

I.T. MEETING AGENDA - 10/7/2020

CALL TO ORDER: 9:00PM

1. Reminder to silence cell phones.
2. Moment of silence followed by serenity prayer.
3. Roll Call (see attached roll call sheet for more attendees)

Chair - ____ P _____	Vice Chair - ____ P _____	Secretary - ____ O _____
Webservant 1 - ____ P _____	Webservant 2 - ____ P _____	PR Liaison - ____ O _____

P – present, EX – excused, UN – unexcused, O - Open

4. Welcome new members.
 Lauren - Central WA Area
 Paul - Lewis County Area
5. Call for new business items – See Open Forum
6. Approval of previous meeting minutes. - Approved
7. Read reports. Additional reports last page. Verbal reports below:
 Dan B. - attached
 Chuck H. - Nothing to report.
 Tim A. - attached
 Cory B. -
 Lauren C. - Central WA Area, New to the job, nothing to report.
 Alan - Seattle Area, BMLT SME
 Andrew - 3cities, Nothing to report
 Chris L - South King Co
 Deborah - N. Olympic Peninsula Area
 Lani - NW WA Service Committee
 Paul M - Lewis County Area

OLD BUSINESS

1. Review action items –
 - a. n/a

2. Review status updates –
 - a. n/a

NEW BUSINESS

1. Open Forum
 - a. Email setup on Reseller Club
 - b. Area Site Migration to Wordpress
 - i. Domain registration information needed.
 - ii. Have region pay for and be in charge of Area domains
 - c. Password Safe
 - i. Background

WNIRNA IT Services should use good security practices. Currently we store critical password information in a shared Google doc spreadsheet. This isn't adequate, since it is vulnerable, for example, if someone's Google account is hacked. Proposed Solution WNIRNA IT Services will follow these security guidelines: Passwords should always be transmitted encrypted, and stored using a password manager. We should use secure passwords (for example, the ones automatically generated by a password manager). They should be changed regularly, and in particular when there is turnover in trusted servants. This is not in any way to indicate a lack of trust in the outgoing service member, just standard practice (principles before personalities). To implement these guidelines, IT Services will purchase two licensed copies of 1password for Teams. With the 50% nonprofit discount, the cost will be \$4/month for the 2 licensed copies (see <https://1password.com/teams/pricing/>). There can also be up to 5 additional free guest accounts. We can periodically change the name on

the paid accounts – see <https://support.1password.com/change-profile-1password-com/>. However, rather than changing everything once a year, I suggest that a better approach would be to have two new service positions on IT, passwordkeeper1 and passwordkeeper2. These would also be elected, but could overlap with any other trusted servants. They could be elected every year, but the idea would generally be to have someone with long-term recovery (5 years min clean time) and involvement in service who would just stay in the position for years. The password keepers would also manage giving out guest accounts as needed. The positions are almost no work; the goal is just to have continuity and institutional memory. There would be email addresses passwordkeeper1@wnirna.org and passwordkeeper2@wnirna.org; the licensed copies would use those addresses.

ii. A Motion

I move that WNIRNA IT Services purchase two licensed copies of 1password and begin using them. I also move that we have two service positions, passwordkeeper1 and passwordkeeper2, with duties as outlined in the proposed solution.

iii. An Alternative Motion - PASS by consensus

Here is an alternative that we could consider (I don't like it as well, but others might). I move that WNIRNA IT Services purchase two licensed copies of 1password and begin using them. These would be licensed to webservant1@wnirna.org and webservant2@wnirna.org, with the email address persisting over the years but new individuals filling the roles of webservant1 and webservant2 per our guidelines. The roles of passwordkeeper1 and passwordkeeper2 in the proposed solution would be replaced by webservant1 and webservant2; but the solution is otherwise the same.

2. Elections –

- a. PR Liaison – open
- b. Secretary – open

Meeting adjourned – time: 10:41

Submitted Reports Attached Here

IT Report:South King County Date:2020-10-07

1 view

Subscribe



webservant1<webservant1@wnirna.org>

Oct 7, 2020, 9:16:40 PM

to webadmin@skcna.org, webservant1, webservant2@wnirna.org, wnirna-it@googlegroups.com, itservsec@wnirna.org

Your Name

Chris L.

Your Email

weba...@skcna.org

Report Date

2020-10-07

Your Area

South King County

Position

Interim Webservant

Website Address

<https://skcna.org>

Do you have an IT Committee?

No

Meeting Location & Time

of Active Committee Members

1

REPORT - Current Projects and/or Issues

Hi family,

Last month I reported to our area that region has shifted over to a new host. SKCNA.org will be shifting over soon as well to the new hosting server. There should be no downtime once the move has been made. This month I am reporting that WNIRNA IT Services has created a new site template and moved to a new website platform running on WordPress. I have heavily suggested to our Area that we will slowly make a move to this new platform as needed. Most importantly, I highlighted, that the Region is now utilizing a global meeting directory (called BMLT), which we will be moving towards. Also highlighted the advantage of this platform is, it will allow for automatic meeting schedule creation for printing... but moreover, it will link us into the region's meeting directory, allowing for anyone traveling throughout the region, to find a local meeting very quickly. Another benefit of BMLT I mentioned, is it enables great ease with syncing our meeting directory with NA.org's meeting directory, which should greatly reduce stale meeting information. I mention that the BMLT configuration the region is utilizing also enables for virtual meeting listings, so no loss there. More will be revealed!

Thank you for allowing me to be of service,

Chris L.

SKCNA Webadmin

Interim Webservant

How can the Regional IT Committee assist your Area?

What is your Monthly Budget?

0

--

WNIRNA IT Report Form Results

IT Report:Tri-Cities Date:2020-10-07

0 views

[Skip to first unread message](#)

Subscribe



webservant1<webservant1@wnirna.org>

unread,

Oct 7, 2020, 9:15:06 PM

to webse...@3citiesna.org, webservant1, webservant2@wnirna.org, wnirna-it@googlegroups.com, itservsec@wnirna.org

Your Name

Andrew

Your Email

webse...@3citiesna.org

Report Date

2020-10-07

Your Area

Tri-Cities

Position

Webservant

Website Address

<http://webse...@3citiesna.org>

Do you have an IT Committee?

No

Meeting Location & Time

of Active Committee Members

REPORT - Current Projects and/or Issues

Nothing to report at this time, just waiting for the tutorial videos to prepare for our learning days.

How can the Regional IT Committee assist your Area?

What is your Monthly Budget?

--

WNIRNA IT Report Form Results

IT Report:Seattle Date:2020-10-07

0 views

[Skip to first unread message](#)

Subscribe



webservant1<webservant1@wnirna.org>

unread,

Oct 7, 2020, 8:47:41 PM

to web@seattlena.org, webservant1, webservant2@wnirna.org, wnirna-it@googlegroups.com, itservsec@wnirna.org

Your Name

Alan B

Your Email

[w...@seattlena.org](#)

Report Date

2020-10-07

Your Area

Seattle

Position

Area webservant

Website Address

<https://seattlena.org>

Do you have an IT Committee?

No

Meeting Location & Time

of Active Committee Members

REPORT - Current Projects and/or Issues

Recovered from Bluehost erasing our site last month. Migrated to a new WordPress site. I loved the painting on the site, but unfortunately someone at Area complained that the Space Needle looked like a cross, so now we have a photo ...

How can the Regional IT Committee assist your Area?

Improve our region's IT security practices, so that I don't worry about our website getting hacked.

What is your Monthly Budget?

0

--

WNIRNA IT Report Form Results

IT Report:Northeast Washington Date:2020-10-07

1 view

[Skip to first unread message](#)

Subscribe



webservant1 <webservant1@wnirna.org>
unread,

Oct 7, 2020, 8:34:59 PM

to wnirna-it@googlegroups.com

Your Name

Cory Bonallo

Your Email

co...@dancejockey.com

Report Date

2020-10-07

Your Area

Northeast Washington

Position

WNIRNA Web Servant 2

Website Address

<https://wnirna.org>

Do you have an IT Committee?

Yes

Meeting Location & Time

9pm 7th Oct

of Active Committee Members

10

REPORT - Current Projects and/or Issues

I was able to help a few areas work on their websites and answered several ticket. I was able to go to most of the committee meetings and stay in touch with what has been happening. I was tasked with compiling a document that has area Domain Registrar information as this often gets lost when trusted servants change and added to some of the frustrations with the area sited that were affected by expired SSL certificates. I will be asking all areas that I have not received this info from to seek it out and provide it so we can help provide a smooth transition over to the new Wordpress and BMLT websites.

How can the Regional IT Committee assist your Area?

Would the following Area trusted servants please seek out their Domain Registrar login info and expiration date of their domain names:

spsana.org 1/4/2021 networksolutions.com

nwwana.org 2/3/2021 enom.com

nopana.org 2/26/2021 domain.com

sandpointna.org 3/3/2021 GoDaddy.com

pcana.org 4/3/2021 Launchpad.com

gclna.org 7/3/2021 [name.com?](http://name.com)

cwana.org 7/11/2021 aplus.net

tlcana.org 8/16/2021 aplus.net

lcana.net 11/7/2021 FastDomain.com

seattlena.org 5/24/2022 GoDaddy.com

niana.org 10/13/2022 GoDaddy.com

What is your Monthly Budget?

--

WNIRNA IT Report Form Results

IT Report:Northwest Washington Service Committee

Date:2020-10-07

0 views

[Skip to first unread message](#)

Subscribe



webservant1<webservant1@wnirna.org>
unread,

Oct 7, 2020, 8:33:29 PM
to wnirna-it@googlegroups.com

Your Name

Lani L.

Your Email

mela...@comcast.net

Report Date

2020-10-07

Your Area

Northwest Washington Service Committee

Position

NWSC Webservant

Website Address

<http://www.nwscna.org>

Do you have an IT Committee?

No

Meeting Location & Time

of Active Committee Members

REPORT - Current Projects and/or Issues

Being kept busy updating our home webpage due to the changes in the status of meetings. Trying to get everything copied from the website so that we can move to WordPress.

How can the Regional IT Committee assist your Area?

When the time comes, I'm sure I'll need a lot of help transferring to WordPress.

What is your Monthly Budget?

8.33

--

WNIRNA IT Report Form Results

IT Report:South Puget Sound Date:2020-10-07

3 views

Subscribe



webservant1 <webservant1@wnirna.org>

Oct 7, 2020, 8:32:44 PM

to wnirna-it@googlegroups.com

Your Name

Tim A

Your Email

tast...@hotmail.com

Report Date

2020-10-07

Your Area

South Puget Sound

Position

Regional Webservant 1, SPSANA Webservant

Website Address

<http://spsana.org>

Do you have an IT Committee?

No

Meeting Location & Time

Area Position

of Active Committee Members

1

REPORT - Current Projects and/or Issues

SPSANA - Just took over webservant to make the transition to WP easier for my area

Region - Oh man lots of stuff, currently the sites that have moved over to Wordpress and the new hosting are as follows:

Blue Mountain

Central Washington

Lower Columbia

Seattle

Tri-Cities

I signed wnirna up with G-Suites non-profit as a way to allow areas to manager their own E-mail addresses until we can figure out a way to tie separate cPanel accounts to the WordPress Multisite.

Tested the current UpdraftPlug (Free) backup plugin and no matter who starts a backup it will backup everyones site (not good) I reached out to their customer support, and they said that if we purchase one license this would allow us to use their Multisite feature and allow for area's to back up / restore separately, but this is likely going to be around \$15 or it could be \$15 for the Multisite feature + \$70 for the premium plugin + \$15 for the plugin. I just E-mailed their sales on this question.

Other than that I now have a template site that I can clone within the WordPress Multisite.

<https://wnirna.org/templatearea/>

I haven't gotten around to make any Tutorials for WordPress, but I've worked with any webservant who's asked for help through slack.

If you'd like me to create a Template site for your area and get you logged in to start customizing it to meet your area please open a ticket, or join our slack channel!

Regional IT support can be reached by opening a ticket here

<https://www.wnirna.org/osticket/>

Thank you all for your service!

How can the Regional IT Committee assist your Area?

More naps plz

What is your Monthly Budget?

0

--

WNIRNA IT Report Form Results

IT Services Chair Report

1 view

Subscribe



itservchair@wnirna.org

Oct 7, 2020, 7:43:50 PM

WNIRNA IT Services Committee Meeting Chair Report October 2020 Hi Family, I'm sure many of you



webservant1<webservant1@wnirna.org>

Oct 7, 2020, 8:32:17 PM

to wnirna-it@googlegroups.com

WNIRNA IT Services Committee Meeting

Chair Report

October 2020

Hi Family,

I'm sure many of you are aware of our on-going issues with Bluehost's

services. As we kind of predicted when we wrote the business case for the migration to Reseller Club, as time goes on Bluehost can't effectively support our web sites. They are definitely impacting our ability to carry the NA message. It is critical to our primary purpose that we migrate the remaining area websites to WordPress on Reseller Club as soon as possible. This topic is on the agenda for open discussion. We need the Area web servants to help us make this happen.

On a more positive note our WordPress working group has made great progress. The regional site and a few of the area sites are up and running with WordPress on Reseller club. BMLT is fully integrated pulling data from the zonal root server. A big thank you to Tim A. and Alan B. for doing the majority of the heavy lifting! I've heard mostly positive feedback from the fellowship. The negative comments have been related to the learning curve that comes with change. We continue to discover and resolve issues related to the migration. If you have any questions or concerns about the new sites please open a support ticket.

What we can't do alone we can do together!

ILS, -d

Dan B

IT Services Chair

[206-910-8815](tel:206-910-8815)