



SETA IT Committee Meeting Minutes – March 22, 2014

Attendees: Marshall W.(Chair), Jackie V.(D-40 IT Liaison), Jeff H.(Webmaster), Kyna D.(Postmaster), Mike B. via GTM (Alt Webmaster), Waco M. (IT Support)

IT Committee	
Chair	Marshall W.
Alt. Chair	(open)
Secretary	(open)
Alt. Secretary	(open)
Postmaster	Kyna D.
Alt. Postmaster	(open)
Webmaster	Jeff H.
Alt. Webmaster	Mike B.
Support	Waco M.
Alt. Support	(open)
Review	Betsy G.

10:20 Meeting opened with Serenity Prayer by Marshall W.

Meeting minutes from February, 2014 were presented by Jackie V. Jeff H. motioned to accept the minutes as presented, Kyna D. seconded – passed.

Webmaster Report – Jeff H. – 40 website updates since 01/25/14. Has been very busy supporting SETA Assembly preparations. Website backup is in progress. Google maps being incorporated into web pages (compliant with domain policy). Marshall W. requested standard notification to users when navigating off of the SETA website.

IT Review Report – Betsy G. – not present – no report.

IT Support Report – Donnie M. – not present – no report.

Postmaster Report – Kyna D. – lost email service for a short time - payment was made on invoice for web mail hosting. Looking forward to meeting with Waco on technical issues

IT Chair Report – Marshall W. –

- Attended a District 40 workshop last week (20 in attendance) and used the IT projector to present the function of the IT committee and a tour of the SETA website.
- Donnie M. has resigned as IT Support due to work commitments. The Alt Support, Waco M., offered to fill position by acclamation.
- Attended the SETA Finance committee. The 2015 IT budget was approved which was a little less than 2014 budget. A spreadsheet was provided that detailed the budget line items. Jeff H. suggested posting to the SETA website.

New Business:

- Jeff H. - National AA Technology Workshop scheduled for Aug 8-10, 2014 in St, Louis, MO., suggest member of IT Committee attend. Marshall W. suggested Jeff H. is most qualified. Jeff will provide cost estimate and justification for presentation for approval at next SETA Assembly.
- Marshall W. proposed moving IT Committee meeting location from Post Oak Club to Spring Branch Memorial Club to better wireless connectivity. Additional testing will be conducted for GTM audio/video functionality.
Spring Branch Memorial Club: <http://www.sbmc-aa.org>, 1200 Blalock, Suite 378, Houston, Texas 77055
- Marshall W. – Ben F. expressed interest in filling Alt. IT Support position
- Jackie V. provided Marshall W. an invoice for Gossimer email account. She also reported Waco M. was having issues with email – he will work with Kyna D. to resolve.

Old Business:



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- Marshall W. will verify current version of IT Guidelines
- Jeff H. will provide January minutes

There will be an IT Committee meeting at the SETA Assembly, Saturday, 4/12/14 at 4:30 pm

11:35 meeting adored

Respectfully submitted,
Jeff H. – SETA Webmaster