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| **MDMLG Webmaster****Goals & Objectives****2023-2024** |

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**Charge**

The MDMLG Webmaster is charged with developing and maintaining the Internet presence for the Group.

**Committee Members**

Valerie Reid

**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 Wiki, Blogger, etc.).
6. Update the MDMLG documentation into current software formats (Microsoft Word and Excel) to promote security and accessibility of data; determine the year-ranges necessary for updating.
7. Work with the MDMLG Archivist to determine new procedures for backing up our website and electronic documents.
8. Update the MDMLG website to obtain a secure certificate from ProvideNet.
9. Continue to investigate the use of new technologies for MDMLG business.

*Respectfully submitted,*

*Valerie Reid
July 28, 2023*