

Seville Technology Committee
Minutes
12-03-2012

Chairwoman Kathy Rhoads called the meeting to order at 8:50 PM.

Present:

Kathy Rhoads, Rick Stallard, Leslie Miller

Mr. Stallard filled in as the alternate to regular member Larry Landis who was absent due to illness.

Mrs. Rhoads moved to approve the minutes from 11-19. The motion was seconded by Mr. Stallard. Mr. Stallard and Mrs. Rhoads voted to approve the minutes. Mrs. Miller abstained. The minutes were approved.

Privilege of the floor:

None

Old Business:

There was nothing new to report concerning the issue of having an Internet/LAN line installed at the Street/Park building office.

The subject of purchasing a new time clock for the Street/Park department and/or the entire Village was discussed. Mrs. Rhoads obtained several quotes and supplied those quotes to the other committee members. The quotes are attached to these minutes. There are several options available to the Village. Basic units are similar to the one currently in use and use a punch card system. More advanced units have a swipe card similar to a credit card. These systems can be programmed to use our own server and automatically allows for overtime, sick pay, vacation pay and other items to simplify the time keeping system. The most advanced can be accessed from a smart phone for employees in the field that cannot return to their respective offices to punch in or out. It uses a software service and an outside company's server. The newer systems can help eliminate some of the potential manual errors that can occur using a punch card system. The type of reports available and the accessibility to each unit varies by the price of the units. Each option and price will need to be evaluated before selecting any of the units. UAN, the software package in use by the Village, was contacted but made no recommendation on units, software, or options.

Mrs. Rhoads spoke with a representative from UAN asking about the need for a separate computer for the Fiscal Officer. The need will be discussed further at upcoming meetings. The concern is that if a virus infects the only computer being used, the Village could be without UAN until it is fixed. Permission must be obtained from UAN before any programs can be installed on the UAN computer.

Mrs. Rhoads has an "event" form template that will be sent to everyone. If it is approved it can be sent to Brian Schwartz to post on the website. It can be filled out and sent to the Mayor, the Administrative Office and the Technology Chair for review and processing. This will be discussed more at the next committee meeting.

The Police Chief will supply information on a regular basis for updating the website. This will be discussed further at the Safety Committee meeting.

There was a discussion on what, if anything should be posted on the sign board in front of the library. Some of the options discussed were:

Posting the Village web-site on the board and having people go there for meeting times and other Village information.

Allow the library use of the board to promote its' own events.

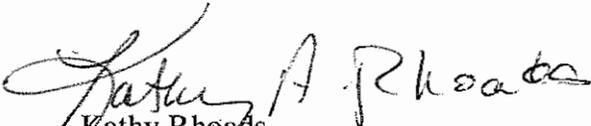
A combination of the two by having the Village use one half of the board and the library use the other half.

No decisions were reached and more discussion will be on the agenda for future meetings.

New Business:

None

Mrs. Miller moved to adjourn. The motion was seconded by Mr. Stallard. The motion passed unanimously. The meeting adjourned at 9:32 PM.


Kathy Rhoads
Chairwoman