

The regular quarterly JK Website Committee meeting was held for Tuesday, April 6th, 7:00 p.m. Penthouse.

Members attending: Ron Miller, Chair; Paul Francuch.

### **JK Website Committee April 6th Meeting AGENDA**

**OLD BUSINESS:** A. Review of projects with status report from project POC (Point Of Contact).

1. Sandburg Village History page: Creation of a brief history of Sandburg Village Complex construction history, with a naming history (mini bio) for each Sandburg Village building with selected quotes from their works. Potential for inclusion: Selected images of the complex area, each building, and author histories.

POC: Mary Occhipinti

STATUS: In Process

2. Management and Staff photos on website: Photos of management and staff on the website. Staff photos would have first names only. Inclusion of photo is decision of each individual management and staff member. This project is subject to approval by the management office. NOTE: Photos will be created by Paul Francuch, committee photographer.

POC: Richard Vicens, JK manager.

STATUS: No update.

3. Board of Director photos on website: Photos of board members on the website. Inclusion of photo is decision of each individual board member. This project is subject to approval by the board. NOTE: Photos will be created by Paul Francuch, committee photographer. Board member photos have been approved by Duane Hickling, board president and individual photos are in process.

POC: Paul Francuch for photos.

STATUS: In Process

5. Review of website for possible additions or modifications. Neighborhood information will be reviewed annually (January) to reflect new and closed businesses not previously identified to the webmaster. The Facilities page will be updated with photos of the remodeled PH areas; Facilities page PH narrative needs revision.

Action: All committee members are requested to review the website and especially 'Neighborhood' information prior to the meeting and report any suggested changes.

POC: Ron (Chair/Webmaster); Paul (Photos).

STATUS: Ongoing. To be reviewed at next meeting. Elly's Restaurant added to Neighborhood page; James Window Project Coordinator will use the website to provide relevant information during the project (POC: Webmaster).

## **NEW BUSINESS:**

1. Website committee makes the following recommendation to the board concerning use of the JamesKilmerCondo.org and the DK James/Kilmer Websites as representing the 'official' J/K website.

ISSUE: Paul discovered that our association management company has not provided the promised link to our website, and has maintained out-of-date and other incorrect data in their password protected owners section. [http://www.dkcondo.com/chicago\\_condo\\_associations/james\\_kilmer/community.htm](http://www.dkcondo.com/chicago_condo_associations/james_kilmer/community.htm)

BACKGROUND: Draper & Kramer (DK), our association management company, created on their corporate website a sub-site for each of their managed properties. In 2008 they advertised their web site to all James/Kilmer residents by a door drop. The board at that time advised DK management that the DK website could be confused with our 'official' JamesKilmerCondo.org website and that they should provide a link to our website from their link for the 'owners only' section. Their owners site currently contains many of our features and documents dated 2008, and other out of date information. Our board president has advised that J/K does not want to try to maintain 2 web sites. It's hard enough to maintain one -- much less 2. Furthermore, we'd never be able to keep them both data and content synchronized.

TASKED MISSION: The board has directed the web committee to prepare a recommendation for which website should be the official association website. The web committee approved the following recommendation for the board at the regular April Web Committee meeting.

The J/K Website Committee recommends to the JK board of directors that the association official website should remain JamesKilmerCondo.org. The committee does not believe DK management could adequately maintain our website content, and keep it updated, on their website. Our association would effectively lose control of 'our' official website content if DK's website was the de facto JK association official website. The association would have no basis for mandating the content on their corporate website, nor the timing and updating of content. While confident that DK management would want to be responsive to our desires, ultimately it is their corporate website. And needless to say, a change of management would then leave the JK Association with no active website. Having two similar 'official' websites for owner information will confuse both owners and residents, which is why we wanted the DK website to link to

ours (from their 'owners login' section (not password protected) or other link) making it clear that ours was the 'official' owner and residents website. There should not be two website where owners/residents get their 'official' owner information. And any renter/non-owner resident would only be able to access the content useful for both owners and residents in the owner section by having the owner login information which should not be available to them. Thus useful information would have to be added in two places on the DK website. E.g. Maintenance information, documents and forms, newsletters, committee minutes. As for any sensitive information worthy of password protection, our recommendation is to reference proprietary documents and note that they are available to owners in the J/K management office. Conventional wisdom, we believe, would opine that whatever is designated for 'owners only' will still make it into the public domain, but at least the association will have done all that is possible to make it via a non-approved source. Such is the reality of 620 individual owners having any access to documents from the website or from the management office or door drops. However, noting online that the proprietary documents are available in the management office should satisfy those concerned with easy online access to any document or other data. The management office could email the documents to owners if owner email addresses are maintained on file in the office. In sum, we do not believe that DK has the capability to make the owners section of their website responsive to our association needs, and provide owners and residents with the content our website currently provides. And even if DK could provide this capability in a timely manner our association would be ill served if we severed our contract and had to start a new website. The Website Committee recommendation is that the board direct DK to accomplish all of the following actions:

1. Direct DK to delete the James/Kilmer 'owners login' password protected menu item from their DK JK website page and remove all old/incorrect association content files.
2. Direct DK that if they cannot delete their 'owners login' password protected menu item, they should delete all existing files and content; and add verbiage advising the existence of our official website with a link to our JamesKilmerCondo.org site for owners and residents.
3. Direct DK to link the official JK website URL (JamesKilmerCondo.org) from their 'owners information' menu item (not password protected), and also from a prominent location on their JK website page without password protection (for non-owners). This should eliminate any confusion that might occur from an owner or resident looking for association information; this would include potential owners and renters.

Additionally, the committee recommends that the board commend DK for

providing information about James/Kilmer association information of interest to existing or new owners/residents on the DK website.

Further, we recommend DK be required to augment the James House building photos currently on the DK website J/K home page ([http://www.dkcondo.com/chicago\\_condo\\_associations/james\\_kilmer/community.htm](http://www.dkcondo.com/chicago_condo_associations/james_kilmer/community.htm)) by adding images of Kilmer House on the same webpage. An alternative would be to delete the James House photos so that no impression is given that James House comprises the James/Kilmer Condo Association.