



## Webmaster Report, 2019 Fall Meeting

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### OHSLA Webmaster Report

Liz Lyman and I cleaned up the expired memberships and pending invoices in the Wild Apricot system, based on the proposed schedule and steps created by myself, Don Pearson and Marilia Antunez last year.

- We archived and removed anyone from the listserv (70 individuals) who hadn't renewed their OHSLA membership since 2018, although quite a few were expired much longer than that. Their membership records are currently archived in Wild Apricot, which means if they log-in with the email they originally used to register, the account is reactivated. If they use a different email, a new account is created. Archive status means that inactive members are not counted against us in our total allowance and are dormant until reactivated. In the meantime, they are not included in any email communication.
- We also made some changes to give more time when a membership officially "lapses" to account for delays in checks arriving through the mail and to allow for a system that we can easily keep up with.
- Lapsed members who are overdue by 6 months or more are removed from the listserv since this is a benefit of membership.

The website event page and Fall meeting registration were updated to clarify that event registration does not also automatically renew OHSLA membership. A link to membership renewal was added.

There is a glitch in the Wild Apricot system, that causes the macro used to populate Event email reminders with a registration link to insert the wrong link and default to past events. A ticket has been opened with Wild Apricot.

New members since September have been added to the listserv:

Lyndsey Schaeffer

Wendy Hess

Hannah Melcher