

**Information Technology Committee**

**10/30/2017**

Present: Susan Theer, Ed Kelley, and Ed Wenger, Pat Smith, and Donna Liebergen Others: Jen Steber

The meeting was called to order by Steber at 4:00 PM.

Roll Call noted all members were present.

Motion by E.Wenger, seconded by S.Theer, the agenda was unanimously approved as posted.

Motion by S.Theer, seconded by E.Kelley, the minutes of the 07/25/17 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 after discussion a motion was made by E.Wenger, seconded by S.Theer, the Committee voted unanimous to approve the bills as presented and forward to Audit and Budget for payment.

**NEW BUSINESS:**

**IT Coordinator Evaluation:** Motion by E.Wenger, seconded by S.Theer, the Committee voted unanimous to appoint Susan Theer and Ed Kelley to perform the IT Coordinator Evaluation. All Committee members agreed to provide input to S.Theer or E.Kelley prior to 11/10/17.

**2018 Projects and Budget:** J.Steber provided an updated 2018 budget as approved by the Audit and Budget Committee noting the phone project was moved to the Capital Improvement Plan. S.Theer agreed to represent the IT Committee during the Phone Vendor group presentations.

**OLD BUSINESS:**

**2017 Financial Report:** J.Steber provided a YTD financial report. Motion by E.Wenger, seconded by S.Theer, the Committee voted unanimously to accept the financial report as submitted.

**Committee Concerns/Future Agenda Items:** None

**Adjourn:** Motion E.Wenger, seconded by S.Theer. The meeting was adjourned.

***Next meeting: Thursday, February 1, 2018 at 4:00p.m.***