

# Web Site Committee

## Charter

The Web Site Committee is a standing committee established by the Board of Directors for the purpose of providing technical support for the Web Site "GVRV.US" (also known as "GoldenVistaRVResort.com," GoldenVistaRV.com," and "GoldenVistaResort.com") that is owned and maintained by the Association. The main functions of this committee are

- Solicit comments, changes and enhancements to the GVRV web site and any other technical resources within the committee's purview;
- Monitor and manage changes to the technical environments in order to assure their availability and viability; and
- Design, develop and deploy changes and enhancements to the GVRV web site.

The committee shall consist of a minimum of five members with additional members as required. Members must be approved by the Board and will serve until they resign or their removal is requested. The committee chairperson will be selected by the committee members and confirmed by the Board.

## Duties

- 1) Each member of the Web Site Committee is assigned responsibility for a particular section of the web site, which may require communications with several client boards, officials, or committees.
- 2) Editorial
  - Edit and rewrite submissions, as necessary, to meet publishing objectives. This includes organization, length, and tone of the material;
  - Consult on design and graphics with the Committee and ensure consistency with the committee's design guidelines;
  - Develop guidance and options for the editorial content of the Web site.
- 3) Web Support
  - Assist non-committee member webmasters in site design and development when possible;
  - Ensure development of the draft and final Web pages;
  - Coordinate technical design aspects with the Committee.
- 4) Organization
  - Design and manage the GVRV Web site;
  - Develop guidelines and options for the technical management of the site;
  - Review the site semi-annually for fit and finish.
- 5) Train all committee members as Webmasters plus non-committee members, as needed, for specific portions of the Web site.

Approved, Board of Directors, February 7, 2006