

# MINUTES

## Bolingbrook IT Commission

*Date | time | 07/15/21 7:02 pm Meeting called to order by Jerry Gynac*

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### In Attendance

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Commissioners Present: M. Behrens, B. Dennis, J. Gynac, E. Laffoon, H. Matos, E. McIntyre, S. Mertes, K. Natschke, R. Stork, D. Walker, T. Washington

Commissioners Not Present: L. Anumalasetty, G. Arrington, A. Kapadia, S. Walker

Guests:

IT Liaison Present: J. Farrell

IT Liaison Not Present:

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### Pledge of Allegiance

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The IT Commission rose and recited the Pledge of Allegiance.

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### Adoption of the Agenda

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The agenda was distributed to the IT commissioners present.

Minutes of the meeting were recorded by Commissioner E. McIntyre

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### Approval of Minutes

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The minutes were reviewed from the July 1st, 2021 meeting and approved.

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### Reports of Officers and Executive Committee

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A scannable barcode is required for tax exemption from Menards and other stores for commission purchases. Since it's uncertain how businesses honor our exemption, it's recommended to have it prepared.

An analysis was done of attendance during the past year. Understand that meeting participation isn't always practical, but please try to communicate to either Commissioner J. Gynac or E. McIntyre when possible. To increase visibility of everyone's contributions to the Commission and Village, a proposed fifty hours per year of service has been adopted. A formal document for the next meeting shall be drafted and disseminated.

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### Content Committee – Gwen Arrington (Chair)

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Requested a comparison of the current web host (HostGator) with possible replacements of Google and other third parties services that can be presented to the entire group.

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## Advisory Committee – Toni Washington (Chair)

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J. Farrell commended Boxcast recordings are proceeding well.

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## Special Events Committee – Diana Walker (Chair)

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Conversations with members from all the other commissions indicated they would like to jointly participate in next year's village picnic. We will start to reach out now to determine a timeline for coordination. Currently compiling a full list of liaisons and contacts for each commission. For the best response, an initial message will be sent from our chair email.

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## Unfinished Business

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Continued to report current development and testing progress of the Village Forms conversion. Determined as standard process to leave Village portions non-modifiable for consistency and aligned with the purpose of easier printing.

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## New Business

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New 2nd Quarter Initiatives:

- Reclaimed PCs - Two machines need to be refurbished that are currently operating on Windows 7. For updated OS software, James is willing to supply Windows 10 licenses. Commissioner E. Laffoon volunteered to service the unit with possible hardware issues. An inquiry will be sent to Commissioner S. Walker if he is available to format the remaining one.
- Large Screen Monitor Power Supply - Currently need to acquire an adequate part for our screen so Commissioner E. Laffoon will research a suitable component to recommend for purchase.
- Village Website review - After our organizational revision, this conforms to purview of the Advisory and Content Subcommittees. The Chairs shall coordinate a plan/outline then have people on subcommittees enact the tasks.
- STEM Activities - Physical interactive events may be imminent depending on prevailing health and safety guidance. If not, then opportunities still may arise to collaborate with Fountaindale Library. For further expansion of the current Raspberry Pi presentation, Commissioners M. Behrens and K. Natschke to investigate integrating robotic or drone interfaces.

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## Announcements

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A request was submitted from J. Farrell for input to create a streaming platform for a new community church.

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## Good of the Order

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Stay safe and healthy.

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## Next Meeting

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Motion to adjourn was made at 8:18 p.m. and was passed unanimously.