I. May 17, 2023
II. Web Manager
III. Karen Berry McCool (Web Manager, 2022-2024) and Kerry Masteller (Assistant Web Manager, 2023-2024), with plenty of help from Web Committee Co-Chairs Woody Colahan and Laura Jacyna

IV. We would like for the Board to consider establishing a new Virtual Convention Manager position, to parallel the already existing Convention Managers. This would alleviate some of the burden on the Web Team (to include not just the Web Managers but the Web Committee Chair(s), as well), whose primary responsibilities include website maintenance, design, and development. This position would likely work closely with both the Convention and Web Managers, and some work could still be shared, but the end result would likely be a higher-quality conference experience for virtual attendees in addition to a higher-quality overall web presence. Given that the hybrid nature of conferences isn’t likely to go anywhere anytime soon, and that the new virtual sphere of conferences requires a nuanced and detail-oriented approach, we feel that this extra set of hands would benefit MLA Officers, Board members, attendees, and members alike.

V. BRIEF SUMMARY OF ACTIVITIES
   A. **Website Support for MLA Members.** Over the last three months, the Web Team has resolved 107 tickets through the Freshdesk ticketing system. This has included various routine requests and questions that come in through various channels.
   B. **2023 Annual Meeting.** The Web Manager and outgoing Assistant Web Manager and Web Committee Chair served on the conference planning task for the 2023 annual meeting. Given that this was the Association’s first hybrid meeting, there were even more moving parts than normal, and much work was done to maintain Sched, YM, WordPress, Zoom, and other platforms in accordance with presenter/attendee/task force plans and needs pre-, mid-, and post-conference. Mustache Power Productions (MPP) was an absolute pleasure to work with, and we recommend that MLA continue to contract with them. All in-person sessions were uploaded to Vimeo directly by MPP, and Committee/IG/Chapter meetings were uploaded afterward by the Web Team, who has been working with 3Play to add/edit captions for session recordings.
   C. **Gradual migration from YM to WordPress.** The Web Manager has continued working with Chapters to migrate content from YM to WordPress, while Web Committee Co-Chair Laura Jacyna has been planning the transition of the main MLA site. The end goal is to make MLA website management more centralized and user-friendly. As a note, this is purely a move of web content, not of financial or member data.
   D. **MLA News migration.** The Web Team worked with the News Editor to transition the MLA Newsletter into a new blog-style format, including the creation of a content submission form.
   E. **Copyright for Music Librarians migration.** The Copyright Site Editor, Amy Hunsaker, completed migration of site content to Wordpress, and worked with the Web Team to refine design elements and redirect links from the main MLA website to the new platform.

VI. Alignment with the 2022-2030 Strategic Plan Objectives:
   A. Goals 1-4; specifically, Objectives 1.4, 1.6, 2.1, 2.3, 2.4, 3.5, 3.7, 4.1, 4.2
B. Goals 1-4; specifically, Objectives 1.4, 1.6, 2.1, 2.3, 2.4, 3.5, 3.7, 4.1
C. Goals 1-4; specifically, Objectives 1.4, 1.6, 2.1, 2.3, 2.4, 2.5, 3.5, 3.7, 4.1, 4.2
D. Goals 1-4; specifically, Objectives 1.4, 1.6, 2.3, 3.5, 4.1
VII. Both Web Managers have completed implicit bias testing and training.