

SETA IT Committee Agenda 4-24-21

Call to Order	Serenity Prayer
Roll Call	Brandi, Betsy, Susan, Marshall, Ed, Randall, Sandy, Brad, Debi, Jorge
Service Material	Concept 4 was read by Betsy
Secretary	Review and approve minutes from _March's_____ meeting

Susan wanted it added that Christina did tell us to stop the website. Discussion was tabled until later in the committee meeting. Betsy moved to approve as amended with the statement from Christina added. Randall seconded.

Reports:

IT Chair/Alt IT Chair	Jorge/Ed
-----------------------	----------

Assembly meeting was wonderful and was done virtually. Kris is attending the general service conference and we gave Kris our blessing to go as an informed delegate but not instructed so he can make decisions with new information that is presented. Full agenda and breakout rooms, reports were given from the committee chairs. Jorge read report he gave at the Area that is attached here. A lot of people reach out letting me know how much they appreciate that we are doing in the committee.

We have a path forward and we are to continue with phase 1 and phase 2 and we are pausing phase 3 so we can look at options we have. The adhoc committee will be looking at our options.

Postmaster	Betsy/Edyth
------------	-------------

Betsy left an email for Edee and hasn't heard back from her and we should assume she is no longer on the committee.

Webmaster/Alt Webmaster	Susan
-------------------------	-------

Brad would like to stand for alt webmaster. He was voted in unanimously. He would like to continue doing the new user accounts. Susan updated the website for the committee so it is cleaner on the home page. Updated link that goes to the IT collaborative inbox and she is handling things as they come in. There is something called IT forum that we aren't using but we could use it to communicate with each other.

Ad Hoc Committee	Brad/Susan
------------------	------------

IT Support/Alt IT Support	Marshall/Open
---------------------------	---------------

Delegate Kris has a lot on his plate and we will wait to set up new laptop until he has more time. Looking into replacing Mike with archives laptop since it is 6 years old. Submitted expense report and hasn't received the check. Will need to submit another expense report because he left out a battery on the previous report. Jorge asked about what was involved in information needed to display things at assembly in person. Marshall went through what he does at the assembly. Randall asked how the laptops were being backed up.

Finance	Brandi
---------	--------

Please cc Brandi on expenses. Susan brought up that the Google cloud credit card needs to be updated.

Old Business:

1. **Review Task List as source for Old Business:**

**Jorge will be cleaning up the list so we can review next meeting.**

**New Business**

1. **Discuss renewal of Zoom**

**Zoom has been renewed for a year. The account rep has sent Betsy the docusign document. There are a couple things that are incorrect and Betsy will be working on it to correct those things and sign.**

**Closed Meeting with responsibility statement at 11:21 am.**