

Draft Motion Regarding Review of FLLCSD Website

Item A under Old Business

The FLLCSD Website has existed, virtually in its current form, for approximately a decade. During that time transparent communication needs and website technology have increased significantly. To meet the needs of the District it seems prudent to review the District's current website and, if necessary, recommend changes to improve its usefulness as well as ease of management.

The goal is to enhance reasonably complete and timely notice to the Fallen Leaf Lake community of what the CSD and its Board are doing, planning, evaluating and trying to accomplish, including the schedule of meetings and the specific nature of items on each agenda. A secondary goal should be to provide information, details, historical insights, and other items to the community and the general public that might be helpful and interesting to them both as they use and/or visit the area, and to afford them the opportunity to evaluate and participate in the activities of the CSD and its Board.

If possible, we should discuss and approve the following:

- ❖ The FLLCSD Website has existed, virtually in its current form, for approximately a decade. During that time transparent communication needs and website technology have increased significantly. To meet the needs of the District it seems prudent to review the District's current website and, if necessary, recommend changes to improve its usefulness as well as ease of management. Now, therefore it is moved:
 - A committee of between 5 to 7 members, 2 of which will be members of the CSD Board, and 3 to 5 will be members of the community, plus the GM serving as an ex officio, non-voting member, be formed
 - The website review committee (WRC) is charged to review and recommend any and all changes to improve the website's ability to communicate all matters relevant to the FLLCSD's legal, administrative, political, protective, fiscal, environmental and other such matters as the FLLCSD may, from time to time, deem appropriate and useful.

- The WRC shall be authorized to survey, poll and/or convene one or more community meetings to help inform its deliberations/
- The WRC shall conduct its progress in a timely matter with the goal of implementing changes by March 31, 2022. A tentative schedule might look like:
 - July CSD Board meeting: Propose work plan including any planning budget needs [Survey Monkey, meeting costs, etc.) for discussion and approval
 - Labor Day CSD Board meeting: Present preliminary findings and recommendations for discussion and direction
 - December '21 CSD Board meeting: Present final recommendations for approval.
 - March 31, 2022: Launch of any revisions to website.

We might want to suggest the coming FY budget include a line item for website review. Don't know what the right number is, but a reasonable number would be "not to exceed" \$5,000.