

Minutes

Brookline Commission on Disability

Webpage Improvement Subcommittee

Friday April 9, 2021

10:30 to 11:30 AM

Via Zoom

Identification of note taker - Saralynn

Members present: Ann Kamensky, Henry Winkelman, Saralynn Allaire, Sarah Kaplan, Ex Officio

Members absent: None

Introductions/Public comments - Ben Vivante from IT was introduced

Ben reviewed various things that could be done with a web page and showed examples of other Town Department and board web pages.

Subcommittee members found the following suggestions to be appealing and suitable for the BCOD web page:

- Use of icons to get to pages of more detailed information as on the Meeting Central webpage;

- In addition to a title by an icon, use of a short phrase or sentence to describe the material under the icon;

- Use of the full white section of the webpage without using the blue bar on the left; and

- Use of the Latest News feature on the Town's website which archives news.

Ben was not enthusiastic about using a row of buttons at the bottom of the webpage and didn't think it would be good to place all the material on the White section and have shortcuts to sections of it placed in the blue bar.

There was considerable discussion about accessibility of the webpage. Ben said that a lot of work had been done to make sure the material on Brookline Town website is accessible to two different kinds of screen readers. However, PDF files still need work in order to be accessible via screen readers. Things that increase visibility for people with low vision include black text on white background, sans serif fonts, and larger font size.

Here was some discussion about use of NotifyMe. It can be used for more than sending agendas. One example is to survey those on the list via Survey Monkey. Ben cautioned about overusing it.

Ben said it would be good to get this work on the web page done quickly. He is willing to help. He would suggest giving him a mock-up of a page, which could be produced even in Word, along with all the content needed.

Plan: the subcommittee will meet again on Friday April 23rd at 1 p.m. Saralynn will draft a mock-up of a page in Word and send it to members for their review prior to the meeting.