<u>PALS PLUS Information Management Committee Meeting Minutes:</u> 2018

The Information Management Committee meeting called to order at Clifton Public Library on Thursday, November 1, 2018 at 2:23 p.m., by Michael Drazek.

Present:

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

APPROVAL OF MINUTES: September 6, 2018

Correspondence: None

Old Business:

The committee continued to look at the PALS Plus Resource Central WordPress test site at http://pprctest.palsplus.org.

Luca had mentioned there had been a successful registration on the site. The committee will need to look into some sort of "Captcha" type registration gateway.

Since the last meeting, Luca had purchased a license for Minamaze Pro from Think Up Themes for $31.

The committee will need to go over the pages and make sure the landing pages for the committees are correct and have valid links. Will also need to look at options for how to display Agendas and Minutes for the committees so they look visually appealing when displayed.

Supporting documents for the various committees will need to be researched and added to the pages.

A page on BluCloud Analytics will need to be converted from the PALS Plus wiki and placed under the training section.

Luca mentioned the need replace the place-holder graphics, especially on the main page.
Precious suggested Font Awesome as a potential tool to help with the design of new graphics.

New Business:

Anne reminded the need to set meeting dates for 2019. This will be done at the December meeting.

Luca agreed to provide t-shirts for the committee once a logo is developed.

Adjournment: Time 3:26 p.m.

Next meeting: Thursday, December 6, 2018 at 2:15 p.m. – Clifton Library

Respectfully submitted,

Michael Drazek