

Information Officer Report for 4/27/17

A Cup of Cold Water Board Meeting

Website: We have secured the address of www.accwmaui.org as our external website address. Jim has been busy with other work, but will start design of the new website soon.

We will be able to have a storage area for documents on the website that will be secured with password access. We can also have documents/files (annual reports, etc) that are not password protected for access by the general public.

ACCW Email Addresses: With the above URL (Unique Resource Locator) secured, we can now have as many email addresses as we want. For example, I now have chuck@accwmaui.org that I use and ask you to send my email to that address for ACCW business. You all can have a similar email address. We can also establish other email addresses that can forward on or be used as a separate account, such as president@accwmaui.org or treasurer@accwmaui.org etc.

Email Distributions: We now have addresses that will go to the respective groups that any of us can access. Here is the current list:

bod@accwmaui.org (An email to this address is delivered to everyone on this list who is on Board of Directors)

clergy@accwmaui.org (An email to this address is delivered to everyone on this list who is Clergy list.)

diocesancouncil@accwmaui.org (An email to this address is delivered to everyone on this list who is on ACCW Diocesan Council list.)

friends@accwmaui.org (An email to this address is delivered to everyone on this list who is on Friends list.)

in-reach@accwmaui.org (An email to this address is delivered to everyone on this list who is on In-Reach.)

runleaders@accwmaui.org (An email to this address is delivered to everyone on this list who is a run leader.)

supply@accwmaui.org (An email to this address is delivered to everyone on this list who is on Supply Team.)

volunteers@accwmaui.org (An email to this address is delivered to everyone on this list who Runrider list.)

Mailchimp: We have a free account with Mailchimp as we are a non-profit. This can be used for email newsletters to the entire subscription base. The emails could look similar to the way the Trinity emails do.

Phone Options/Recommendation: ACCW has an AT&T 'no contract' phone bought at Radio Shack in August of 2013. The phone number is on the van and all our literature. ML renews it every year by paying \$100.00 (104.16) by April 25, works out to \$8.33 a month. It gets paid a couple of days early each year so that I don't miss the date. Calls are .10 a minute. We receive very few calls. ML doesn't check the text messages but she does check the voice mail almost every evening.

Phone.com (Cost \$9.36/month with 100 free minutes/month then 4 cents per minute above 100 minutes or rate of \$18.72/month for 500 free minutes/month)

Good news: This is a very viable solution for us instead of paying a similar amount for a cell phone. We could have both/either an 800 (tollfree) number AND/or we could have an 808 (local) number, including our current number. They checked and we could 'port' the existing number over to them 808-419-1637 so we would not have to reprint brochures, websites, etc. There is no fee to port that number over.

Better news: We would have a very professional cloud based phone system (VoIP) that can route calls to the appropriate person with much more flexibility. When people call the number we can set it up so that it directs the calls to the correct people, so we could say 'Mahalo for calling ACCW, press 1 if you are a person in need of homeless outreach services OR JUST STAY ON THE LINE, press 2 if you are a person or business looking to make donations to ACCW, press 3 if you wish to volunteer work for ACCW, press 4 for company directory (then there is alphabetical spelling and/or departments listed to select from). The system would then route the call to the correct people in those areas.

Incoming calls to people's cell phones or home phones would identify it is an ACCW related call. Also it would accept faxes and transcribe voicemail messages to email messages that could go to each respective department/person. Calls to/from Canada, UK, France, Germany, Israel, Italy, Netherlands, Puerto Rico are included in our 100 or 500 minutes at no additional charge.

From your cell phone, you can dial out and have the ACCW caller ID number show up instead of your cell number.

It is unlimited number of extensions and very flexible.

Even Better News: We get to try this for 30 days free.

Bad news: The only issue I see with this is it cost about a \$1 more per month than what we currently use, but we could sound much more like a professional organization and you wouldn't be the only one having to answer the calls. The extra \$1/month would likely be saved as there are no charges for the first 100 minutes that currently cost us 10 cents per minute or \$1.00 for 100 minutes.

MY VOTE WOULD BE TO GO WITH PHONE.COM WITH THE 100 MINUTE PLAN. We can set up an 800 number free for a month and see if we like it. If we do, we can port the 808-419-1637 number over later.

Next Month's Report: I've been able to open up an account with www.techsoup.org for ACCW. It allows us to get non-profit organization rates for things like services (eg Microsoft Outlook, Microsoft Office) and greatly discounted hardware (new computers, laptops, etc). I'll have more research for this aspect of information management next month.