PALS PLUS Information Management Committee Meeting Minutes: 2017

The Information Management Committee meeting called to order at Clifton Public Library on Thursday, October 12, 2017 at 2:28 p.m., by Michael Drazek.

Present:

Michael Drazek	X	Anne Schapiro	X
Precious Mack	X	Mary Wilson	
Luca Manna	X		

APPROVAL OF MINUTES: September 7, 2017

Correspondence: None

Old Business:

New Business:

The committee took a look at the installed WordPress site at http://pprctest.palsplus.org.

Precious had suggested a couple of themes that could be used to help develop the site. The committee looked at the suggested themes and discussed the good and bad points for each. It was decided to go with the "Minamaze" theme.

The next steps involve creating a child theme for the "Minamaze" theme and customizing the theme. The committee will also be looking at the steps involved in updating or posting information and what needs to be done to streamline the process and make it easy to use by library staff.   An easy way to add or convert documents will need to be investigated, perhaps using a third-party plugin. The built-in search function is not that great. Research will need to done into options for making searches useful.

Adjournment: Time 3:55 p.m.

Next meeting: Thursday, November 2, 2017 at 2:15 p.m. – Clifton Library

Respectfully submitted,

Michael Drazek