

Area 67 IT Committee Meeting Minutes January 26, 2013

Attendees: Mike W., Mike G., Betsy G., Cheryl M., Jackie V., Steve E., Kyna D., Jeff H. (home – GTM).

Meeting was opened with the Serenity Prayer.

Minutes and Reports:

Geoff J./Secretary was unable to attend so the December Secretary's minutes were read by Betsy and one correction was made by her. Betsy noted that the Webmaster only needs to send her notifications of posting.

Jeff H./Webmaster: 5 requests have been made with one coming from the Archives Committee as it pertains to a form designated for home group histories.

Cheryl M./Postmaster: There is a big glitch in current host in regard to emails and a majority of mail list memberships not being confirmed. Cheryl is looking forward to when the IT committee will decide upon a new ISP/Host.

Betsy G./ IT Review – Everything is going smoothly and is now receiving requests from Jeff H in order to scrub. Side note: Mike was approached by Marcia G. that if volume gets too high for Betsy she would be able to assist her.

Support – Open. Mike encouraged the members of the committee to see if they can find someone willing to take on the position.

Old Business:

Purchase of Laptops: Mike W. purchased 3 computers and 2 of those have been given to the Area Registrar and Area Secretary. It was decided by the Committee to announce that we have one computer to give away to either Area Officers or Area Committee Chairs at the next SETA Assembly in April and anyone interested to submit their name and the IT Committee at their meeting at the Assembly will draw the winner from a hat.

GTM Training Sessions: Cheryl mentioned that things are progressing nicely and that we are learning new possible glitches at each training session, e.g., Windows 8 does not allow the “drawing tool” is missing; Mike experienced a shadow and is working on correcting that.

- In order to enhance training, some ideas that were discussed included possibly utilizing YouTube on our website; have a list of links on IT Page to include Guidelines and Training links which would also have hyper links – Cheryl and Jeff will work on that.

New Business:

Frequency of GTM versus in-person meeting: It was determined that the GTM would also be available at our monthly meetings and for each member of the committee to attend at least 1 meeting per quarter in person.

Projects for next two years: Mike will be emailing the Committee Members a list of Subcommittees and their operation along with timeframes to be completed so that each member can let him know which committee(s) they would be open to being a part of.

Other Items:

Mike purchased a microphone for the IT Committee Meetings (~\$35.00) and it worked beautifully and is considering purchasing one for SETA's use.

Mike will bring an external webcam to next meeting so that anyone attending the GTM can actually see what is going on in the room.

Kyna D. stood for and was unanimously elected as our new Alternate Postmaster.

Topics for IT Committee Meeting in February, 2013:

Vote on General Standards

2014 Budget

Active Subcommittee Reports

Discussion on Cloud Storage

Meeting was closed with the Lord's Prayer.