

To: FRRS Board of Directors
From: Paul Finnegan, Webmaster
Re: Museum Web Page
Date: February 7, 2018

2018 Convention

I added the information provide by Eugene Vicknair to the [2018 Western Pacific Historic Convention](#) news item, posted a graphic on the home page and added a note in the Latest Museum News column. The news item page went live on Saturday January 27th, since then (as of 2/6/18) there have been 297 pageviews. New for this year, in addition to the Google Analytics tool that we have been using since February 2016, I have implemented Google Tag Manager code so we can track how many times the PDF flyer about the convention was downloaded and how many times people left WPLives.org to go to the hotel room reservation site. So far (again as of 2/6/18), the PDF flyer was downloaded 10 times and 7 users have left our site to go to the Double Tree hotel site.

2017 Santa Trains

I added photos and a video from Big Fish Creations to the [photo gallery](#) and [video gallery](#). I did not receive this material until January 17th. They were taken on December 9th. I wish I had received them immediately after they were taken so I could have used them to promote the event in December.

2018 Election

I updated the [election information](#) several times over the month of January. The election committee has been very consistent with updating me when new information became available.

Website Attacked

The society website, like all others on the internet, is regularly attacked by robots attempting to penetrate sites for various malicious purposes. My strategy to defend our website was to build layers of protection so an attack would have to get past several obstacles. The most visible to the user is the Google reCAPTCHA tool on our sign-up pages. This had worked perfectly until last month. We had an attack from either Romania or Russia (the IP trace is inconclusive) that managed to get past the “I am not a robot” tool. It had attempted to penetrate the 2018 Crew Training sign-up page. Fortunately, since to actually “sign up”, the user must provide a valid email address, open the confirmation email and click the enclosed “Confirm Sign Up for Crew Training” button. I saw the bogus sign up before the attacker clicked the confirmation button and deactivated that sign up. (I get a daily security log email from our website.)

The second layer of protection in my system is it can be configured to immediately discard any request from a specific IP addresses. I added the attacker’s IP address to my blacklist file. The next day, the same IP address attacked again and was automatically repulsed.

For background information, I put the blacklist feature on line on December 18, 2015. Since that time, the site has been attacked 1,668 times. The reCAPTCHA tool went on line on January 23, 2016. Since the reCAPTCHA tool went on line, the only (partially) successful attack I am aware of it the one described above. I currently have 155 IP addresses blacklisted from attacks since I started as webmaster two years ago.

General Items

I have been busy working with Kerry Cochran and others this month. Rather than try to put all the items in a story, I have created a punch list of the more interesting things done on the website since my last report.

- 1/9/18 – Posted January Preliminary Agenda to [Minutes & Reports](#) web page.
- 1/9/18 – Updated three PowerPoint presentations on the [Crew Training Material](#) web page.
- 1/11/18 – Updated [paper daily train report](#) to match the on-line train report tool.
- 1/12/18 – Updated [Conductors Time Report](#) for 2018.
- 1/14/18 – Posted PM0003 Accountability Model, PM0007 Organization and Structure and PM0026 Agenda Process Board Meeting [policies](#).
- 1/15/18 – Updated Roadmaster job description.
- 1/16/18 – Posted new Sleeper Reservation process and procedure on the [Museum Forms & Documents](#) page.
- 1/18/18 – Added 27 photos from Michael Clawson of Big Fish Creations to 2017 Santa Trains gallery.
- 1/18/18 – Posted Assistant Roadmaster job description.
- 1/20/18 – Posted January preliminary board minutes to [Minutes & Reports](#) web page.
- 1/21/18 – Posted Edenwold Sleeper Coordinator, MOW Crewmember, Mechanic, Volunteer Manager, DSLE job descriptions.
- 1/21/18 – Updated [Org Chart](#) with Volunteer manager position.
- 1/21/18 – Worked on web ticket 2018-0001 from Eugene to improve the [SN home page](#) layout.
- 1/22/18 – Updated the election information on the [Membership web page](#) from two emails today from Matt Shuman, election co-chair.
- 1/23/18 – Posted RAL Scheduler and Restoration Manager job descriptions.
- 1/27/18 – Posted [2018 convention information](#) from Eugene and did a major page/site update for convention.
- 1/28/18 – Posted webmaster job description.
- 1/29/18 – Posted restoration specialist and parliamentarian job descriptions.
- 1/30/18 – Posted Committee, Committee Member and Committee Chair Job Description.
- 1/31/18 – Updated election information from email from the nomination committee.
- 1/31/18 – Updated payment information on [2018 Convention](#) page.
- 2/3/18 – Hosted Working Group Meeting at my home. Kerry Cochran, Kenneth Finnegan and Loren Ross attended(by phone).
- 2/4/18 – Posted links to by-laws for President, Vice President, Secretary and Treasurer (Chief Financial Officer) job positions. Also posted job descriptions for Train Sheet Editor, Membership Administrative Services Manager, Museum Store Manager and Museum Store Salesperson
- 2/7/18 – Posted preliminary February Board Meeting Agenda to [Minutes & Reports](#) web page.