



## INFORMATION TECHNOLOGY SERVICES COMMITTEE MINUTES

February 7, 2023

The meeting of the Information Technology Services Committee was held on Tuesday, February 7, 2023, and was called to order at 10:01 a.m. by Vice Chair Friedman in Conference Room A and via Zoom.

### ROLL CALL

Present: Phil Friedman  
Donna Gambol  
Nick Massetti

Teri Nugent  
William Thompson

Absent: Janet Isom – Chair

Directors, Staff Marsha Gerber, GRF President  
and Jessica Sedgwick, Executive Director  
Guests: Marcelo Mario, IT Director  
Emma Hurtado, Executive Assistant  
Edward Jablonski, GRF Representative, Mutual Eleven  
One Shareholder/Member

### CHAIR'S ANNOUNCEMENTS

Vice Chair Friedman welcomed Committee members, guests, and introduced GRF President Marsha Gerber, Executive Director Jessica Sedgwick, IT Director Marcelo Mario, and Executive Assistant Emma Hurtado.

### MEMBER COMMENTS

No Members spoke during the Members' Comment period.

### APPROVAL OF MINUTES

The Information Technology Services Committee minutes dated January 3, 2023 were approved as presented.

### CORRESPONDENCE

The correspondence was read aloud.

**STAFF REPORTS**IT Director

The IT Director presented the monthly Website and Livestream Statistics report, which was included in the agenda packet.

**UNFINISHED BUSINESS**Livestream Tech Issues – Update

IT Director provided an update; topic tabled until March's meeting for further testing.

Office 365 Migration – Update

IT Director provided an update; topic tabled until March's meeting for further update.

Website Redesign – Update

IT Director provided an update; no further action.

Adobe Acrobat Training – Update

IT Director provided an update; topic tabled until March's meeting for further update.

CINC Software – Update

IT Director provided an update; topic tabled until March's meeting for further update.

SuperWire Migration of Phone Services/Wiring – Update

The Executive Director and IT Director provided update; topic tabled until further update can be provided.

**NEW BUSINESS**

N/A

**GOVERNING DOCUMENTS**

N/A

**FUTURE AGENDA ITEMS:**

- Livestream Tech Issues – Update
- Office 365 Migration- Update
- Adobe Acrobat Training- Update
- CINC software- Update
- SuperWire Migration of Phone Services/Wiring
- Clubhouse Four Dais Sound and Audio System

**NEXT MEETING**

Tuesday, March 7, 2023, in Conference Room A/Zoom 10am.

**ADJOURNMENT**

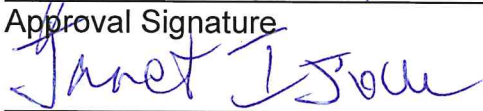
The meeting was adjourned at 10:16 a.m. by Vice Chair Friedman.

3/7/2023

Approved Date



Approval Signature



Printed Name

