

July 11, 2021

## **GHI Website Task Force**

### **Minutes from June 21, 2021**

The meeting was called to order at 6 pm. Participants included task force member Ken Shields. Neron Adams-Escalera and Tom Sporney, GHI staff members, also participated in the call. Task force members Mary Roth and David Frauenheim were unable to participate on the call but did submit emails in response to the June 14 meeting..

The consensus was to recommend to the board Wordpress as the best platform for the website. Members of the task force also agreed to an additional recommendation for GHI to hire a part-time employee whose expertise is in Wordpress development and design. The discussion led to hourly rates and the number of hours the project would require. It was discussed that 20 hours/week for the first three months might be sufficient, followed by 10 hours/week. Those on the call also agreed that it was most important to get a new simplified web site up and running and then add features that do not exist on the current site at a later date, once staff and the new employee have had time to work together in the new platform. Research needs to be done and findings will submitted to the team for discussion at our next meeting. In addition the discussion surrounding Wordpress and GHI hiring a part-time person to implement the new platform, those on the call confirmed the need to include all the options the task forces investigated, discussed, and considered in the final report to the board.

Design themes for the Yardi portal were discussed. It appears it is not easy make the changes that were submitted by two task force members, with the exception of replacing background photos.