ASPCRO Communications Committee Report
August 15, 2014

Committee Co-Chairs, Derrick Lastinger (Georgia), Vince Craig (Arizona)
Committee members: Grant Bishop (West Virginia), Jay Kelley (Indiana), John Scott (CO), Doug Edwards (ASPCRO)

The ASPCRO communications committee submits the following report for the 2014 annual meeting.

In September 2013, John Scott appointed Derrick Lastinger as co-chair. In early January 2014, Purdue University NPIRS staff members Vicki Cassens, Peggy Hoover, and Conni Vianco began developing a new ASPCRO website to replace the existing Drupal website. The new ASPCRO website looks very similar to the previous website but has proven to be much easier to manage and update. The website design consists of a series of Word documents saved in a PDF format that can easily be transferred via ftp to the Network Solutions server. The new website was presented at the mid-year board meeting.

On March 24, 2014, the committee renewed the Adobe Connect license. ASPCRO was previously paying for 5 licenses at a rate of $2,125.00. But, the committee found it more cost effective to simply renew two licenses for a total yearly rate of $850.00. The renewed license allows up to two chairpersons to host online meetings for a maximum of 100 attendees at each meeting throughout the year. Due to the sound board issues at 57th annual meeting, which stemmed from hotel meeting room equipment, the committee obtained approval from the Board to purchase its own soundboard. This should reduce, if not eliminate, the technical difficulties previously experienced.

At the mid-year board meeting, President Scott appointed Vince Craig as co-chair when the webinar and communications committees were combined and named the communications committee. Vicki Cassens was designated as the ASPCRO website administrator.

During the March AAPCO meeting, Derrick met with Vicki in Crystal City for training on managing website content. Vicki developed a website documentation protocol that includes technical instructions for website content management. Since then Derrick and Vicki have worked together to update

website content. Another working meeting is being planned for October to include Doug Edwards.

The document library on the website will include published dates. These dates are currently needed for most of the documents. Derrick is researching each document to establish the date. There are plans to post historic records by year. The library will include a google search engine to allow for searches. The committee requests assistance for this project.

The ASPCRO list servers (members and industry lists) have been updated as needed in 2014. The list servers currently reside at Purdue University and will need to be moved as access to update the list servers from outside of Purdue is now restricted. Vicki will investigate moving the ASPCRO list servers to Network Solutions to determine if this is an option and, if so, what the cost will be for Network Solutions to host the list servers. The alternative solution is to move the list servers to the computer used by Doug Edwards who will be maintaining them in the future which is probably the simplest solution.

Committee chairs were asked to look at their committee page and provide updates. Each chair will be sent their committee page as a Word document and updates can be made to the document as needed.

In June, the web address www.aspcro.org was renewed for 5 years (2019) through network solutions for a $184.95 fee.

The committee plans to have their next meeting on Saturday, August 23rd in Missoula, Montana.

Respectfully submitted,

Derrick Lastinger, co-chair & ASPCRO Past President

Vince Craig, co-chair