

**ANNEX J TO  
RAFOS/SEC/19  
DATED 22 NOV 19**

**WEB ADMINISTRATOR'S REPORT**

Since the last Meeting there has been no Journal activity.

Similarly, there has been little activity on the website apart from posting of notices, adding two Newsletters during 2019, backing-up of the website and other aspects of maintenance.

Back-ups were carried-out on 30 Aug and 8 Oct 2019. All Themes, plug-ins, etc, are currently up to date.

I have completed an involved upgrade to the site's coding software via access into the hosting company's servers. This should continue the good protection against malicious attacks, etc. Further improvements are in train.

No threats or other problems on the website have occurred. Hosting of the website by Tsohost.com has been very satisfactory. Renewal of the hosting fee will be required from 8 Dec 19 at a total cost of £38.66 for 2 years. Funding of this has been agreed by the Committee.

*Ken Earnshaw*