

ORSLA Communications Team Report 2002-2003
Althea Pribyl, Team Leader

Team tasks:

1. Manage and encourage use of the chapter's web site and discussion list - The communication team, through the web editor - Lenora Oftendahl (resigned December 2002) - made updates, changes, and corrections to the chapter website as needed. We did not try to make significant changes to the web site because it was going to be redesigned in the spring and it seemed unnecessary to do so.

In a related note, in the past, the communication team leader and the web editor had access to the web page to make necessary changes to the website. I did not have access to the website, and therefore all changes were made through the web editor, which sometimes resulted in delays in getting items posted to the website. A decision will need to be made (and perhaps it already has) as to how many people will have access to the website. For control over format and layout, it would make sense to only have one person make the changes and updates. It would be a good idea to have a backup - someone else who could make the changes - when the main editor is too busy, out of town, etc.

2. Gather and disseminate news of the chapter and its members - Put together two e-bulletins (newsletters) Summer 2002 and Fall/Winter 2002/2003.
3. Publicize and promote chapter events, classes, and programs - Added events, classes, and programs to the website as needed.
4. Print selected portions of the web site for the chapter's archives - I was not aware that we had a print archive so I did not submit anything to the archives. The past e-bulletins are on the chapter website and can be printed for the archives.
5. Ensure members without web or list access are informed of chapter activities - I was not aware of anyone who did not have web, email, or list access to stay informed of chapter activities.
6. Organize one program for the year - Did not get a program organized this year. There was interest from the team in putting on another virtual conference like those done the two previous years. However, this year SLA headquarters did renew their subscription to Ichat which was the software used to participate in the virtual conferences. I was unable to find another chat software that would work for this type of virtual conference.
7. Report on team activities at each board/leadership meeting - Yes, I reported on team activities, when we had any, and requested news items and information for the e-bulletins at each board/leadership meeting. The communication team also provided input to the new chapter website redesign.