



**PUBLIC INFORMATION Subcommittee Annual Report
Panel 69, November 2019**

Subcommittee Meetings:

- Conducted five (5) face-to-face subcommittee meetings (4 full-length, 1 abbreviated)
- Conducted four (4) meetings by telephone.

Summary of Subcommittee Activities:

- Rotated new subcommittee members at the December 2018 Area Quarterly Meeting – distributed subcommittee materials (event displays, pamphlet racks, literature stock, etc.) to each member
- Attended 23 events and workshops.
- Participated in BELT (Broadcast Email Launch Team) with Area Officers, and Webservant to develop, install, test, and launch the new email system utilizing mailchimp email service to improve communication with Area 59 membership
 - Utilized the new email system to distribute information to Area 59 membership regarding EPGSA registration
 - Currently developing guidelines for future use of new email system in other projects by all Area 59 subcommittees and officers
 - Discussed methods to increase subscriptions to the new email service to all Area 59 members
 - Coordinated with Literature subcommittee on publishing “We...” Newsletter to the membership using the new email system.
- Reviewing, researching and considering Delegate’s referral regarding District 29’s request for Area 59 to support a 2020 General Service Conference Agenda Item:

“That Area 59 request an agenda item at the next Conference for: AAWS to halt Google AdWords and Google Nonprofits after the trail run; while simultaneously taking a survey of the Groups to find out if there is 2/3 support for continuing Google AdWords/Nonprofits.”
- Via the Webservant:
 - Continue to receive, review for anonymity, and post all Area Quarterly reports
 - Continue to update minor corrections/rotate outdated information
 - Posted updated 2019 Online Area Structure Manual
 - Encouraged membership to use the new online registration via the Area 59 website for the EPGSA 2019
- Conducted a subcommittee inventory at the Area Inventory event in October 2019
- Submitted EPGSA Subcommittee Workshop theme – “Not Just Another Website”
- Continued discussion on organization of web site for the purpose of developing communication plan to help members better utilize the area web site.
 - Finalized survey to assess membership use of, and feedback, on website.