

St. Michaels Website Committee Meeting

7/29/25 - 10:00 am

Attendees: Bob Hoyler, Kathi Frelk, Mary Ann Seagrist, Kevin Taylor

Not in attendance: Rob Wisnowski, Ralph Osborne, Carter Brett

The purpose of this meeting is to continue to review what has been done as identified in previous meetings and continue to review each page and establish ownership of necessary modifications.

Continuing from the 7/14 meeting:

WHO WE ARE:

~~“What to Expect”-Content & updated photos -RALPH & MARY ANN~~
~~Done, will send to group for review~~

Action item: KATHI will post edited “What to Expect” sent 7/29

~~“About St. Michaels” - Content to be merged with “Beliefs” new name for tab-RALPH~~
~~*Done, will send to group for review new name for tab “What we Believe”*~~

Action Item: RALPH & MARY ANN will fine tune edits and resubmit.

“Vestry” – **Action item:** Add description of Vestry- RALPH (7/29 Removed dates above wardens)

“History” – Revise, edit, update – KATHI & ELLEN

“Weddings” – Change name to Baptisms, Weddings & Funerals, edit content -RALPH & MARY ANN

Done, sent to group for review, group did not review and at today’s meeting, discussion regarding the drop-down box to have separate lines for:

- Baptisms
- Marriages-KATHI has updated the photos on this page
- Funerals

HOMEPAGE:

Action item: KEVIN will discuss with website support about changing the 6 “Cards” on the homepage. KATHI will submit new photo for gift shop “card” KEVIN will also ask for guidance on re-ordering drop-down menus on the separate tabs

Question- are we limited to 6? - KEVIN

Top Menu item “Media & Resources” to be changed to STM Online

Remove the Twitter button along bottom-KEVIN will discuss with support

We looked at the “Latest News” banner at the bottom of the homepage, it should pull from the Announcement page which is under News & Events tab. A thorough evaluation of the announcement page and how it will be managed and by whom will take place in the future.

STM ONLINE: (Formerly Media & Resources)

Adjust order and add as indicated: KEVIN will discuss with support

- St. Michael's Live
- Sermons
- Bulletins
- St. Michael's Blog
- Bible Search
- Personal Devotion & Online Prayer

Bulletins will have its own page and on the St. Michea's Live page, there will be a link to the bulletin page. (Two ways to get there.)

Bulletins will be removed from the blog page.

News & Events:

Adjust order and add as indicated: KEVIN will discuss with support.

- Calendar
- Announcements
- Newsletter
- Vestry Minutes

Stewardship Campaign has moved to Ministries and will have a box with 3 more pages

- Annual Campaign
- Planned Giving
- Memorials (A link to this page will be added to the new Funeral page, if adopted)

Other items to note:

- All of the content revisions & edits will be sent to the group for further discussion before uploaded to the site by KATHI & KEVIN
- Does St. Michaels have a photo permission or opt out form? - **BOB to check with resources at Diocese**
- Ralph as located a higher resolution logo Image on the server.
- A call for photographers to go out in SWORD asking people to take portrait & landscape for each subject photo they take. **Action Item:** KATHI will write a Sword article

RECAP: A lot of progress was made today with on the spot edits to the items that were easy to edit.

Next meeting, **Wednesday, August 6, 11:00 am** Conference Room or Online