

## St. Michaels Website Committee Meeting

6/30/25 - 10:00 am

Attendees: Rob Wisnowski, Bob Hoyler, Kathi Frelk, Mary Ann Seagrist, Carter Brett, Rev. Ralph Osborne, Kevin Taylor

Not in attendance, but wanted to be: Ellen Lindeen, Liz Gabis

The purpose of this meeting is to establish ownership of each page's necessary modifications

- Determine if/how many additional tabs can be added to the home ribbon-KEVIN
- Determine how many hits each page receives...will require discussion with web host-KEVIN
- Create content for new tab on home ribbon titled Rector Search-MARY ANN
- Dependent on how many other tabs can be created, others will be responsible for new tabs TBD

### **WHO WE ARE:**

“What to Expect”-Content & updated photos - RALPH & MARY ANN

“About St. Michaels” - Content to be merged with “Beliefs” new name for tab-RAPLH

“Time & Place” – Change to “Service Times” – ROB

“Meet the Team” – Change positioning order of pre school director/asst. director – ROB

“Vestry” – Add description of Vestry- RALPH, edit dates above Liz to 2026, Bob to 2027 – ROB

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

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

### **MINSTRIES:**

Change order of drop-down box to: KATHI

#### **Worship**

#### **Outreach**

#### **Faith Formation**

Name change-KATHI

**Children**– Revise, edit, update – KIM CURTIS, Also need new photos

**Youth**– Revise, edit, update – MARY ANN & KAY LEWIS

**Adult**-Revise, edit, update-RALPH

#### **Fellowship**

#### **Gift Shop**

#### **Volunteers Needed**

“Worship” – Change LEM contact, Change Ushers contact-KEVIN

Revise, edit, update instrumental/music info BOB & SARAH TORBECK

“Outreach” – re-order pages, revise, edit, update – KATHI & ANN RYBA

## **MINISTRIES continued:**

“Fellowship”-Reorder list, remove Buildings & Grounds generally re-work-MARY ANN

“Volunteers Needed”- Add all committees-ROB & BOB, change name to “Get Involved”-KATHI

### Other items to note:

- Kathi will begin editing photo banners perhaps have a single banner to use at top of each page within a subject tab
- Kathi will reach out to Wes Kimes for photos
- All of the content revisions & edits will be sent to the group for further discussion before uploaded to the site by KATHI & KEVIN
- Carter will investigate the photo storage on One Drive
- Does St. Michaels have a photo permission or opt out form? I am pretty sure LiFT does.

Next meeting, Monday July 14, 10:00 am Conference Room or Zoom

-Continue to review each page under the main ribbon Preschool, News & Events and Media & Resources