

OGA IT System Review

Initial audit of existing systems

Communicating with members and wider sailing community

	Purpose	Notes	Future Developments
Main OGA website	Promotion of the OGA, its purpose and events to existing and potential members.	Site is updated by multiple editors with the main website editor having the largest role and overview. All general content available to all visitors. A member can log in and gain access to extra records in the boat register.	Some form of notification when site is updated. Email has been suggested in the past. Separate the main website from the boat register as no need to log in to view the website. Website needs to be updated in 2020
Boat Register	Records of vessels. These are small boats not generally covered by other registers.	A specification exists for the Boat register from when it was initially commissioned. The original concept was that the 'public' records would only show boats that members had approved for publication. At ACM the decision was taken to publish all records unless an owner requested it to only be shown to members via a log-in. GDPR requirements now mean that the personal information that is displayed when a member logs in should only be shown if that owner has allowed it. This will need to be considered going forward.	Once a member has found a specific boat in the boat register the member will be able to send a "private message" to the owner via email and/or text. This would be possible, given a mobile/wifi signal, while afloat and add an additional communication channel to that available using the hard copy Year Book. Boat register needs updating in 2020
Area Websites	To give a more 'local' feel to area members.	Three areas have sites as sub-sites of the main site. Navigation tends to be confusing. Some areas have moved to facebook pages but not regularly updated.	

Facebook	Facebook has a large audience and a presence on facebook does mean that anyone searching within facebook for 'gaff rig' will find the OGA.	Promotion of the OGA, its purpose and events to existing and potential worldwide members. Currently we have a 'group' and a page on Facebook: A 'page' with 3.5 k 'likes' This is updated regularly, need to clarify who the editors are. The page is updated regularly and drives visitors to the main website. A 'group' with 26 members, the most up to date post being July 29th 2018 This group was created on July 29th 2018. Why? By Whom? There is one administrator of this group. It's not clear why we have a group that is not being updated and a page.	
Sailing By	To record members travels and adventures	Much of the content could be on the main website where It relates to OGA members or events. Sailing-by could be developed into a members blog site.	GMC Autumn meeting, decision taken to move OGA content to main site as website developments take place.
MailChimp	Email updates to members	Not all members have email. Members can opt out so we may not be messaging all the group we think we are.	
WhatsApp	Communicating with participants during events	This was used during the South West cruise and successfully kept participants informed as the fleet sailed West. The experiences learned from this should be documented for use by other events.	

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Accounting Software	Financials records of the association	Previously used 'Sage' but recently moved to a cloud based solution 'Pandle' that meets all the latest accounting requirements.	
Officers emails	To allow officers to be contacted at an 'official' address ie. president@oga.org.uk	Some accounts are forwarders, some are full email accounts. The full accounts make it easier to retain historical emails when officers change. Current system runs on OGA server.	
Document store	Shared area for National and Area officers to keep a record of documents	Currently not encrypted, only suitable for non-personal information.	Move to encrypted store Ability to create folders or similar.
GOLD	Keep accurate records of member subscriptions.	Currently being updated	