



NEFA Sub-committee Report Sheet



Nefana.org Website Committee Report November 25th2009 “Our primary purpose is to carry the message of Narcotics Anonymous via the internet”

Last meeting Date: August 11th 2009

Next meeting see ASC page or read Minutes

Contact Information:

Web-Chair Acting Webmaster “Lee” Leland M. Webchair@Nefana.org 443-797-3195

Non-Voting Web Secretary Suzanne B Websecretary@nefana.org 443-517-3271

Consulting Webmasters JC C. & Stan O. ConsultingWebmasters@nefana.org 410-276-4605

Terri C Webdesign@nefana.org 443-465-0086

Brothers/Sisters in Service,

I must apologize to the area for the site being down for approximately 24 hours from 11/10/09/ to 11/11/09. A system restore was ordered and the charges were made before we could cancel the restore service. We created an emergency protocol, a redirect page and the site was back online by 11/11/09 10 pm. A receipt for Go-Daddy’s services are attached.

On November 22th the nefana.org website data base was backed up in its entirety. Files were placed in an archive and transferred via email to Executive Body members.

- ✓ HI minutes posted
- ✓ ASC minutes Posted
- ✓ Web site committee minutes posted
- ✓ NEFACNA 3 early registration posted
- ✓ Regional Service Meeting December 2009 posted in ASC & Special Events
- ✓ Ad Hoc Meeting Location Committee posted under ASC
- ✓ New meeting Locator update guidelines posted
- ✓ New Year Party Flyer posted
- ✓ Merritt Pointe group, and Firm foundation were posted in Meeting support
- ✓ A posting for change of entrance/location was made for Saturday night Serenity and Firm Foundation.
- ✓ Calls were made to research the IFBY-Phone service per GSR Jim P.
- ✓ All Meeting Maps for nefana.org have been changed to NEFA Google account by JC.
- ✓ NEFA Agenda Form posted In ASC
- ✓ New Flyer posted
- ✓ New account manger access was given to JC consulting webmaster.

From Jan 1 - Nov^{22th} 2009 5901 Visits including over (23+ states 100 + cities and 13+ countries).

All Groups needing support please see me after the meeting.

We are requesting the co-operation of all subcommittees to provide documents for posting in a timely manner our turn-around is minimum 72hours maximum 120 hours to help better serve our Area. We may be contacted via email or by phone using the above contact information. We also welcome input from all members of Narcotics Anonymous through the email provided on our website.

We are here to serve Narcotics Anonymous.
In Loving Service,



NEFA WEB SITE COMMITTEE MEETING MINUTES

November 10th, 2009

“Our Primary purpose is to carry the message of Narcotics Anonymous via the Internet.”

Meeting opened at 7:25 p.m. with the Serenity Prayer.

Nefana.org Committee

Chair/Acting Webmaster Leland M. Non-Voting Secretary Suzanne B., Consulting Web Masters JC C. Stan O. Graphics Terri C

Review of Last Month's Minutes: Last month's work was reviewed.

Chair Report/ Webmaster Leland M. note: The site was down and a redirect page was already created and in place.

On November 4th the nefana.org website was backed up in its entirety. Files will be placed in an archive for subsequent storage and a copy then transferred to the Executive Body. The frequency that backups will be made and alternate methods of backup and delivery will be discussed.

- ✓ HI minutes posted
- ✓ Web site committee minutes posted
- ✓ NEFACNA 3 early registration posted
- ✓ Regional Service Meeting December 2009 posted in ASC & Special Events
- ✓ Ad Hoc Meeting Location Committee posted under ASC
- ✓ New meeting update guidelines posted
- ✓ New Year Party Flyer posted
- ✓ Merritt Pointe group posted in Meeting Support
- ✓ Firm Foundation new location posted in Meeting support and regular listing.
- ✓ Calls were made to research the IFBY-Phone service per GSR Jim P.
- ✓ Request was made to update all Meeting Maps for nefana.org using a nefana.org Google account as opposed to using former webmaster IRV E's account
- ✓ NEFA Agenda Form posted In ASC
- ✓ New Flyer

Questions and suggestions/Submissions for the nefana.org sub-committee Agenda on November 10th 2009

- **Q. Backup protocol possible alternate plug-in**
- **S. request for the change of IRV E.'s Maps account to our NEFA Google map account**
- Q. Should we pursue The Joomla phone project?
- Q. What else can we create using the new CMS to better serve the fellowship of Na
- Q. Where can we find the NEFACNA 1 Tapes?
- Q. Chat room development or Not
- Q. Flyer Design

Secretary Report N.A.



Consulting Webmaster Report JC

JC gave commentary on Back-up procedures in lieu of the site being down.

Web-Graphics Terri C

N.A

Old Business

The work completed as a result of the October 2009 Nefana.org meeting was brought up again in discussion at this meeting regarding CMS and The New modules/interactive features under development for the site.

New Business Emergency and Back up Protocol

1. What to do as result of the website being down
2. What Joomla Back up module to use in the future to prevent data loss
3. Back up protocol
4. Nefana.org flyer redesign
5. Account managers access

Summary of Subsequent Discussions

- ❖ 3 copies of the website's data base and files should be available after each backup. Server side, admin local and to the ASC.
- ❖ Joomla-Pack back up file locations for complete site backup
- ❖ Creation of a custom redirect page to regional website with Hotline number in case of maintenance issues.
- ❖ To create a managers account for a consulting webmaster to have access to in case of emergency.
- ❖ To use Chair Bruce G Flyer this month.

Meeting closed at est. 8:13 p.m. with the Serenity Prayer.



Findings 11 /22/09 Work completed and/or in progress

- ✓ Go-daddy was called and a system restore was ordered with their verbal agreement not to charge nefana.org if the site was online before they could restore the database.
- ✓ Subsequently we were able restore the site ourselves with a copy of the data base we had already backed by creating a new data base and importing the old backup with only three day of traffic statistics missing.
- ✓ Go-daddy did not honor their verbal agreement and a verbal complaint was made.
- ✓ ASC minutes posted
- ✓ Lighthouse Pointe meeting listing corrected
- ✓ A posting for change of entrance/location was made for Saturday night Serenity and Firm Foundation's location was changed in the normal nefana.org online schedule.
- ✓ All files were backed up on 11/22/09 data base files were sent to ASC members via email.

Work in Progress:

- ✓ Chat room options for re-launch
- ✓ Research for click to dial Hotline
- ✓ Location of the NEFACNA 1 Speaker Tapes for posting.
- ✓ Posting of Basic text tapes online

The December meeting is (12/09/09) See ASC Page

Submitted to "The North East Freedom Area of Narcotics Anonymous

In Loving Service,
Brother "Lee" Leland M

GoDaddy.com, Inc.

[PRINT](#)

Receipt#: 202758674

DATE: 11/9/2009 10:27:02 PM

Customer #: 24272143

Billing Information

Northeast Freedom Area Narcotics Anonymous
PO Box 18057
Middle River, MD 21220
US
Daytime Phone: 4437973195
Evening Phone: 4437073195
Email: scaliwagg@msn.com

Name:

Paid: Visa (\$150.00)

Account Number: #####6123

<u>Label</u>	<u>Name</u>	<u>Attributes</u>	<u>Unit</u> <u>Price</u>	<u>Today's</u> <u>Price</u>	<u>Qty</u>	<u>Extra</u> <u>Disc.</u>	<u>Total</u> <u>Price</u>
111300-1	Hosting Restore Fee		\$150.00	\$150.00	1	\$.00	\$150.00

Subtotal: \$150.00
Shipping & Handling: \$.00
Tax: \$.00

Total (US Dollars): \$150.00