

Website Advisory Committee Meeting Minutes—October 3, 1-2:30

Present: Daniel Whitehead, Melanie Morgan, Angela Davis, Chad Fortner, Allen Phillips-Bell, Jacob Vaccaro, Siu-Ki Wong, Claire Leverett, Marcella Frederiksson, Sarah Bonner, Daniel Nañez, Amber Westall Briggs

1. Introductions / Agenda Review / Minutes

Welcomed new member Amber Westall Briggs from Avery-Mitchell-Yancey Regional Library.

2. Vendor Accessibility Audit

Claire went over the Accessibility Audit Instructional Sheet which she has shared in an email with committee members. There are 23 resources to divide up among WAC members; 2-3 resources per member. Member types in name on the Resource Signup Sheet and selects which resources they are evaluating and then proceeds to score them.

Claire briefly described the steps to evaluate resources:

- Lighthouse Scores Sheet
- Using WAVE to identify errors (first Install [WAVE](#) and then use Wave Errors Form to copy & paste answers into form)
- Manual checks (See Step 4)

Marcella explained how to conduct manual checks (Step 4) and that we do this because there are accessibility checks a computer cannot check automatically.

All of the information shared is available in the Accessibility Audit Instructional Sheet. Claire expressed appreciation to members.

Members were reminded if they have any questions to email the WAC list. **We hope to finish the audit by October 31st.**

3. Project Plans – 2022-2023

Daniel discussed his three goals for the year.

Open Discussion

Daniel offered the group the opportunity to give suggestions or recommendations for future projects.

4. Updates from Committee Members

Daniel asked for updates or projects committee members are planning.

5. Next Meeting (s)

Members briefly discussed in person meetings, but due to budget and time constraints, virtual is still preferred. However, some members expressed the value in having an in-person meeting maybe once per year.

Meeting Adjourned at 2:09