

Windham Technical Advisory Committee Meeting
5-11-2005

Attendees: Paul Keller, J. Gross, Jacques Borcoche, Greg Cappiello, Eric DeLong, and Carl Heidenblad.

Meeting Called To Order 6:52 pm:

- Minutes of 4-13-2005 Approved.
- Discussed Town Administrator's memorandum of April 21, 2005 regarding "Meeting Requirements".

Old Business:

- Made final comments, all positive, regarding Town of Windham Information Technology Use Policy. It was noted that this policy combines two previous policies. Committee recommended full adoption.
- Library Backup Discussions followed. Topics of Backup Instructions, Existing Tape Backup Issues, Steps Needed To Backup, Questions As To Re-Formatting Existing Tape To Confirm Process Works, etc. It was recommended that we concentrate on establishing a new process using the test hardware previously specified. J. To document the procedure once Carl purchases the non-expensive two boards (SATA 2 and USB cards) required, and Greg brings in the 30-day loan drive, etc. Backup software "best choices" discussions followed; Acronis and Backup Executive. Carl will ask Jena to research if the old Backup Executive software has any "update" value to the library?
- Regarding the Town Back Up Topic, Eric to distribute additional information to prepare the committee for next meeting's discussions.
- Next, Jacques presented the "finalization" of the Library Wireless Network project. Network schemas were reviewed. A "blocking" discussion followed to protect the network. Discussions continued with Carl's request to enable "wireless network printing" for those patrons interested in doing so. A concept of adding a LAN card needed to configure Wingate so as to enable wireless printing but still maintain "isolated networks" was reviewed. Basically this will enable Wingate to channelize printing tasks, with priority to the internal network.
- The drafted Rules of Procedure were not available for review. Paul has an action item to get with David, and have available for our next meeting.

New Business:

- At Eric's request, the committee next reviewed the "pro's and con's" of the current Email Server vs. using a Host Provider. Jacques pointed out several "things to look for" and related issues, then other members added their thoughts relative to other concerns and possible issues. A means/method that would enable a "clean up" of users by using "aliases" was thought to be a better, easier solution that would allow additional e-mail addresses, without going to a Host Provider.
- The committee interacted with Carl as to his library printing requirements. The committee agreed that moving away from "work horse" (expensive) laser printers into "commodity priced" (cheap) solutions would be the most cost effective approach for the library. The committee's recommendation was for the library to go ahead and order two (2) black laser Samsung Printers (ML-2251NP). The value of the State Procurement Contract was reviewed. It was noted that using a computer supply house was much, much cheaper in this case, and warranty servicing was not an issue.
- Town Network discussions positioned the TAC to be in a "listening mode" as to developing plans for the new High School. Once understood, we could review and propose as appropriate regarding the future directions of the town's networks, etc. We also await Alan's comments and suggestions in our next meeting as to establishing contact, proceeding, etc.
- As the meeting closed, it was decided to meet at **7 pm** instead of 6:30 pm for the remaining 2005 scheduled meetings. **Our next scheduled meeting is Wednesday June 8th.**

The Meeting Adjourned at 8:30 pm.