

VA Area Coordinator's Report

(for Coordinators, Liaisons and Committee Chairs)

Date of Assembly or VAWSC Meeting: Sept 27, 2025

Area Coordinator: Website

Name and Email: Wendy Rowden webcoordinator@vaalanon.org

Informational Items:

Updates since last meeting

- Actions taken:
 - Continue to back up critical files
 - Continue to update Area level meeting pages and put events on calendar
 - Met with Archive Coordinator to discuss digital archive strategy
- Meetings held:
 - Archive Coordinator – see above
- Outcomes, struggles, successes
 - Still unable to back up site incrementally due to storage issues. These should be resolved once task force decides on offloading strategy
- Important action items to do or accomplished

Done:

- Files directory is fully backed up using FTP

Needed:

- Reduce size of site by offloading older files to an archive, deleting files no longer needed, deleting old email – waiting on task force
- Reorganize website to make it easier to use – in process

Agenda Items to Add to the Meeting Agenda

- 🔍 Any thought force ideas?
Learn basic Drupal to be able to have more control over how the site looks.
- 🔍 Any issues of concern?
Size of website continues to be a concern and sooner or later we are going to have to address the email archive which takes up a lot of space.
- 🔍 Any wins or wows that have occurred?
Busy summer. Reorganization of Members pages is ongoing.