To: FRRS Board of Directors
From: Paul Finnegan, Webmaster
Re: Museum Web Page
Date: December 7, 2015

Since the last report several new public interest items have been added to our web site. Eugene got a new graphic and information poster from our marketing team to promote the **2016 Santa Trains**. It is a striking image of 2873 leading our decorated caboose train. I posted the graphic on the home and Calendar web pages on November 17th. I added links to the information poster from the graphic, the Upcoming Events and the "Santa Train" dates on the December calendar. I am monitoring the number of downloads for the information poster. To date, the poster has been downloaded 594 times. In contrast, the total number of downloads in 2014 for last year's Santa Trains brochure was 751. In January I will give a final download count for 2015's poster.

Eugene provided me with the information, a graphic and PayPal information for the **2016 Western Pacific Historical calendar**. I used this as an opportunity to do a general review and update of the Archives web page when I replaced the 2015 information with the 2016 information on November 22nd. You can view the page at http://www.wplives.org/archives.html

On December 4th returning long time member Lew Barnard provided me with two videos for the WPRM Gallery web page that I have posted. One of the videos is a Santa Train video from days gone by so it is in season. Don Nelson, Lew and I are working on preparing a couple more videos for the page.

One of the maintenance items with the web site that I have been working on is the total number of files in our account. Our total disk usage is very reasonable for our web service, but we were getting nasty-grams from our web hosting company about the number of files. The file count on October 5th was 200,134. Of these 179,932 were in our mail system. At the Working Group meeting on November 7th, Kerry directed me to disable the email accounts except for Eugene, Tom and Mike. On Friday November 27th I backed-up all the mail system and then disabled thirteen mail accounts that appear to not really be used. It would be easy for me to restore the deleted email if requested. This reduced our file count to 34,956, a reduction of 83% which is now within our term of use agreement with our web host provider.

There may still be opportunities to clean up our email system. The current email accounts maintained on our web system are:

Email account	File Count	Disk Space	Comment:
eugene_vicknair@wplives.org	3,509	64 MB	
info@wplives.org	9,548	617 MB	← This also forwards to Gail, Eugene and Tom. Do we need to store the email at hostmonster.com long term?
mike@wprrhs.org	8	3 MB	
mike_mucklin@wplives.org		0 MB	
tom_carter@wplives.org	1400	29 MB	
tomwcarter@wplives.org		0 MB	

If you are the responsible person for one of the above accounts but don't need it please contact me.

In addition to the actual email accounts on wplives.org, we have 60 email "forwarders" than send email to specific people. For example president@wplives.org sends email directly to Rod. I can provide a list of the forwarders and destinations if desired.

On Friday November 27th I audited all the email addresses listed in the Train Sheet and fixed the eight email forwarders that were incorrect. Gail's email in the Train Sheet was a special case. It pointed to stores@wplives.org that did not exist. Working with Matt Elems, Gail's Train Sheet address will now be listed as treasurer@wplives.org in the Train Sheet which will forward to her real gmail account.

The work on these email issues closed the web tickets 2015-0018, 2015-0019, 2015-0036, 20115-0048, 2015-0052 and 2015-0099.

I have continued to work on three volunteer sign up tools for the web page. They are:

1) Operating Department Annual Crew Training Registration

2) Operating Department Train Crew Sign Up

3) Museum Event Volunteer Sign Up

For the volunteer sign ups I have implemented an automated sign up flow very similar to the flow used by I-Volunteer. The volunteers fill out a web page form indicating the dates/events they want to work at. If they provide a valid email address* during the sign up process they receive an email with a link in it to a confirmation web page. When they open the confirmation web page and click the "Confirm" button, the system automatically updates the sign ups for that event and displays the "Extra Board" or "Museum Event Volunteers" web pages as appropriate. You are welcomed to try the sign up tools available under the "Members" pull down menu on the Debug Operations Page (URL below.) I plan to cancel all registrations/sign ups on January First when the system goes live, so you can play with it until December 31st without it being for real. Your comments and suggestions are welcomed.

We are on track for the release of the new web page menu system, Operating Department web pages, Museum Policies and Forms web pages on January 1st. The new organization is in beta test. If you would like to preview the menu system and pages, the Debug Operations Page (at http://www.wplives.org/operations_debug.html) can be viewed and used as the starting place to explore. Please be advised I am using this page to test the new things, so there are times when it is broken. That is what debug pages are for!

In the Web Page Ticket report this month I have deleted the previously reported "closed" tickets so only active and recently closed issues are listed.

* - there is a secondary path for people who do not have an email address, but I don't expect it to be used very often.

Ticket Num	Type	Date Submitted	Date Started	Date Closed	Status	Submitted by	Description:	Comments:
2015-0006	Out of Date	10/4/2015	10/11/2015	11/21/2015	Closed	Paul Finnegan	Update photos in slide shows and staff page	Eugene is getting me some new pictures: 10/25 posted new picture of Rod on staff page.
2015-0010	Audit	10/4/2015	10/5/2015	11/27/2015	Closed	Paul Finnegan	Check email addresses for <everyone>@wplive.org	Audit done - opened 2015-0018
2015-0012	Question	10/4/2015	10/10/2015	11/10/2015	Closed	Paul Finnegan	Train Ride Times 2016: 11-4 or Noon-4, crew training dates, RAL meetings	Resolved at Working Group Mtg 11/7/15
2015-0018	Defect	10/5/2015	10/5/2015	11/27/2015	Closed	Paul Finnegan	Fix all bad/missing email addresses in wplives.org	Sent email to Tom & Eugene 10/5/15 with proposed updates. See notes, cleaned up 11/27/15
2015-0019	Audit	10/5/2015	10/5/2015	11/27/2015	Closed	Paul Finnegan	Rod has a large number of emails and wrong forwarder	Sent email to Rod 10/5/15. Removed 11/27/15
2015-0030	Enhancement	10/6/2015			Open	Paul Finnegan	Create Flat Cars web page like Box Cars under Freight Cars	Long term - need photos & info
2015-0031	Enhancement	10/6/2015			Open	Paul Finnegan	Create Tank Cars web page like Box Cars under Freight Cars	Long term - need photos & info
2015-0032	Defect	10/6/2015			Open	Paul Finnegan	Cabooses on Collection page goes to a generic collection page	Is there a real caboose web page?
2015-0033	Defect	10/6/2015			Open	Paul Finnegan	Historical Photos & Video on Collection page goes to a generic collection page	Is there a real Photos & Video web page?
2015-0036	Maintenance	10/6/2015	10/6/2015	11/27/2015	Closed	Paul Finnegan	Work on reducing size of mail files by turning on Apache SpamAssassin	Activated 10/6/15 19:124 PDT, still getting a fair amount of email 10/7. 15 of 33 emails to Steve flagged as SPAM. 10/8 07:10 - turned on spam box. Removed unused email accounts 11/27/15
2015-0038	Out of Date	10/7/2015			Open	Paul Finnegan	"Items & Supplies requested for Donation" document on donate.html document is dated June 28, 2011	Should be reviewed and updated.
2015-0047	Question	10/7/2015	10/7/2015	11/23/2015	Closed	Paul Finnegan	What to do with SacramentoNorthern directory (this has 119 sub-directories and 790 files but no html files or anything in this referenced as far as I can tell.)	Sent email to Tom & Eugene 10/7/15; Eugene will look into it 10/8/15. Got email back from Eugene - OK to move up one dir to get out of public_html 11/22/15
2015-0048	Maintenance	10/8/2015	10/8/2015	11/27/2015	Closed	Paul Finnegan	Turned on spam box for mail. Monitor it	Very few spam emails now on system. On 11/27/15 only 259 emals in spam box.
2015-0051	Enhancement	10/8/2015			Open	Eugene	Move contents of WPRRHS web page into WPRM	Long term project
2015-0052	Maintenance	10/8/2015	10/8/2015	11/27/2015	Closed	Paul Finnegan	Clean up Kerry Cochran email issues	Sent email on 10/8. AT 11/7 mtg KDC approved cleanup. Deleted account per KDC.
2015-0056	Out of Date	10/9/2015	11/5/2015	11/22/2015	Closed	Paul Finnegan	2015 Calendar sales on archives.html	Will there be a 2016 calendar? 11/22 - yes but no info yet. Replaced by 2015-0096
2015-0057	Out of Date	10/9/2015	11/22/2015		Pending	Paul Finnegan	2015 Election Info on membership web page	Ref Ed Wagner. Echanged email with Eugene 11/22/15 - wait for new election chair to decide what to have on web.
2015-0060	Out of Date	10/10/2015	10/11/2015		Pending	Kenneth Finnegan	John Buberniak listed on Staff page as CMO	Still true? Sent email to Eugene 10/11, reply 10/11 - no, Eugene will find out who is. Removed his photo, now blank. Updated - maybe Seth is acting. TBD what to do. Kerry sent email to Steve&Eugene on 11/8 as follow-up.

Ticket Num	Type	Date Submitted	Date Started	Date Closed	Status	Submitted by	Description:	Comments:
2015-0063	Defect	10/13/2015			Open	Paul Finnegan	"Click here to return…" on boxcars (and other) page works only if you drilled down from page above cars. If you got there by URL it doesn't do anything.	javascript feature (should we remove button since it does not work sometimes?)
2015-0066	Enhancement	10/20/2015	10/20/2015		Pending	Kerry Cochran	Create a Crew Training Registration Form	Protype created 10/20/15, sent email to Kerry for feedback. Done - will be released in January
2015-0067	Maintenance	10/20/2015	10/22/2015	11/28/2015	Closed	Paul Finnegan	Need to make smaller header files for Operation web pages, they are too big.	Some fixed, need to write audit script to make sure all are fixed.
2015-0069	Defect	10/20/2015			Open	Paul Finnegan	Left boxes on many pages repeat background picture (wraps around) depending on zoom setting of browser.	
2015-0070	Enhancement	10/22/2015			Open	Paul Finnegan	reefers web page header is plain black background, need picture.	
2015-0071	Enhancement	10/22/2015			Open	Paul Finnegan	Add symbolic link to 2016 forms in operations/docs and change shell scripts to use links when generating email for crew training registration.	
2015-0077	Enhancement	10/29/2015	10/30/2015	11/23/2015	Closed	Rick Gruninger	add Printable General Incident Report to site	Maybe other forms too? Kerry sent me the docs Rick is asking for in email 10/29/15 18:54 PDT, started work on Forms & Docs web page. Will roll out with new menus on 1/1/16.
2015-0080	Maintenance	11/1/2015	11/1/2015		Pending	Paul Finnegan	After Operations web page goes live, replace link on trainrides.html about joining the crew to point to join_op_dept.html rather than email to info@wplives.org	
2015-0081	Maintenance	11/1/2015	11/1/2015	11/9/2015	Closed	Paul Finnegan	trainride.html: May need to update train schedule in right box for 2016 season.	Kerry & rick are working on schedules for 2016. Decided 11/7 working group meeting.
2015-0082	Enhancement	11/1/2015			Open	Paul Finnegan	Kenneth and Paul should shoot a new caboose ride video and repolace the one on trainride.html	Created an updated video.
2015-0083	Defect	11/2/2015	11/11/2015	11/11/2015	Closed	Paul Finnegan	Memebrship Application has 501c(3), should be 501c3	Minor - but wrong.
2015-0085	Maintenance	11/3/2015	11/3/2015	11/20/2015	Closed	Eugene	Disable "Future Plans" web page for now. May come back later.	Note: Need to update sn menus also.Will roll out with new menus 1/1/16. New ticket 2015-0091for SN menus.
2015-0089	Defect	11/9/2015	11/9/2015	11/9/2015	Closed	Eugene	Remove recently posted Santa Trains Flyer from web site	Done
2015-0090	Enhancement	11/17/2015	11/17/2015	11/17/2015	Closed	Eugene	Poste new Santa Train Info	
2015-0091	Defect	11/20/2015	11/20/2015	11/28/2015	Closed	Paul Finnegan	Remove Future Plpans from SN menu About Us	Done.
2015-0092	Out of Date	11/21/2015	11/22/2015	11/22/2015	Closed	Paul Finnegan	Conductor's Daily Time Reprot form has old times on it.	Got new version from Kerry
2015-0093	Enhancement	11/22/2015	11/22/2015	11/22/2015	Closed	Paul Finnegan	Add Qual Card Audit form to crew reg email and web page	
2015-0094	Maintenance	11/22/2015	11/22/2015	11/23/2015	Closed	Paul Finnegan	Old dir in public_html: Aug 26 2011 mike/ (510 MB)	Would like to move up one level - sent email to Eugene 11/22 - OK to move up one dir 11/22/15
2015-0095	Maintenance	11/22/2015	11/22/2015	11/23/2015	Closed	Paul Finnegan	Old dir in public_html: Aug 8 2011 dcacz/ (381 MB)	Would like to move up one level - sent email to Eugene 11/22 - OK to move up one dir 11/22/15
2015-0096	Enhancement	11/22/2015	11/22/2015	11/22/2015	Closed	Eugene	Post 2016 Historical Calendar info	
2015-0097	Enhancement	11/22/2015			Pending	Eugene	Work with the Pacific Coast Region NMRA on the convention for April	PCRNMRA to contact Paul Finnegan.
2015-0098	Maintenance	11/23/2015	11/23/2015	11/23/2015	Closed	Paul Finnegan	Redo Museum Policies web page to have pdf/src sub dirs and links without revisions in them to protect web pages going out of date.	Needed because more than one web page needs to reference Museum Policies, Will also allow for easier updates without editing web pages.

Ticket Num	Type	Date Submitted	Date Started	Date Closed	Status	Submitted by	Description:	Comments:
2015-0099	Out of Date	11/27/2015	11/27/2015	12/4/2015	Closed	Paul Finnegan	Email issues and a couple minor things out of date in Train Sheet (store@wplives.org and address for Gail in train sheet.)	see email of 11/27 to Matt & Eugene. Matt replied 11/27. Never heard any feedback, made treasurer@wplives.org to fall in-line with president, vpresident, etc.
2015-0100	Out of Date	11/28/2015	11/28/2015		Pending	Paul Finnegan	Update all SN menus after 1/1/16 new WPRM menu roll out.	
2015-0101	Enhancement	11/29/2015			Pending	Kerry Cochran	Make a generic intro to the new web site menu system.	Will create and post on Jan 1, 2016
2015-0102	Enhancement	11/29/2015	11/29/2015		In Progress	Kerry Cochran	Post Qualification Program Rev 7 9-2-2015	
2015-0103	Enhancement	11/29/2015			Open	Kerry & Paul	Create Crew Call Prodcure document for Crew Training Web Page	
2015-0104	Enhancement	12/7/2015			Open	Rick Gruninger	Create place for persons to sign up for "other" Volunteer efforts. Perhaps one where they can enter what they want to do. For example, Mechanical, clean bathrooms, fix windows, tarp outdoor stored equipment, work in the Gift Shop, etc. A general "catch all" without limiting people to specific group activities.	Need to figure out how we make sure only appropriate material is posted.