

**CITY OF FRANKLIN
TECHNOLOGY COMMISSION MEETING MINUTES
OCTOBER 24, 2007**

- I. The October 24, 2007 Technology Commission Meeting was called to order at 6:05 p.m. by Chairman Meade in the Hearing Room of Franklin City Hall.

Members present were Meade, Strowig, Herman, Alderman Olson, Webler, Galusha, Kane, and Maersch. Members Mailandt and Mainella were excused. Also in attendance was Director of Administration Mark Luberda.

- II. Citizen Comment Period: None.

- III. Review and approval of the October 8, 2007 Meeting Minutes.

Motion made by Member Strowig and seconded by Member Kane to approve the October 8, 2007 meeting minutes as submitted. Motion carried: Ayes-All.

- IV. Strategic Technology Plan from the Technology Plan Sub-Committee

Discussion was held focusing on the goals of the Strategic Technology Plan and on the recommendations for 2008. By consensus, Commission Members expressed an intent to keep the process moving forward and by consensus set a November 15th deadline for each Commission Member to forward to the Director of Administration a brief outline of what they each believe are items that could be included in a Technology Infrastructure Plan and an Application Plan. They may also provide Mr. Luberda with a sample of any similar plan that they may be aware of. Mr. Luberda will pull these items together for a future meeting.

By consensus, it was agreed that furtherance of the plan at this time would continue to occur through the Strategic Technology Plan Sub-Committee.

- V. Website and Public Access Channel Guidelines

A brief discussion was held on the existing Website Guidelines. It was acknowledged that said guidelines should be expanded to cover the Public Access Channel. Member Strowig volunteered to complete a first draft of the guidelines for review by the Commission.

- VI. Status of Website Enhancements for Redevelopment

Member Strowig reported that there was no change in status since the prior meeting. He noted that Northwoods Software Development had submitted to him a final price for the requested changes and other vendors contacted had declined to be involved in an enhancement of a previously designed product. Mr. Luberda offered to send the scope to a couple of other potential vendors for their consideration.

- VII. Director's Report

1. Infrastructure Diagrams: Mr. Luberda indicated that the infrastructure diagrams were included in their packets and all sensitive information had been removed. This is purely for their information. No action necessary. A brief discussion was held.

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VIII. Next Meeting Date and Time

Chairman Meade indicated the next meeting date and time of November 28, 2007 at 6 p.m. Discussion was held regarding a presentation to the Common Council on the Strategic Technology Plan. Alderman Olson encouraged members to attend if they were able. Commission Members agreed that the presentation could be delayed to a December Common Council meeting at the discretion of the Director of Administration.

IX. Adjournment

Motion by Alderman Olson and seconded by Member Kane to adjourn the October 24, 2007 Technology Commission Meeting at 8:19 p.m. Motion carried: Ayes-All.