

## Village of Bolingbrook IT Commission Meeting Minutes.

October 19th. 2017

The meeting was opened at 7:05 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, R.Kapadia, Elden.Laffon, M.Walker, S.Walker, T.Greathouse

T.Washington, T.Fink, L.Cooper, R. Stork, G. Arrington.

Those that were excused:

### **Village liaison to the commission:**

James Farrell

### **Guests**

### **Old Business:**

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

Introduction by Ron Stork

Reports of Officers

#### A. Content - Committee

- a) T. Greathouse (Content Chair) would like to step down as Chair of the Content Subcommittee and suggested G. Arrington to chair it.
- b) T. Greathouse suggested we look into more social media to communicate with residents.

#### B. Quality Assurance - Committee

- a) Need more clarification on how QA fits into Bolingbrook Website, Mobile application and future seminars conducted by ITC.
- b) Assistance needed in Indexing of recorded videos.

#### C. Special Events Committee

- a) T. Washington provided a script for commissioners to promote ITC and recruitment of commission members. To be reviewed next meeting.

- b) ITC to set up table at Bolingbrook STEM event October 21st. 1pm-3pm. ITC to hand out Cybersecurity flyers at event.
- c) October 28th Cybersecurity awareness 45 minute training Village Board Room 11am - 11:45am. Promote event on social media.

**Unfinished Business:**

- A) The recruiting message is now displaying on the village digital signboards. The recruiting message will display on all the manual signboards the week of November 6th.

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

**Announcements:**

- A) Bolingbrook STEM event
- B) Village of Bolingbrook ITC Cyber Security awareness event

No further business was discussed. The meeting was adjourned at 8:55pm.