members:**

Nat Carter  
Lance Clappitt  
Jason Danielson  
Joshua Dorris  
Michael Fashoway  
Erin Geraghty  
Lee Macholz

### Former Members:

Diane Papineau

### **Attendees:**

Lance Clappitt, Jason Danielson, Michael Fashoway, Erin Geraghty, Lee Macholz, Joshua Dorris

### **Website Policies and Procedures Document**

- Screenshots/workflow to assist administrators
- Select font styles for administrative use, as the css can be updated in the future
- Provide file structure naming conventions for administrators, and provide examples (respective folder, include date, etc.)

Jason will make the aforementioned updates to the document

### **Wild Apricot Information**

- Wild Apricot provides an extensive nightly backup
- We have 800MB to utilize within our site
- Our current monthly fee for 800 MB of storage is \$100. Upgrading to \$200/month would provide 1600 MB of storage. As MAGIP matures, we will begin exploring storage options
- Including a 15MB (5 minute) video presentation from Lance, we are currently utilizing 14% space.

### **Administrative Editing Privileges**

In late 2010, new (and private) 2012 conference committee planning pages and discussion forums were created. Members discussed limiting the number of members that have access to editing their respective web pages (the MAGIP 2012 Intermountain Conference planning committee had requested the possibility of multiple members having editing capabilities for the planning pages). Members agreed to limit administrative privileges for respective web pages to 1 or 2 people (not an entire committee/subcommittee). All committee's/subcommittee's should appoint a person for editing. Lee added that she is currently researching other ways to share documents (Google documents, etc.). As part of the conference planning committee, she noted that the planning committee would still be utilizing the private MAGIP pages as well.

### **Resumes Page**

The new Resume's page was approved by the MAGIP Board during the MAGIP Board meeting in November, 2010. An email will be sent via listserv regarding this update (it was determined that an announcement by the MAGIP president was not necessary). Jason will create and send this announcement.

### **Camtasia**

Members discussed Camtasia (screen-capture software), which was utilized by Lance to create a demo training video. The file has been uploaded to the MAGIP website for review:

- The video is approximately 5 minutes in length, and is 15 MB in size
- The video took about 30 minutes to make
- Camtasia is approximately \$299 per license
- Lance downloaded a free trial version of the software for testing purposes

The Subcommittee discussed the potential for sharing the software (buy one license and send to those interested in creating a presentation). This may be a cumbersome process, as users would need to install/uninstall software when he/she receives it. Erin noted that the BMSC would be an ideal location due to the number of MAGIP members/GIS employees within the capitol complex. Demo ideas included Erin's new mapping application, Michael's new geocoding service, etc. The subcommittee agreed to contact the Nate Holm, Chair of the Technical Committee, in support of this software (The Technical Committee is researching ideas for training videos/presentations). Members agreed that we should provide further information/demo? for the next BOD meeting in March, and possibly ask for approval for the software purchase.

### **MSDI**

Lance noted that Geographic Names was missing from the newly created MSDI page on the MAGIP webpage. Gerry Daumiller is the theme lead. Jason will make this update

### **Vector**

No Update

### **Listserv**

Michael will confirm costs associated with service options that are available. He will also contact the state (current listserv) to confirm pricing if we decide to stay with our current listserv. Previous conversations have indicated that the costs will drastically increase, which have prompted our subcommittee to research other options.

### **2011 MAGIP Spring Meeting**

Erin has requested help in organizing the meeting, to be held in Lewistown in April. Lee agreed to help with online registration, and Jason has agreed to help with the web.

### **Embedded Forms**

Lee has been researching form capabilities with the MAGIP website. She has created a test page and form using “Wufoo” (online form builder, embedded into webpage):

<http://wufoo.com/>

Lee noted the following:

- Wild Apricot is unable to build embedded forms
- Wufoo stores all information related to your online form on its website
- Lee will create a “request for assistance” form for testing purposes
- Ideas for online forms include buying MAGIP swag, request for assistance, etc.

### **Board Forum**

Lee will create a “survey” thread to collect ideas for training/courses/workshop for the MAGIP Spring Meeting.