

MINUTES
Tuesday Nov 5, 2024 @ 6PM
WHITE POTATO LAKE DISTRICT COMMUNICATIONS COMMITTEE

12855 S. White Potato Lake Rd, Pound WI 54161

<https://www.wplddistrict.org>

This is an open meeting of the White Potato Lake District Communications committee. Notice of this meeting was given to the public at least 24 hours prior to the meeting, by forwarding the complete agenda to the town of Brazeau and by posting to public bulletin boards at the Brazeau Town Hall, Rescue Building and Sanitary District Building. Copies of the complete agenda are available for inspection on the White Potato Lake District website: <https://www.wplddistrict.org>

1. **Call to Order** Williams called the meeting at 6:03pm
2. **Roll call** – present Mark Williams, Gwen Schaefer, Dennis Schaefer, Sue Belleau, Craig Belleau, Larry Jaeger, Randy Parins ZOOM – Kendra and Bob Wittmann
3. **Agenda approval** – motion by C Belleau 2nd by G Schaefer to approve - carried
4. **Discussion with possible action**
 - A. **Fall Newsletter** – printed, mailed, emailed? (status report) Williams reported that final layout was approved, G Schafer confirmed it was mailed to those that we did not have emails for. B Wittmann confirmed he emailed those we did have emails for.
 - B. **Spring newsletter timeline- by 4/1/ 25 identify news articles to be included, 4/16/25 – receive articles, 4/30/25 final changes – layout starts and board approval, 5/16/25 mail out and distribute**
 - C. **Annual meeting mailing timeline- 6/14/25 preliminary budget to be presented done, along with cover letter, agenda, voting instructions, last year minutes. 7/1 mailing, 7/19 annual meeting**
- C. **Website**
 - A. **Zoom call to talk to Gwen’s daughter Kendra about her upgrading our site. – this was by the direction of the commissioners at the last meeting before we moved forward with a provider- We discussed with Kendra the different things she could do to manage our site; she had just done some upgrades the previous weekend. We felt confident that she could handle it and preceded to make other recommendations for changes**
 - B. **Website content (pages etc.) – please come to the meeting to discuss what we want for pages and content. - these are the recommendations requested and talked about.**
 1. **Home page – make picture of lake bigger, we would like to change the picture to the season we are in.**
 2. **On tab line have HOME, LAKE DISTRICT INFO, INVASIVE SPECIES, PROJECTS, RESOURCES, AGENDA/MINUTES, NEWS, CONTACT**

3. **HOME** -would bring you back to home page wherever you are on the web site
4. **LAKE DISTRICT INFO** – Maps, information articles and policies
5. **INVASIVE SPECIES** - Pictures and links to different invasive plant, aquatic and animals that are harmful to the health of our lake
6. **PROJECTS** – AIS projects and pics and plans, other project we are doing, link for volunteers
7. **AGENDAS/MINUTES** – would have a drop down for following categories for their information posting
 - Annual meeting
 - Commissioner meetings
 - Communication committee
 - Policy committee
 - Fishery committee
 - Project committee
 - AIS committee

All these would have separate pages to have a list of meeting agendas and minutes. This would act as our official storage place to keep our lake district official records.
8. **NEWS** – newsletters, current events and pictures
9. **CONTACT** – Would be a self-fill out form that hey would submit and ask a question

C. Make recommendations to Commissioners for website hosting and content.

Next commissioner meeting is December 3, 2024, at 6pm – right now we are not asking for additional money. Currently we are paying WIX \$378 per year to host, \$90 every 3 years for our domain name.

We are asking the board to buy a portable hard drive to back up and store the website information and give that copy to a 3rd party to keep incase of a crash or fire or something as well as on one of the lake district computers

5. Select future meeting – Dec 4 at 6pm to work on any changes to website, flow charts on newsletter and process of Commissioners getting anything posted to website

6. Adjournment motion by G Schaefer, second L Jaeger – passed 8:25pm

mw -Date Posted 11/12/24