

Municipal Technology Advisory Committee Meeting Minutes

February 12, 2024, 7 PM

1st floor Meeting Room, Public Safety Complex, 20 George Bennett Road, Lee NH

Present: Dean Rubine and Chris Haller

Not present: Bob Woodward

Guest present: none

Call to order at 7:04pm.

No public comments.

Dean moved to approve the agenda, Chris seconded. Vote passes 2-0.

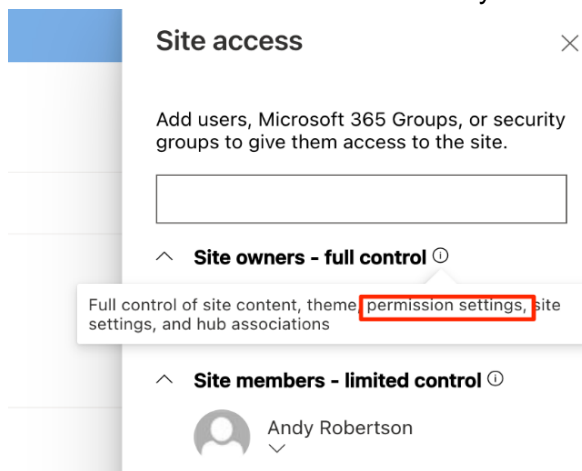
The original meeting for February 5th was postponed a week.

MTAC watched the Selectboard Meeting for February 5th to review the information discussed. The idea of the discussion was to enable the MTAC to help move the rest of the committees onto the Microsoft Sharepoint.

The committee discussed creating a set of goals to enable the transfer of the committees. The initial goals are below:

- Move the MTAC fully to the Sharepoint to better understand and fully integrate.
- Create documentation and how-to instructions for all Lee committees.
- Create a robust process for new committees to be enrolled in Sharepoint.
- Create a process for new membership in existing committees.
- Help establish a plan to move existing committees to Sharepoint.

In order to achieve this, MTAC will need access to modify the permissions on the Document Libraries for all committees. This is under the Document Library settings for each committee. MTAC believes that adding MTAC members to the Full Control group will allow them to manage the Document Libraries as necessary.



Dean moved to adjourn at 7:28, Chris seconded. Vote passes 2-0. Next meeting date will be March 4, 2024.