



INTERNATIONAL ENVIRONMENTAL DATA RESCUE ORGANIZATION

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## **Summary of IEDRO Volunteer Activities for the Week of October 4, 2010**

**Attendees:** Doug Klotter, Sue Venter, Ned Guttman, Richard Crouthamel, Pooja Virkud, Kevin Tsai, Larry Nicodemus, Penny Paugh

**Henceforth, volunteer activity summaries will be disseminated on the 1<sup>st</sup> and 15<sup>th</sup>. Staff meetings will continue to be weekly.**

### **Administrative**

Chairman of the Board, Janet Sansone, is requiring that we produce an annual report at the beginning of 2011.

To report to our funders, Sue Callis has disseminated a form for manager to fill out on a monthly basis.

Both items will be kept on the website.

Sue Venter has been attempting to make a DHL account for mailing of items to Senegal. Mailing to that country can be tricky.

### **NCDC**

Funding for IEDRO will now be given by the National Climate Data Center (NCDC). Several conferences between Rick Crouthamel and NCDC managers are ongoing.

### **Strip Chart Program**

Larry sent three copies of Ed's strip chart program to IEDRO headquarters. Rick said the copies had been received.

### **Project Reporting Software**

Larry has developed software to translate photo images received from sites into Excel. The program makes it possible to click open an image to obtain information and to easily inventory data collection.

### **Public Relations Teams**

Much of the work performed by our teams is ongoing.

### **Education Series**

Kathryn has left IEDRO. She's working 3 jobs. Penny wrote up a video project summary and began to prepare a foundation proposal strategy.

**Website Development**

Penny nagged Go Daddy and found they had not been working on their donation/online shop page. Instead they have sent her yet another form which has a link in it for making our own page.

Penny has carefully reviewed the site map made by Meagan. Design of the website should be forthcoming. Meanwhile we have recruited a couple of people who are willing to migrate materials from one site to the other.

Penny has asked Teddy for a biography for the website.

Penny is working on a Current Volunteers update.

**Website Foreign Interpretation**

Our new Mandarin translator, Lu, is doing Press Releases in both dialects

**Newsletter**

The eNewsletter is in Simplified Mandarin this issue!

Larryssa has finished doing the newsletter's layout. Penny has sent her edits and an email to Joan. Mailing should be next week.

For the next issue, Teddy has volunteered to write an article each issue on current research on climate change. He also plans to do an article summarizing the conference in New Zealand that he attended on our behalf.

**Marketing**

Max has continued training Penny on the use of the blog. We have gotten someone, Earnest, to make blog backups. Max will put up a discussion area this coming week. Until we have more writers, Penny is writing blog articles and posting them.

**Fundraising**

Rick has asked Penny to start fundraising soon. Sue Venter has recommended someone to us who has had some success with local foundations. Penny has written to her.

**Twitter, LinkedIn, Blog and Facebook Pages**

Penny has decided to narrow our networking sites down to LinkedIn and our blog. Please visit the new blog and give us feedback: <http://iedro.org/blog/>

**Help Wanted**

- Writers to make short articles on a regular basis.
- Translators – To help our teams of Portuguese, French and Simplified Chinese translators
- Experience with Flash or Fireworks to develop a screen saver package for our online shop. A photographer donated a large array of pictures for us to use.
- Join the Marketing team. We welcome your ideas and work collaboratively on projects.
- Persons who know HTML to help maintain our website
- Graphic designer to redo two our website's graphics into 5 foreign languages.
- Experienced blog and LinkedIn manager and staff.