



REPORT TO THE FAR WEST DIVISION
PROGRAM STATUS REPORT
MID SEASON – FWD 2017 – 2018 RECAP
REPORT DUE FEBRUARY 16, 2018

PROGRAM: HISTORIAN

FROM: Charles Herbert

DATE: 2/7/2018

Limit report to 1 page – do not send as PDF – email to Secretary: jrwaits40@gmail.com

SEASON HIGHLIGHTS TO DATE – total classes – total participants

On the positive side, it may be reported that the objectives of the FWD Archives RFA have been mostly achieved. The information categories that were determined to need archiving are now being retained on the FWD website. Sections for Board Minutes and RD and Program Administrator's reports are being saved as well as News Letters, Awards, Registration and Past Officers. To minimize reworking the website files are being saved in the various locations where they had been previously saved.

SEASON GOALS:

On the negative side, it must be reported that the job is not complete and the FWD Archives are not yet easily available to members for the following reasons:

- 1 Due to website instability some members cannot access the following key file sections (it flickers):
Awards
Programs
Newsletters
Minutes & Archives
- 2 The archived items are spread throughout the website and the member does not intuitively know where to find them.
- 3 The one page file that remedies this problem by pointing out the location of the various archived items (with buttons to access the item) has not yet been created or deployed.

ISSUES and RESOLUTIONS:

It is hoped that measures to eliminate the negative issues may be resolved before the FWD Summer Meeting.

Submit to: Secretary Janice Waits jrwaits40@gmail.com