



Communications Committee Meeting
Commissioners Room
Monday, December 19, 2011; 2:00 p.m.

AGENDA

1. Call to Order
2. Roll Call
3. Welcome new Committee members Janet Anderson and Commissioner Lorraine Zellers.
4. Approval of Agenda
5. Correspondence
6. Approval of Minutes – Meeting held on August 25, 2011
Meeting held on November 15, 2011
7. Review of Committee Mission Statement and history of Committee issues examined.
8. Old Business
 - A. Discussion of status of City website changes initiated by the Committee: “Visitor Information”, “Rehoboth Beach in the News”, “City Meeting Schedule and Records” formatting and other generic changes.
 - B. Discussion and consideration of additional recommendations for website maintenance and updates.
 1. Facilitating access to and submittal of forms online.
 2. Enhancing the current “Search” function.
 3. Implementing new Google maps.
 4. Facilitating a bulletin board for alert-type messages.
 5. Other.
 - C. Report on meeting with representatives of the Convention Hall to present committee recommendations for better utilizing the City website to market the Convention Hall.
 - D. Follow-up on Committee recommendations to budget for maintaining website.
9. New Business
 - A. Introduction to Google analytics as a tool for evaluating website design and use.
10. Discuss and prioritize items for future agendas.
11. Set next meeting.
12. Public Comment
13. Adjournment

AGENDA ITEMS MAY NOT BE CONSIDERED IN SEQUENCE

For additional information or special accommodations, please call (302) 227-6181
(TDD Accessible) 24-hours prior to the meeting.

amw: 12/12/11; posted 12/12/11

pc (Via Fax) Cape Gazette, Coast Press, State News