

Information Technology Committee
Meeting Minutes
01/23/2020

Present: Ed Kelley, Joe Mills, Donna Liebergen (NV) Excused: Pat Smith (NV), Susan Theer Others: Jen Steber

Order: The meeting was called to order by Kelley at 3:45 PM.

Roll: Roll Call noted all members were present.

Agenda: Motion by S.Theer, seconded by J.Mills, the agenda was unanimously approved as posted.

Minutes: Motion by J.Mills, seconded by S.Theer, the minutes of the 10/24/19 meeting were unanimously approved.

Discussion/Action with review of the current bills as presented and recommend to Audit and Budget Committee for approval: Current bills were presented and a motion was made by S.Theer, seconded by J.Mills, and the Committee voted unanimously to approve the bills as presented and forward to Audit and Budget for payment.

2019 Financial Report: J.Steber provided a written financial report. Motion by S.Theer, seconded by J.Mills, the Committee voted unanimously to approve the 2019 financial report.

2020 IT Budget: J.Steber provided a copy of the CY2020 Budget. Motion by S.Theer, seconded by J.Mills, the Committee voted unanimously to approve the 2020 financial report.

Proposal to address information technology needs in 2020 utilizing contingency funds: Motion by J.Mills, seconded by S.Theer, the Committee voted unanimously to request approval from Audit and Budget to use up to \$29,625 (as needed) in contingency funds to cover unbudgeted costs needed to implement a plan to upgrade 29 computers to Windows 10 including hardware costs of \$22,500 to be borne by specific Departments and support costs of \$7,125 to be borne by Information Technology.

2020 Project Planning and Timeline: 2020 project work is set to begin in February 2020.

Committee Concerns/Future Agenda Items: None

Adjourn: Motion by J.Mills, seconded by S.Theer. The meeting was adjourned.

Next meeting: Thursday, April 16, 2020 at 3:45p.m.

NV: Non-Voting Committee Member