

S.W.A.R.M. Board Meeting
Minutes
October 20, 2023
Fish residence, 2nd Gate

In Attendance

Board members and officers: John O'Claire, Catrina Fish, Laura Corben, Chuck Ferguson,
Guests: Brian Corzililus and his wife

Website for SWARM

The main agenda item was to discuss and decide how to move forward on revision and maintenance of the SWARM website. It was Brian Corzililus who created and has curated the website since 2010. The board is concerned that there is a need to 1) expand features of the website 2) to allow more than one person to manage the site or new webmaster 3) redesign the site's layout and links.

Brian Corzililus gave a review of the history and purpose of the website. In years past it had been necessary to printout Bi-Laws for members and for legal entities such as real estate businesses. This was expensive and cumbersome and can be better accomplished with printable PDFs from the website.

Brian informed the board that it is also required by State law that information concerning the organization be available to the public. Some of this information has to be kept on record for many years should and suits or legal actions require documentation. SWARM could actually be sued for not having records of financial accounts or minutes of meetings.

Brian affirmed that he has kept data regarding the Road Association dating back to its inception in 1972. The information is stored on discs and drives in several locations and on paper. There is a need to have the data stored in such a way that the organization is not just dependent on one person to be the keeper of data and to insure that records are available and preserved.

Chuck Ferguson and his wife have volunteered to work on a new revised website as they both have backgrounds in business and graphic design. Chuck had several suggestions for choosing a web host and to make improvements on the site. Goals for a revised website include that:

- Community notes are on the front page
- Archives be set up as a link on the website.
- Information regarding the grant and other road projects be clearly posted in a timely manner
- SWARM needs to have the ability to accept payment of dues by members online
- The website should not be a place for open commentary. Some other channel of feedback is more appropriate to deal with personal concerns of residents such as contacting your road representatives.

It was decided that a committee be set up to do a mock up of the website for approval of the board. A date was not set to complete the project, but it was agreed that we keep it moving forward as soon as possible. Chuck Ferguson will be leader of the project with input from Paloma Hill and Laura Corben. Brian C. agreed to assist in making the transfer.

PWA Grant Project

President John O'Claire reported that he has not heard back from the PWA as to their plans to implement the grant project on Third Gate. He knows that they have many projects around the state and it seems we are not on the top of their list. Chuck Ferguson volunteered to help draft a RGP (request for proposal) letter. This being mid-October rains are due to come which may delay and roadwork until the next season.

Road Maintenance

Laura Corben suggested that we follow recommended policy to check the roads in the early fall before the heavy rains to be sure that culverts are not blocked and that roads are sloped and ditched to keep water runoff from further damaging the roads. John O'Claire said he would look over the roads in the next two weeks.

The meeting concluded at 6:20 pm
submitted by Laura Corben, Secretary