

Seville Technology Committee
Minutes
03-04-2013

Mrs. Rhoads called the meeting to order 7:35 PM

Present: Kathy Rhoads, Leslie Miller, Larry Landis

Mrs. Miller moved to approve the minutes from 02-19-2013. The motion was seconded by Mr. Landis. The motion passed unanimously.

Privilege of the floor

Council woman Barb Schwartz asked about the repairs to the outdoor camera by the back door of the police department. Mrs. Rhoads believed the camera was fixed but she will check with Chief Burson to be sure it is fixed properly and who fixed it.

Brian Schwartz report:

The zoning book was a catastrophe. Because there had been so many users with different software that had updated it over the years, there were different headers, footers, margins, and fonts which made updating the book a difficult process. It also made finding anything nearly impossible. Mr. Schwartz has updated the entire book to "Word 2013" This will allow for auto updates when future changes are made. It will also allow for a simple "click to find" for anyone searching for specific information. A searchable PDF version can be put on the web-site and updated as needed. The new version also has a more professional look. Mr. Schwartz strongly recommended that as updates occur, older versions are filed electronically so they can be referred to if necessary. The committee thanked Mr. Schwartz for his extensive efforts on this issue. Precise procedures for changes, postings and version control will have to be implemented.

The networking of the Mayor's computer with those in the administrative office was discussed. Any changes to the UAN software package or the computer supplied by the State of Ohio needs to be approved in writing.

There was a discussion on converting all of the police department e-mails to be the same as the other Village employees. Mrs. Miller will talk with Police Chief Don Burson to get his input on this.

The computer in the back office that is being used by Council members needs to be either refurbished or replaced. Mr. Schwartz recommended replacing the unit and he will provide quotes at the April 1st meeting.

Old Business:

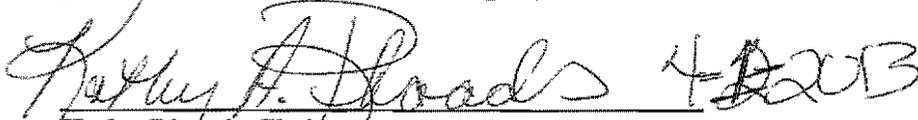
None

New Business:

The renewal date for the contract with Brian Schwartz as Technology consultant is coming soon. Mr. Schwartz did not ask for any changes in the contract. The committee

will ask for quotes from other potential Technology Consultants as part of their due diligence before signing any contract.

Mrs. Miller moved to adjourn. The motion was seconded by Mr. Landis. The motion passed unanimously. The meeting adjourned at 8:18 PM.


Kathy Rhoads Chairwoman