

MINUTES of the JOINT MEETING of the TECHNOLOGY COMMITTEE and TOWN BOARD

August 27, 2024

CALL TO ORDER by Chair John Ringhofer at 6:02 pm

STATEMENT OF PUBLIC NOTICE read by Chair John Ringhofer

ROLL CALL: Chair John Ringhofer, Teri Kelly, Mary Tyson, Joel Skinner, Theresa Johnson. Not Present: Anton Rang, Justin Kruse.

PLEDGE OF ALLEGIANCE recited.

ADOPTION OF AGENDA: **MOTION** to adopt the agenda (Skinner/Ringhofer). **Motion carried.**

APPROVAL OF MINUTES: Technology Committee Minutes of 7-30-2024 Meeting: **MOTION** to approve the Minutes (Skinner/Ringhofer). **Motion carried.**

PUBLIC COMMENTS: None

ITEMS FOR DISCUSSION and/or ACTIONS BY COMMITTEE

1. Ongoing Items

- Google Drive/Shared Storage Solution
 - Synology: Tim Whiteside is working on the setup operation guide. Tim and Teri will get together for an hour to discuss Synology security and basic usage prior to a formal training.
- Town Hall update
 - IT Quotes: Tim Whiteside has not yet sent revised quotes. He will provide them after he does a walk through of the new building. Discussed Northwest Communications setup from street to building and building to building. Will discuss this further with Tim Whiteside.
 - AV Quotes: Discussed the camera options and what is needed for the new Town Hall. We will see if Advanced Systems can propose a camera for \$1,200. If they cannot find what we need with that price range, we will look into purchasing a camera and see if they will install it. **MOTION** to recommend to the Board to accept the proposal from CTI for the new Town Hall AV with the following change: we would like to change the camera to a simple remote PTZ camera, not to exceed \$1,200 and if CTI cannot provide that, propose to move forward without that camera and we will purchase the camera separately for CTI to install (Ringhofer/Skinner). Discussion followed. **Motion carried.**
- Password management
 - Password storage: will carry over to the next meeting.
- Computer Lifecycle Management: will carry over to the next meeting.
- Website Update: Discussed the current changes to be made, and the new Town Hall Building page.
- Review IT Budget: Discussed the current budget. We will increase the 2025 Budget to \$15,000, due to possible equipment upgrades, as well as the new Synology training and implementation.

RECOMMENDATIONS TO TOWN BOARD: Recommend the CTI AV Proposal to the Board.

ITEMS FOR NEXT AGENDA: Update on fiber between buildings; carry over all agenda items.

DATE OF NEXT MEETING: September 24, 2024

ADJOURNMENT: **MOTION** to adjourn at 6:37 pm (Skinner/Tyson). **Motion carried.**

Minutes submitted by Teri Kelly