

# Halton Presbytery Web Site Report to Executive

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1. Some months ago some technical changes were made to the way our web site was hosted. (Specifically, it was moved from a Windows machine to a LAMP system.) This is a good thing overall, but it caused some of the features that we had to break – most notably the form for submitting event notices. I have now developed a full replacement for the old version.
2. I have developed an online form for registering for “4<sup>th</sup> at 4” events. Users can register, and clergy can note any special services they need, such as child care. The results of a registration are sent to Marian for processing. Users are warned, if they register after the deadline, that they may not be able to have dinner.
3. The techniques I have used to create these forms can be quite easily used for other such data collecting. We should keep aware of opportunities to use the web site in this way – it may help us get more response to some opportunities, and it may improve awareness of the web site itself.
4. I have added a note on Hamilton Conference's Prayer Cycle to our site, in hopes of making that effort better known. The church selected each week is displayed on the home page.
5. I have made sure that the e-mail forwarders are current, and distributed a list of these forwarders to all members of the executive. I recommend using these forwarders, instead of personal e-mail addresses, as it makes ongoing maintenance simpler.
6. The year's meeting schedule is posted.
7. We have decided to change the method of distributing the “It's Happening in Halton” flyer. Instead of handing these out at Presbytery meetings, we are going to send them by e-mail to each pastoral charge near the start of each month. Each Pastoral Charge can then print as many copies as they will use. This will save Marian work before each meeting, and probably eliminate a lot of thrown-away paper.