

Current Item	Access*	Submitted By	Current Description	Current URL	
	*President, Vice president and Web Master have full access to all web areas.				
LANDING PAGE	Public	Allen Maroney		https://stpeteastronomyclub.org	
Member Sign-In	Public	Allen Maroney	Option to reset password	https://stpeteastronomyclub.org/Sign_In.php	
NASA APOD	Public	Allen Maroney		https://stpeteastronomyclub.org	
Club Introduction and Meeting Info	Public	Allen Maroney		https://stpeteastronomyclub.org	
Star Party Requests	Public	Allen Maroney	Outreach Requests	https://stpeteastronomyclub.org	
Announcements, Viewing	Public	Allen Maroney		https://stpeteastronomyclub.org	
OBS Star Party Info	Public	Allen Maroney	Our annual week-long star party	https://stpeteastronomyclub.org	
Newsletter Viewing	Public	Allen Maroney		https://stpeteastronomyclub.org	
Public contact Info & 501(c3) info	Public	Allen Maroney		https://stpeteastronomyclub.org	
Join SPAC online	Public	Allen Maroney	make more prominent, Links to page a right	https://stpeteastronomyclub.org/application.php	
HOME button Options	Public	Allen Maroney	Returns to the landing page	https://stpeteastronomyclub.org/index.php	
CALENDAR button Options	Public	Allen Maroney		https://stpeteastronomyclub.org/index.php	
View the club's Google Calendar	Public	Allen Maroney		https://stpeteastronomyclub.org/calendar.php	
Edit the club's Google Calendar	__??__	Allen Maroney	Who owns and may edit this calendar?		
GENERAL MEETING button Options	Public	Allen Maroney		https://stpeteastronomyclub.org/index.php	
MONTHLY VIEWING button Options	Public	Allen Maroney	Button to Club Admin options	https://stpeteastronomyclub.org/index.php	
Info and rules about Monthly New Moon Weekends	Public	Allen Maroney	Contains a PayPal link to pay for the weekend	https://stpeteastronomyclub.org/viewing.php	
ANNUAL STAR PARTY button Options	Public	Allen Maroney	Button to Club Admin options	https://stpeteastronomyclub.org/index.php	
Info and rules about Annual OBS Star Party	View: Public Edit: OBS Chair	Allen Maroney	May include OBS related announcements	https://stpeteastronomyclub.org/OBS/	
Sign up form for OBS using PayPal or EventBright. Show how many spaces are available during sign-up period.	Public during open registration	Allen Maroney	Only accessible during OBS registration period. Linked to OBS page during open registration period.	https://stpeteastronomyclub.org/OBS/registrationForm.php	

Current Item	Access*	Submitted By	Current Description	Current URL	
Add and remove sponsor logos linked to their web site on the OBS Page	View: Public Edit: OBS Chair	Allen Maroney	Manual process	See this page for an example: https://chiefelandastro.com/astrofest/	
Display information and a photo of the raffle telescope and a link to purchase raffle tickets.	View: Public Edit: OBS Chair	Allen Maroney	Manual process. This has a separate display window than from the OBS.	https://stpeteastronomyclub.org/OBS/registrationForm.php	
Display star party apparel and a link to purchase	View: Public Edit: OBS Chair	Allen Maroney	Manual process	https://stpeteastronomyclub.org/OBS/registrationForm.php	
Mirror Lab button	Public	Allen Maroney	Takes them to the Mirror Lab external page on new web page	https://telescopeclub.com/	
MEMBERS ONLY button Options	Visible only to Members after signing in	Allen Maroney	Button to Club Admin options	https://stpeteastronomyclub.org/index.php	
Edit your profile	All Members	Allen Maroney	Edit Phone, Address, etc	https://stpeteastronomyclub.org/membersOnly.php	
View Club Documents	All Members	Allen Maroney		https://stpeteastronomyclub.org/membersOnly.php	
Option to display Club Rouser	All Members	Allen Maroney		https://stpeteastronomyclub.org/membersOnly.php	
Option for Online Membership Renewal (PayPal)	All Members	Allen Maroney	PayPal. Select Membership Type: Family \$35, Patron \$50, Benefactor \$100	https://stpeteastronomyclub.org/membersOnly.php	
Option to Print Membership Card	All Members	Allen Maroney	See Wish List	https://stpeteastronomyclub.org/memberCard.php	
Display Club Officers and contact info	All Members	Allen Maroney		https://stpeteastronomyclub.org/membersOnly.php	
OUTREACH COMMITTEE button Options	Visible only to Officers	Allen Maroney	Button to Club Admin options	https://stpeteastronomyclub.org/index.php	
View Outreach Committee Members	All Officers	Allen Maroney		https://stpeteastronomyclub.org/outreach.php	
Manage Outreach Committee Members	Outreach Chair	Allen Maroney	Email all Outreach members, Add and remove Outreach members, Select RecMail members	https://stpeteastronomyclub.org/outreach.php	
LEADERSHIP button Options	Visible only to Officers	Allen Maroney	Button to Club Admin options	https://stpeteastronomyclub.org/index.php	
View Membership Summary	All Officers	Allen Maroney		https://stpeteastronomyclub.org/leadership.php	
View Club Documents	All Officers	Peter McLean		https://stpeteastronomyclub.org/leadership.php	
View Current Business Meeting Minutes	All Officers	Peter McLean	Current Year	https://stpeteastronomyclub.org/leadership.php	
View Historical Business Meeting Minutes	All Officers	Peter McLean	Select Minutes by past years	https://stpeteastronomyclub.org/leadership.php	
Manage Business Meeting Motions	All Officers	Peter McLean		https://stpeteastronomyclub.org/leadership.php	
View Leadership Team	All Officers	Peter McLean		https://stpeteastronomyclub.org/leadership.php	

Current Item	Access*	Submitted By	Current Description	Current URL	
Manage Leadership Team		Peter McLean		https://stpeteastronomyclub.org/leadership.php	
CLUB ADMIN button Options	Visible only to Officers	Allen Maroney	Button to Club Admin options	https://stpeteastronomyclub.org/index.php	
Display Membership Summary	All Officers		See Page	https://stpeteastronomyclub.org/index.php	
Manage Club Documents	All Officers	Peter McLean	PDF Only, Upload, Delete	https://stpeteastronomyclub.org/manageDocs.php	
SPAC Officers & Staff	President, VP			https://stpeteastronomyclub.org/manageStaff.php	
Add/Edit Motions	Secretary	Peter McLean		https://stpeteastronomyclub.org/leadershipMotions.php	
Pending Memberships	Secretary, Membership Chair	Peter McLean		https://stpeteastronomyclub.org/pending.php	
Add a Member	Secretary, Membership Chair	Peter McLean		https://stpeteastronomyclub.org/memberProfile.php?action=addMem	
Reinstate a Member	Secretary, Membership Chair	Peter McLean		https://stpeteastronomyclub.org/memberProfile.php?action=reinstate	
Email All Members	All Officers	Peter McLean	In three groups now to prevent blacklisting	https://stpeteastronomyclub.org/index.php	
Email Renewals	All Officers	Peter McLean	Option for last month, this month and next month renewals	https://stpeteastronomyclub.org/index.php	
Export Members Table	All Officers	Peter McLean	Export as a CSV file	https://stpeteastronomyclub.org/index.php	
Export Renewal Due Table	All Officers	Peter McLean	Export as a CSV file	https://stpeteastronomyclub.org/index.php	
Edit Club members	Owner, Secretary	Peter McLean	Delete, Update, and email individually as needed	https://stpeteastronomyclub.org/admin.php	
Manage Club Documents	All Officers	Peter McLean	PDF Only, Upload, Delete	https://stpeteastronomyclub.org/admin.php	
Manage Business Meeting Minutes	Secretary	Peter McLean	PDF Only, Upload, Delete	https://stpeteastronomyclub.org/admin.php	
Manage Newsletters	SPACE Editor	Peter McLean	PDF Only, Upload, Delete	https://stpeteastronomyclub.org/nlAdmin.php	
OBS ADMIN button Options	OBS Chair	Allen Maroney	Button to OBS Admin options	https://stpeteastronomyclub.org/OBS/obsAdmin.php	
Contact Table	OBS Chair	Allen Maroney	This table shows all those who have registered for an OBS since 2018	https://stpeteastronomyclub.org/OBS/contactTable.php	
Name Badge Table	OBS Chair	Allen Maroney	Used to create OBS name badges with title and dinner option	https://stpeteastronomyclub.org/OBS/nameBadges.php	
Check-In Table	OBS Chair	Allen Maroney	OBS Check-In Sheet	https://stpeteastronomyclub.org/OBS/checkin.php	
Assign Staff	OBS Chair	Allen Maroney	Assign OBS Staff, Speakers, and Vendors	https://stpeteastronomyclub.org/OBS/assignStaff.php	
Manage OBS Documents	OBS Chair	Allen Maroney	Two docs: Rules.pdf and Observing_List.pdf, should be available to our attendees. Special cases for those names to make visible to all OBS attendees.	https://stpeteastronomyclub.org/OBS/manageDocs.php	

Current Item	Access*	Submitted By	Current Description	Current URL	
Update OBS Variables	OBS Chair	Allen Maroney	Updates the OBS year, start date, registration range costs for the OBS sign-up form. Also controls the raffle telescope ticket sale window.	https://stpeteastronomyclub.org/OBS/setVariables.php	
OBS Financials	OBS Chair	Allen Maroney	OBS Financials by year	https://stpeteastronomyclub.org/OBS/obsFinancial.php	
VSA Page	All Officers	Allen Maroney	Current targets, Info about smart telescopes and utilities, link to facebook page. Basic sample page (needs ability to change data) on current URL field	https://stpeteastronomyclub.org/VSA/VSA.htm	
Direct Chemicloud host access	Web Master	Allen Maroney	Ability to add/edit/delete email accounts	Not accessible from the SPAC web site	
Direct Chemicloud host access	Web Master	Allen Maroney	Ability to back up and restore databases	Not accessible from the SPAC web site	
Direct Chemicloud host FTP access	Web Master	Allen Maroney	Ability to add and delete web and CSS pages	Not accessible from the SPAC web site	
Direct Chemicloud host DB access	Web Master	Allen Maroney	Access to databases using SQL	Not accessible from the SPAC web site	
General Notes		Allen Maroney	Anything that is red will not be visable if the computer has a red screen (often used in the field with telescopes)		