

Virginia Swimming Webmaster Report
Board of Directors Meeting, 7 January 2006

1. We averaged **852** visitor sessions a day in October (a high of 1,315). We averaged **980** visitor sessions a day in September (a high of 1,416). We averaged **903** visitor sessions a day in December (a high of 1,834).
2. Under LSC Operations, each Committee Chair has a page. We need to get the appropriate information posted to those pages. I've received some additional information, but there's still some to go. Attached is a list of the information I still need.
3. Since the last meeting, I've been basically in the update/maintenance mode. I have a list of enhancements I want to do to the site (updating the look and feel a bit, strengthening the design, and adding some content). I will be working on them over the next several months.
4. I've visited a number of our club websites and some are still violating the Privacy Policy. I'll draft a note for the General Chair/Admin chair to send out.
5. I request permission to attend SC Senior Champs to ensure the Realtime Results and website updates go smoothly (need hotel reimbursement for 3 nights).
6. Attached is the current Club Webmaster Roster (not updated this time).

Respectively submitted,

Michael Downs

Webmaster, Virginia Swimming

Attachments:

A – List of Information Needed for the Website

B – Virginia Swimming Club Webmaster Roster (not updated)

Attachment A

List of Information Needed for the Website

1. Clubs: Needs update upon receipt of Registration Report. Any more ideas??
2. Coaches: Past Coaches of the Year (still waiting for a list). Any other ideas??
3. Athletes: Past Swimmers of the Year (still waiting for a list). Any other ideas??
4. Officials: This section just needs normal maintenance.
5. Parents: Any ideas??
6. Alumni: Any ideas??
7. Home: This section just needs normal maintenance.
8. Meets: I think we should list the Past Champions, at least for the LSC level Champs meets (Can anyone give them to me? – still waiting). These pages are ready for the champs season.
9. Times: This page just needs normal maintenance.
10. Achievements: We need to fix the Top 16 page. Any other ideas?
11. Registration: This page just needs normal maintenance.
12. Calendar: This page just needs normal maintenance.
13. History: I need someone to draft a narrative history of the LSC.
14. Photo Gallery: Posted pictures from the early season meets.
15. LSC Operations
 - a. Age Group: James, I need a description of the LSC's Age Group Program and committee meeting minutes (old ones, if you have them, and whatever else you think is appropriate).
 - b. Board of Review: This page just needs normal maintenance.
 - c. Camps: This page just needs normal maintenance.
 - d. Coaches: Alicia, I need the minutes from past meetings); this is probably the place to put the Banquet Awards process/information. Any other ideas?
 - e. Disability: Lee, I need whatever you think is appropriate, especially a description of the LSC's Disability Program and POC information.
 - f. Equipment: Matt, I think we need the Area Equipment POCs and an inventory of the LSC's equipment and where it's located (replacement costs might open some eyes, too); tips on operation and maintenance would be good. Any other ideas??
 - g. Finance: Bill/Bob, perhaps we need an explanation of the Budget process and a description of the Budget Lines?; should we have an on-line reimbursement form?; any other ideas?
 - h. Officials: This page just needs normal maintenance.
 - i. Open Water: Whoever the LSC's OW Coord is??, I need a description of the LSC's Open Water Program, upcoming meet information (I think Virginia Swimming-sanctioned meets should be on the LSC schedule, too), and anything else you think is appropriate.
 - j. Outreach: Chester, I need a description of the LSC's Outreach Program and anything else you think is appropriate (scholarship info, how to donate a scholarship, request form??).
 - k. Records: This page just needs normal maintenance.
 - l. Registration: This page just needs normal maintenance.
 - m. Rules/Legislation: Walter, I need a description of the Rules/Legislation process; perhaps a form to submit a Constitution/By-Laws/Policies change?; any other ideas?? I also need the current copies of the By-Laws, and Policies (posted).
 - n. Safety: This page just needs normal maintenance.

- o. Senior: Pete, I need a description of the LSC's Senior Program, committee members, committee meeting minutes, and whatever else you think is appropriate. Should we have Senior Circuit information here?
 - p. Technical Planning: I need committee members, committee meeting minutes; should we have an on-line form for submitting meet host bids? We have a lot of updating to do.
 - q. Top 16-NVT: This page just needs normal maintenance.
 - r. Zone Team: Should the Top 10 Lists be permanent and updated regularly?? This is being done. Should we have a Top 5 with no exclusions??
16. Forms/Documents: This page just needs normal maintenance.
17. HS Swimming: This section has been updated and just needs normal maintenance.
18. USMS Swimming: I think this one's OK, for now. Any ideas??
19. Links: This page just needs normal maintenance.
20. About Us: I need the LSC's mission, vision, goals and objectives (quadrennial plan); primary POC/contact information (phone numbers, addresses, email, etc); and anything else you think is appropriate here.