



## New Mexico State Organization of DKG Officers and Committee Chairmen Report

### NMSO Spring Convention Executive Board Meeting April 26, 2024

Date: April 17, 2024

Your Name and Chapter: Connie Holden, Psi Chapter

Your State Office or the State Committee You Chair: **Webmaster**

(Committee Members): N/A

Charges during this period: **Regular Webmaster duties:**

1. Design, maintain, and update the DKG New Mexico State Organization website.
2. Only post what is approved by the NMSO President.
3. Continue to meet International requirements to be linked to the International website.
4. Keep the site current with any state and chapter officer changes.
5. Update forms and documents when necessary.
6. Upload and post all electronic issues of the NewsRunner.
7. Advertise State and International Conferences and events.

Outcomes: **2023-2024 State Website Maintenance included:**

1. Input all the new biennium Executive Board members with contact information.
2. Input all the new biennium committee chairs with contact information.
3. Update the website with the new NMSO motto.
4. Uploaded each new edition of the NewsRunner as it was published.
5. Added a page for available archive versions of the NewsRunner.
6. Add new information as I receive it, promptly.
7. Added a new page specifically for NMSO forms that members have access to at any time.
8. Worked with treasurer, Yvette Moore, to create the ability to register online for NMSO conventions.
9. Researched the possibility of changing website platforms from Weebly to Wix.
10. Removed or archived past reports, forms, etc.

Recommendations requiring action by the Executive Board: None at this time.

Rationale: N/A

Respectfully Submitted,

Connie Holden