**MDMLG WEBMASTER ANNUAL REPORT
2024-2025**

**Goals & Objectives**

1. Maintain and update an informational web site for MDMLG.
2. Maintain two organizational listservs: one for MDMLG members and other interested individuals, and one for the MDMLG Executive Board members.
3. Publish the Annual MDMLG Directory on the web.
4. Publish the four issues of the MDMLG News.
5. Serve as the point person for MDMLG web tools (PayPal, MDMLG Google Site/Wiki, Blogger, etc.).
6. Update the MDMLG website to obtain a secure certificate from ProvideNet.
7. Continue to investigate the use of new technologies for MDMLG business.

**Accomplishments:**

Three issues of the **MDMLG Newsletter** were published in PDF format on the MDMLG web site in conjunction with the MDMLG Newsletter Committee. The last issue will be published on the web site in June.
<http://www.mdmlg.org/newsletter-archives.htm>

The **Announcements for each of the MDMLG Programs, Webinars, CE Events, and Networking Event** were put on the web site, along with **speakers’ notes and presentations**, when available.
<http://www.mdmlg.org/meeting.htm>

The **Meeting Minutes** for both the General Membership Meetings and the Executive Board Meetings were mounted on the Members-Only portion of the web site, along with the **Treasurer's Reports** for this fiscal year.
http://www.mdmlg.org/members/minutes.htm
http://www.mdmlg.org/members/treasurer.htm

The current **MDMLG Directory** was created initially in September with information obtained from the MDMLG Membership Board Member, and subsequently updated as needed. In addition, the **MDMLG Listserv** was updated as needed.
<http://www.mdmlg.org/members/directory.htm>
<http://www.mdmlg.org/listserv.htm>

The **MDMLG Blog** was updated on a regular basis to reflect the meetings, events, and announcements.
<https://mdmlg.blogspot.com/>

Many other web pages were added or updated on the MDMLG web site: **Committee/Board Member web pages, Executive Board/Committee Chair Goals and Objectives, Annual Reports, Student Award, MDMLG History, Slate, Student Portal, MDMLG/SEMCME Joint Project, and the Site Index.** The **Job Bank** web page was updated as needed.

MDMLG continues to successfully use PayPal via JotForm as a method of collecting money for membership renewals and events. A detailed transaction spreadsheet is sent to the MDMLG Treasurer prior to each Executive Board Meeting.

Changed the **Members-Only Password** and notified all current members.

**Ongoing:**

Continued to work on the joint **MDMLG/SEMCME joint project**. I have met regularly with the three SEMCME team members and send regular updates for their QI Library website. I created an MDMLG web page with information about the project.

**In Process:**

Continued to develop the revised MDMLG website and obtain a secure certificate from ProvideNet.

**MDMLG Web Site Information:**

**Location**: <http://www.mdmlg.org>
**Web Hosting Company**: ProvideNet – <http://www.provide.net>
**Blog Hosting Company**: BlogSpot – <http://www.blogger.com>
**Wiki Hosting Company**: Google Sites – <https://sites.google.com/view/mdmlg-wiki>
**Web Development Software:** Dreamweaver (Adobe) - <https://www.adobe.com/products/dreamweaver.html>  **Online Payments and Collecting Funds**: PayPal – <http://paypal.com>

**Average number of hits per month**:
 2024-2025 – 4,060 (50% increase!!)
 2023-2024 – 2,710
 Total number of hits in 2024-2025 – 48,724

**Total number of web pages on the MDMLG web site**:
 2024-2025 - 2,487 (4% increase)
 2023-2024 – 2,398

**MDMLG Listserv Information:**

Hosting Server: L-Soft list server at University of Iowa – List@UIowa.edu
Number of subscribers to GMR-MDMLG: 268
Number of subscribers to GMR-MDMLGBD: 18

Submitted By,

Valerie L. Reid
MDMLG Webmaster
May 16, 2025