

2018 COMMITTEE REPORTS



Adult Children of Alcoholic and
Dysfunctional Families

The Website and Database Committee Report

The Website and DB Committee is responsible for maintaining all aspects of the web site, including the Repository and Shopping Cart.

Website statistics for 2017 include:

1,207,973 Pageviews

376,912 Users

235,039 people viewed the Laundry List page

90,811 people searched for a meeting

Major Initiatives and accomplishments:

1. Migrated the shopping cart to **Shopify** and assisted the office staff with procedures for supporting intergroup discounts, 10% bulk discounts, shipping rate calculations from WP and SH, creating Shipping labels at SH, and sending orders to WarePak for fulfillment.
2. Migrated the repository to **WordPress** website at a new domain acawso.org
3. Migrated the adultchildren.org website to **WordPress** addressing a number of issues with meeting lists and laying the foundation for future design changes and functionality. This is targeted for rollout in March and should be available at the ABC in Toronto.
4. We are looking at moving our monthly website costs from approximately \$1800 a month to approximately \$700. Email costs are separate and being looked at now
5. We helped add the **Traveler Newsletter** to the adultchildren.org website
6. We helped clean up a virus that affected the repository.adultchildren.org website. This led us to look for an updated platform (acawso.org) with better security to host our business documents
7. Helped resolve issues with shipping codes being different between Ware Pak and the shopping cart
8. Implemented a *Max weight for Media Mail* shipping to reduce problems that occur with large orders

9. Removed the new Releases section of the Shopping Cart as people were seeing the Spanish Big Red Book first and buying it by mistake.
10. Setup new Board members on the repository and project management site
11. Assisted with the Office move for the Signal Hill office focusing on the computers, printers, and telephones. We have 2 live lines into the Office now!
12. Helping to resolve an issue with shipping addresses getting truncated on orders
13. Loaded the MP3 files from the San Diego AWC on the Adultchildren.Org Shopping Cart. They are available for sale at 3\$ each. They are excellent talks.
14. The home page was updated to show the Spanish BRB and an Image to direct people to the newsletter Page. Check it out and stay Connected to what happening at WSO and ACA.
15. Have plans to update the Regions section of the website and the Sample Meeting Format section for some typos.
16. Updates are in progress to change the Signal Office Address in a number of places on the website
17. Updates were made to the free Literature downloads page, <http://www.lit.adultchildren.org/>
18. The minimum Order total to place an Intergroup Discount order was lowered to 100\$.
19. We have plans to use dropbox across the WSO Board and committees to ensure we have secure storage and can share information efficiently.
20. Support was provided to the finance team by getting sales history information to help understand what products are being bought and where and how they are being shipped.
21. An extract of the meeting list database was provided to review what meetings are missing contact information. We have had a number of problems with meetings being taken off the list or added when they should not be. Also we are having problems with people adding meetings that do not really exist. This has us looking at addressing these issues with a new system.
22. Yes – we fixed the Best Practices section of the website and you can now see currently posted best practices and submit a best practice that you have documented and want to share with the fellowship

We are looking into getting wider participation at the ABC and investigating how best to stream the ABC via audio or video. Remote voting would be a nice addition as well if possible technically and organizationally.