



## SETA IT Committee Meeting Minutes – June 21, 2014

(Spring Branch Memorial Club)

Attendees: Marshall W.(Chair), Jeff H.(Webmaster), Betsy G. (IT Review), Kyna D (Postmaster) via GoToMeeting

About 10 AM, Marshall W. opened the meeting with the Serenity Prayer.

Meeting minutes from May 24<sup>th</sup>, were presented by Jeff H. - Marshall W. motioned to accept the minutes as written, Waco M. second – passed.

Webmaster Report – Jeff H. – 6 website updates since May 24<sup>th</sup>. No website back up since May 24<sup>th</sup>. National AA Technology Workshop activities have been quiet-expect to gear up soon. GSR orientation video/PDF presentation has been posted to the SETA GSR web page.

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

IT Review Report – Betsy G. – All posting requests were satisfactory. She has received several SPAM ads and one grievance.

Postmaster Report – Kyna D. – Marshall W. mentioned that incoming SPAM has diminished significantly. Kyna D. reported that there may be SDS (Software-defined Storage) records not loaded on the 1and1 website which may be one reason for SPAM traffic. It was proposed, and was agreed to, that Kyna D. coordinate changing website from 1and1 to Gossimer for an estimated \$12. This change will also better support proposed SSL (Secure Socket Layer) configuration. Kyna D. will contact Steve E. (former IT Chair) for more details. Jeff H. will support the coordinated transition.

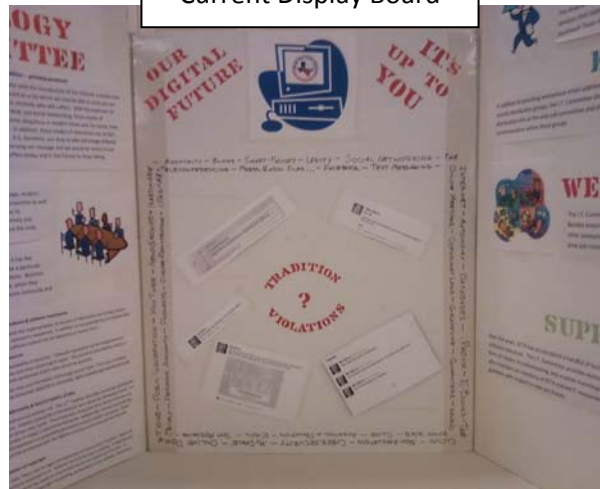
IT Support Report – Waco M. – not present – Marshall W. reported good response to recent request to SETA committee chairs and officers for reports on inventory items but had some issues with the IT Support email address. Kyna D. provided the correct email address - Marshall W. will then send an inventory spreadsheet to Waco M. Betsy G. stated that the IT Guidelines referenced out dated email addresses and that they need to be addressed in the next revision to the guidelines.

### OLD BUSINESS:

- Meetings - Betsy G. – There may be a conflict with our September monthly meeting. An update and schedule change will be addressed at our July meeting.
- Rent – Betsy G. – Rent payments to Spring Branch Memorial Club will be confirmed.
- Guideline Review – Marshall W. – SETA IT web page needs hyperlinks to prior guideline versions removed-appears confusing (action complete). Marshall W. will pursue an October Assembly workshop on final guidelines. All IT committee members are requested to review the General Guidelines and be prepared for final review at July monthly meeting. Marshall W. will bring a projector and Jeff H. will bring a makeshift screen. Document available at: [http://www.aa-seta.org/itpolicy/GL\\_General\\_IT\\_Guidelines\\_Proposal\\_EN\\_SE2\\_20120721.doc](http://www.aa-seta.org/itpolicy/GL_General_IT_Guidelines_Proposal_EN_SE2_20120721.doc)
- Display Board – Marshal W. – We still need to do a “makeover” on our IT display board. Betsy G. will inquire if the SETA CPC has an old board that we could have.

# SETA IT Committee Meeting Minutes – June 21, 2014 (Spring Branch Memorial Club)

Current Display Board



## NEW BUSINESS:

- Budget - Betsy G. volunteered to track IT Committee budget expenses. She has a template from District 40 PI/CPC that may serve our needs.
- Purchase – Betsy G. requested permission to purchase MS Access from Tech Soup – Marshall W. approved.

The next IT Committee meeting will be on July 26<sup>th</sup> at 10 AM

11:35 meeting adjourned

Respectfully submitted,  
Jeff H. – SETA Webmaster