**IT Division Report**

**October 2023**

**Previous projects / activities-**

**Email hack/ spoof/ Phishing attempts:**

* + No further reported incidents of spoofing/ falsified / phishing email attempts since adding SPF record in September.

**New BoD (Legis. Director) Cody Graves on-boarding**

* + Pending signing of NDA

**Phone Service** – 10/17/23 received 2 phone calls /messages one each routed to Chair and general mailbox (confirmed the intended recipients were notified )

**CRM / Voter/Demographic Data unfrozen:**

Notified the Board on email October 13th about the update on voter demographics data:

* Database update from National has now allowed Voter demographic fields (including State House/senate and US Cong district info) to be unfrozen.
* This Data will remain incorrect (pre-census 2020) until we either update manually or provide a new Illinois voter database info to our CTO / CRM team to update fields using the software mapping built by our Arizona affiliate and others.
* Verified workflow process and purpose, vendor NDA execution with LPKY IT DD Ken Moellmann

**October Activities:**

* **Convention Committee/ 2024 LP of Illinois Convention planning**

**Table of requests / tickets / status**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Convention Committee request** | **Platform** | **Owner** | **Status** | **Date of resolution** |
| Create Event page | lpillinois/CRM | IT Web/DD | Ticket 008945 -includes tiers, Early Bird/Advanced/Door pricing and Plat. upgrade options from Gold and Lifetime | 10/18/23 |
| Create Theme naming contest (for early Bird signups) | lpillinois/CRM | IT Web/DD | Ticket 008960 Pending resolution with CRM team | TBD |
| **Convention Committee request** | **Platform** | **Owner** | **Status** | **Date of resolution** |
| Speaker table definition | lpillinois.org/CRM | IT Web/DD | Ticket 008961 - allow Platinum registrants to choose one of 2 speakers tables | 10/16/23 |
| Early Bird “Free vote” for Theme naming | lpillinois.org/CRM | IT Web/DD | Ticket 008962 - entitle Early Bird registrants to get a free Naming vote to the Convention theme contest | TBD - Dependent on ticket 008960 |
| Modify formatting | lpillinois.org/CRM | IT Web | Ticket 008964 | 10/16/23 |
| Fix error message | lpillinois.org/CRM | IT Web | Ticket 008966 | 10/18/23 |
| Modify registration page to fix bugs | lpillinois.org/CRM | IT Web | Ticket 008972 | 10/20/23 |
|  |  |  |  |  |

**IT Requests (non-Convention):**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Request/request by** | **Platform** | **Owner** | **Status** | **Date of resolution** |
| SCC08 /Julie Fox | lpmail | IT Ops | Resolved/ url sent/email sent | 9/27/23 |
| N. Florey DeWitt Cty | lpillinois.org | IT Web | Ticket 008947 Resolved to show new County contact Mr Theilen | 10/19/23 |
| Sec. Mattes | lpillinois.org | IT Web | Ticket 008935 Resolved to redirect to new <https://shop.lp.org/> site | 10/9/23 |
| Sec. Mattes | WorkDocs and lpillinois.org | IT Web/DD | Ticket 008954: Have [bylaws link](https://lpofillinois.awsapps.com/workdocs/index.html#/share/document/b84da49f3ab04cafa3cf8cfda12407eeceba2c128871c81d8707cb07ae55cbfa) to public/open document library on AWS WorkDocs | 10/13/23 |
|  |  |  |  |  |

**OPEN Items/questions to verify:**

* Is SCC-8 member Fox able to receive / send lpmail.lpillinois.org ?
* Does Volunteer Director Denardis-Albert have access to her lpillinois.org email?
* Does new Legislative Director Graves have access to sign the required NDA to be a full voting member and have user access to the CRM?

**Help Wanted:**

The IT Division is looking for more webmaster assistance with lpillinois.org website for any interested.

Reminder - Policy Manual with defined Website Director duties:

* Answer / Field questions from Libertarian Party of Illinois members including BoD/SCC questions as to content formatting, or updates or organization of pages published on lpillinois.org
* Update candidate and election data information using the CRM tool such that our candidates and elected officials information is published in a timely manner on lpillinois.org.
* Field requests and make updates changes and revisions following any board-directed, SCC-directed, or Executive Committee-directed actions requiring updates to lpillinois.org
* Field requests and make administrative modifications to lpillinois.org pages as directed by members of the Executive committee (the Chair, Vice Chair, secretary and/or Treasurer or the Executive Director
* Design and publish, or submit Civi requests for the publication of event and fundraising pages for the Libertarian Party of Illinois' annual Conventions or Galas, fundraiser or training or other official Libertarian Party of Illinois events.

**National IT Admin Call – No call in October**

**Open items:**

* Document management (WorkDocs) training for BoD and other volunteers.
	+ Link documents to AWS WorkDocs
	+ Assist Divisions to migrate older/Archive LP of Illinois docs from personal file services/ PCs to WorkDocs

**Budget:**

* $61.38 (September)

**Upcoming Plans / Priorities:**

* Schedule Publicize CRM WorkDocs Training
* Identify Website Director / volunteer(s)