

Euro Moot Progress Report

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Health, Safety, Risk

Done since last meeting:

- Investigated the cost of various health consumables (condoms, hand sanitizer, etc)
- Decided (with Chair) that a Breathalyzer would be likely to fall within the scope of the all practicable steps requirement of legislation
- Investigated the types of breathalyzers available, their running costs and servicing requirements

Todo list:

- Determine the requirements for a breathalyzer and produce a proposal for sharing costs with Round Table
- Determine where we can source first aid kits/supplies from. Work out what we need to purchase.
- Reach out

Website/IT

Done since last meeting:

- Worked with Andrew Kenny to set up the euromoot.com domain name and associated email addresses
- Investigated features available from our hosting provider
- Setup a placeholder website
- Devised a set of requirements for the website (see attached)
- Came up with a couple of responsive design concepts
- Came up with a couple of simplistic logo idea

Todo list:

- Follow up on Logo development with Saz
- Assist Saz to develop branding
- Develop website content

Website

We have registered the domain name euromoot.com for two years using GoDaddy at a cost of \$32.84. Kenny has now allowed us to use his hosting solution. This is the same solution used by She'll Be Right Moot and Big Bang Moot.

Technical Feature Provided by KiwiHosting

- PHP (version 5.4.45) - Not my favorite language but I can use it.
- Database (choice of Microsoft SQL Server 2008, MySQL 5, or Microsoft Access) - I think we can do without but if we need to we can use MySQL (I use a Mac so can't develop against the other two)
- FTP Access
- Custom Error Pages

Website Requirements

The website should:

1. be easy to use
2. be styled so as to clearly link to the theme
3. be 'mobile first'
4. clearly indicate that it is associated with Scouts New Zealand
5. provide easy access to any information that has been made public
6. provide the ability to print information in a usable form
7. provide the ability to download newsletter and/or posters
8. provide a call to action for registration
9. provide clear links to our social media presence
10. Provide a means to contact the organising committee

Website Information Requirements

1. What is Moot - An explanation of what moot is. Ideally with a few pictures so that it's not just a dry slab of text
2. When is Moot - The timing of moot. Maybe with a countdown timer
3. Where is Moot - A description of the moot site (with pictures) and map to show where it is. Clearly indicate that moot is in Canterbury, New Zealand (for the benefit of our international friends).
4. Theme - A description of the overall theme and each of the theme nights with pictures.
5. Tours - A list of the tours with pictures, prices, and an indication of fitness required.
6. Merchandise - A list of the merchandise items and packages.
7. Trophies - A list of the trophies up for grabs at Moot. Maybe with a mention of the last winner or two.
8. MOC - A list of the members of MOC with pictures.