

Minutes from the Middletown Technology Committee meeting - September 14, 2004

- Reviewed the agenda:
- Meeting Called to Order 4:30
- Disposition of minutes: No meeting in August
- Correspondence received:
 - Town document received requesting the ITC to review and recommend a solution to improve the current audio and visual equipment. The town is looking to improve the quality and expandability of the communication. The town would like a recommendation and proposal for budget for the budget year 2005.
 - Matt Wainwright presented a MS project document listing the targeted projects and the % completed. Matt reviewed the document with the ITC and it was received positively. Future data recommendation would also include budgeted, % of budget, and completion date.
- Old Business:
 - Mission Statement was presented and approved for presentation to the Town Council for approval.
 - Posting of agendas need to be posted 48 hours prior to meeting. Bill Fink will work with Robert to make sure the agendas are posted local and with the state.
 - A motion was made and received to approve the term of ITC members. The motion was approved for one year term.
 - Robert is working on getting mission statement for each department in the town.
 - ITC would like to help review any sizeable project to help provide support and resources.
 - ITC will review the Website project with Robert to see what resources are needed for current phase completion and future resource needs.
- New Business:
 - The ITC appointed Bill Fink to head up the task to review and make any recommendations for the audio and visual equipment for town meetings.
 - The ITC was interested in receiving an IT project list from the school, library, and any other sub committees.
 - The ITC was interested in understanding where the MUNIS project stands and also better understanding the future MUNIS projects.
 - The ITC would like to better understand the total town IT commitments to see if we can help save time and resources through productivity and shared resources.
- Announcements: