**WyCB 2021-2022 Website Report**

**In January 2022 a contractual agreement between WyCB and Annette Carter, Master Website Developer was written.**

**This included:**

**Monthly website maintenance at rate of $25/month:**

* **Security, core and module updates**
* **Continual website back-ups**
* **Ensuring hosting services and fees for the website domain** [**www.wycb.info**](http://www.wycb.info) **are paid and uninterrupted**
* **Ensuring email accounts are secure and remain active**
* **Assist with any email password set ups for WyCB board or committee members**
* **Ensuring uninterrupted website accessibility features**
* **Routine content additions and changes**

**Non-routine enhancements at rate of $75/hour**

* **Set-up, development, expansion of features or elements to include but not be limited to:**
* **Webforms (membership, convention, scholarships, etc.)**
* **PayPal button configurations**

**The invoices will be prepared by Annette Carter and sent to or treasurer.**

**This is a contract for website maintenance, security, development and reimbursements as agreed upon by WyCB and Annette Carter. Signed by: Sherry Leinen, WyCB President and Annette Carter, Master Website Developer, January 2022.**

**A copy of the contractual agreement is attached to this report.**

**Sherry Leinen – President**