Web Site Maintenance Responsibilities

1. Committee Members should determine best website domain. (Current domain is with Wix.com and website is Merastie.org).
2. Obtain BOD approval of chosen website domain and contract for a specific term (i.e. one year). Review and renew as appropriate.
3. Load and maintain, in a timely manner, all pertinent information on the website. (i.e calendar, upcoming trip information, Our Home Town News, how to become a member, printable forms, event photos, Frequently Asked Questions (FAQ), BOD and Committee Organization).
4. Encourage members to utilize the website and train them as needed.
5. Encourage feedback from members to make improvements where necessary.
6. Ongoing; design and development of new methods and content which may be interesting and advantageous to the membership.
7. Assist treasurer in the preparation of the annual Budget by furnishing estimated costs for the following year.

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