

Village of Bolingbrook IT Commission Meeting Minutes.

August 17th. 2017

The meeting was opened at 7:00 pm.

The meeting was opened by Chair Jerry Gynac.

The minutes of the meeting were recorded by Commissioner Kapadia.

Those in attendance were: J.Gynac, T.Fink, R.Kapadia, Elden.Laffon, M.Walker, S.Walker

Those that were excused: T.Washington, T.Greathouse,

**Village liaison to the commission:**

James Farrell

**Guests**

Christian Anthony (Intern), Byron S. Robertson (BHS SuperComputer Club), Dominick Guida

**Old Business:**

We were in compliance with the posting of Meeting minutes and agenda on the IT Commission webpage under Bolingbrook.com

Petty Cash option for ITC not approved, instead present receipts and after Mayor approves, expense is reimbursed by the Village.

Reviewed ITC Banner from Vistaprint. Chair J Gynac to order a second banner for Village parade vehicle.

Rudy. K to provide banner zip ties for Jubilee Tent.

Co-Chair Tom Fink has ordered name badges for the Commissioners.

Guest Speaker Christian Anthony presented Google Analytics on Bolingbrook.com and information Bolingbrook app. We have about 700 Bolingbrook Alert subscribers and 1500 Bolingbrook app downloads. Web Hits from Chicago, IL indicate users are looking at our Concert (Band) pages and BCTV airs a segment on animals which is viewed thru our website.

Byron S Robertson (BHS Super Computer Club) educated us about his Supercomputer Club that he heads at the Bolingbrook High School. He is a part of the STEM project the Village is working on. He is looking for a "home" for his Club. IT Commission showed an interest in visiting Mr. Robertson and his students at BHS. ITC was willing to provide any assistance in promoting and helping the BHS Super Computer Club.

Committee Chairs and Members

Content Committee: Chair Toni Greathouse, Members of Content Committee: Tom F, Rudy K, Elden L,

QA Committee: Chair Lawrence Cooper, Members of QA Committee: Jerry G, Sean Walker, Dominick G (Guest)

Special Events Committee: Chair D.Walker, Members of Special Events Committee: Toni Washington, Esther L. All commissioners would participate and assist.

Committees and Members Motion was seconded and approved by the quorum.

ITC Polo Shirts were distributed by Commissioner D. Walker to the Commissioners.

Commissioner D. Walker to provide prizes and candy for Jubilee ITC table.

The Bolingbrook Jubilee Table Staffing was discussed for Aug 19th. 2017

10am - 12pm Dianna Walker, James F. Setup

12pm - 2pm Tom Fink, James F. Laurence C.

2pm - 4 pm Tom Fink, Dominick G.

4pm - 6pm Toni W, Tom Fink

Rudy K will be at PD Lot and will be on stand by 2pm - 10pm ( He will promote Public entering the event to visit the ITC Table )

**New Business:**

Annual Parade is on Sept 10<sup>th</sup>. 2017 Need to plan participation.

ITC will try to acquire a Pickup Truck for the Bolingbrook Parade.

Tom Fink and James F to order more ITC flyers.

ITC to arrange a visit to BHS to meet Mr. Robertson and his students of the Super Computer Club.

Wed Aug 23rd 10am James F to train Laurence Cooper on software.

No further business was discussed. The meeting was adjourned at 8:26pm.