

VA Area Coordinator's Report

Date of Assembly or VAWSC Meeting: March 7, 2026

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
 - Began the process of removing older items from the website and storing them in the Google Drive until our team can review them
- Meetings held:
 - none
- Outcomes, struggles, successes
 - Just now getting committee together to come up with some guidelines for what should stay on the website and what should be moved to the Google Drive and what should be discarded
- Important action items to do or accomplished

Done:

- Moved around some of the links on the Members page to make it easier to locate things – this is a work in progress
- Made a map of the website and noted changes that need to be made once an offloading strategy is in place
- Started reviewing links to find broken links and outdated documents

Needed:

- Reduce size of site by offloading older files to Google Drive and deleting some email

Agenda Items to Add to the Meeting Agenda

- 🔍 Any thought force ideas?
 - Learn basic Drupal & PHP to be able to have more control over how the site looks
- 🔍 Any issues of concern?
 - Size of website continues to be a concern
- 🔍 Any wins or wows that have occurred?
 - Got started on organizing Google Drive for offloading