

MINUTES

Bolingbrook IT Commission

Date | time | 08/20/20 7:00 pm Meeting called to order by Jerry Gynac

In Attendance

Commissioners Present: L. Anumalasetty, G. Arrington, M. Behrens, B. Dennis, J. Gynac, A. Kapadia, E. Laffoon, E. McIntyre, S. Mertes, K. Natschke, R. Stork, D. Walker, S. Walker, T. Washington

Commissioners Not Present:

Guests: Hiram Matos

IT Liaison Present:

IT Liaison Not Present: J. Farrell, R. Ruiz

Pledge of Allegiance

The IT Commission rose and recited the Pledge of Allegiance.

Adoption of the Agenda

The agenda was distributed to the IT commissioners present.

Minutes of the meeting were recorded by Commissioner E. McIntyre

Approval of Minutes

The minutes were reviewed from the August 6th meeting and approved.

Reports of Officers and Executive Committee

The prospective applicant for the vacant seat on the IT Commission, Hiram Matos, attended the meeting tonight. All members gave a short introduction and greeting.

Nine commissioners have reached the end of their term. Commissioner J. Gynac will ascertain those that want continue their participation, then try to schedule a re-appointment ceremony (physically or virtually) with Village Clerk Carol Penning.

Content Committee – Gwen Arrington (Chair)

Confirmed that the VOBITC website can store the village documents and forms during the project to update them. A private administrator sub-domain will be created.

Advisory Committee – Toni Washington (Chair)

A fresh email reminder of Boxcast instructions and schedule was sent to the sub-committee.

Special Events Committee – Diana Walker (Chair)

No information on the village’s Pathways Parade. Tentatively, we plan to march with a banner instead of decorating a float.

Unfinished Business

In the upcoming week, the software licenses will be obtained from the village, and should be distributed relatively soon to project participants for the village form conversion. now has a project plan. Furthermore, Commissioner K. Natschke has created a comprehensive reference style sheet. Hence, the tentative target date for training will be Thursday, August 27th at 7:00 p.m. Commissioner M. Behrens will attend and formulate a plan to test the forms afterwards. The village point of contact is R. Ruiz.

The technology seminars collaborations with the Fountaindale Library was featured in their fall event catalogue. Our village page and external website need to be updated as well. The current format is digitally remote. The presenters can account for backgrounds and rehearse to be prepared. All commissioners should encourage interested parties to register on the library’s website for any of the events.

New Business

N/A

Announcements

Good of the Order

Next Meeting

Motion to adjourn was made at 7:54 p.m. and was passed unanimously.