



INTERNATIONAL ENVIRONMENTAL DATA RESCUE ORGANIZATION

901 MAIN STREET, DEALE, MD 20751 • P: 410-867-1124 • FAX: 410-867-9259 • WWW.IEDRO.ORG

Summary of IEDRO Volunteer Activities for the Weeks of December 16 and 23, 2010

Attendees:

December 16: Tommy Owens, Larry Nicodemus, Rick Crouthamel, and Penny Paugh

December 23: Tommy Owens, Doug McClelland, Rick Crouthamel and Penny Paugh

Strip Chart Digitization Program

Sue Venter and Tommy succeeded in meeting. Tommy is trying to get the program to work but having difficulty. He said he'd ask persons from his office to lend him a hand if he was not able to get the program to work. No one has heard from Ed yet. Penny said she would introduce Tommy and Doug via email as they both are software gurus.

Site Trips – We are still awaiting the OK from Namibia for the initial visit by Martin Munkhondya of Malawi. We are planning visits to Mozambique and Zambia, and will put Namibia on hold.

China – Lu Wang, a Mandarin translator and website designer, asked us if we had made efforts to save data in China. Rick discussed the matter during and asked Larry to check what historic data was stored in the NCDC database. He will contact the China Meteorological Society to see if we might help them rescue data.

Conferences – Larry has written a PowerPoint for ACMED. Rick is editing it and will send it onto Penny. It's not due till February - an unheard early preparation. Thank you, Larry. Some decision will need to be made regarding the data, but IEDRO wants to digitize

Technical – Larry will send along two external hard drives so Penny can backup files for Public Relations and Rick can back up site data.

Donations – Chatham Foundation gave us a \$1000 donation. With discounts from Dell and coupons in hand, Rick is going to purchase two computers for the headquarters office.

Weather Wizards – Our idea may come into being. We need someone who likes to make games to develop the program for us. If you know of anyone who would like to make a game for an environmental cause, let Penny or Rick know.

Public Relations Teams

Much of the work performed by our teams is ongoing.

Website Development

David Sheehan was able to download a plug-in that will enable him to make our shopping cart. He will work on the donation page first.

Megan is making a style sheet and cleaning the code to make it more user-friendly. We would like a seasoned web developer to lend her a hand.

Penny and Rick will compile a list of companies we may approach for materials in exchange for advertizing on our website.

Website Maintenance

Penny is administering website and blog accounts.

Website Foreign Interpretation

Penny has started up foreign language updates for the website.

Newsletter

Meghana, who managed our newsletter about a year ago, says she will return as our newsletter manager in 2011. Welcome back! We also have been recruiting interns for our newsletter and blog.

Marketing

After Steve Mollins put the 2011 Calendar of Events up on the website, Penny sent a letter to the conference organizers inviting them to proof our mention of their events and to network with us. We received warm responses and about 6 edits. Max has put in the edits.

Rick sent Penny a data rescue and digitization email list and wrote a rough draft email. The marketing team edited the note and Rick will send it out to the mailing list.

Max and Penny mailed out a Xmas card. Lynn Chang made our design.

The Marketing Team has developed an internship campaign. They have contacted 6 universities. We already have received a query from our efforts.

The Marketing Team will review newsletter articles in the future to make them more have more pizzazz.

Before Xmas, Pooja and Penny will send some Linkedin notices for blog articles. Penny has posted articles.

We are planning a meeting with the Board of Directors and each of our managers in January. From this meeting we are hoping to generate the basis for an annual report.

Penny will oversee its graphic appearance. Penny is searching for graphic artists to make pictures/drawings/graphics for our annual report.

Penny has tried to contact Go Daddy to give them negative feedback about their web design team.

Penny has made a shell of the Annual Report. She will send out notices to each manager in the first week of January.

Fundraising

Talks with Rakesh will re-continue weekly. Tommy will organize a project for which we will apply to foundations.

LinkedIn, Blog and Facebook Pages

Penny has accepted responsibility for backing up our Wordpress blog. David is testing backup programs and will send Penny instructions.

Penny has been networking with other environmental groups to use our blog to post articles, announcements, etc. Pooja is going to help with this effort.

Jake will work on our Facebook site after the New Year.

Help Wanted

- Developer to help us make a new site in French. The site is in Dreamweaver.
- Writers to make short articles on a regular basis.
- Join the Marketing team. We welcome your ideas.
- Website administrator to make updates on our site as needed. Need to know HTML and Dreamweaver.
- We are recruiting a Technical Director – someone who knows software and hardware to advise us and maintain equipment at our headquarters in Deale, MD.