PROJECT: First Parish in Concord
Notes from meeting May 2005. Purpose was to brainstorm and prioritze what is important for the website.

Our list of What We Want for our Website/What is Important to Us:

1. first impression Is very important
2. worship times need to be clearly displayed on home page, as well as street address and directions to fp
3. look and feel of home page: clean but not too busy, not too many words. Sophisticated design like wright tavern, pciutures of people, picture of church, picture of interior of sanctuary? Slide show?
4. emails for key staff on home page?
5. slide show that happens automatically, photos that give you a sense of the community. See Colorado college website
6. main bar on left is very important: our's has too many items, use more inviting language, "our Story" section would be good or "Who we are",
7. history, transcendentalism would be good additions
8. staff section with short bios and photos
9. program guide needs to be on website with photos
10. we need to ask permission from adults and kids to put their photos on website (we don't currently do this)
11. Register for RE on-line
12. pay your pledge on-line
13. calendar for church year one month at a time
14. "members only" section
15. change Gary photo and welcome paragraph. For some newcomers, this text doesn't translate well.
16. can staff members manage the content/look of their own department?
17. what is our plan for maintenance/management
18. someone whose job it is to keep it up to date
19. keeps the vision of presentation: someone who says "yes" or "no" to content, photos
20. website needs to be more immediately welcoming. It is geared toward people who are already "inside" not to newcomers.
21. there are currently photos of a lot of parties, we need more "spiritual photos"
22. we need consistency between different sections of the website. Our website is inconsistent
23. empower program staff to be responsible for the content of their dept.