

**Town of Fenwick Island,  
Delaware**

***Technology Committee Meeting  
January 20, 2016  
2:00 P.M.***

Call to Order and Flag Salute - Chair Gene Langan

Committee Members Present: Gene Langan, Mary Ellen Langan, Bill Weistling, Diane Tingle, Buzz Henifin, Lisa Benn

Members absent: F. Serio

Others present: Town Clerk Poole, Town Manager Burke, Julianne Musante and Ben Kaminski, Government Information Center

**Motion:** Motion made to approve the minutes of October 15, 2015 – Council Member Tingle

**Second:** Mary Ellen Langan. Minutes approved.

- **Presentation DE Government Information Center – Julianne Musante and Ben Kaminski –**  
Opened stating that the GIS Website is free to incorporated towns. The website is mobile friendly for phones and tablets. The content management is Word Press and you can add social corner, twitter and facebook links.  
Advantages / features:
  - No cost – It's a free website from the Government Information Center (hosting & design)
  - Feature upcoming meetings & agendas
  - Post Meeting Minutes and Public Notices
  - Calendar, Events listing and News posts
  - Embed videos, audio and google calendars
  - Contact forms
  - Assign user levels for editing the site, WP Photo gallery or integrate Flickr
  - Non-technical person can edit with a custom designed look
  - Ability to control the navigational structure
  - Add additional pages as needed
  - Training (a training session in person, and unlimited phone & email support help by GIC Staff)
  - Drag and drop options on files and photo
  - Events Manager – R.S.V.P. option
  - SPAM filter
  - Pre-built FOIA Forms (electronic delivery)
  - Website formats itself to any mobile device (phone, iPad, etc.)
  - PDF search option available in March 2016
  - 6-week timeframe – to set-up – to live website
- Services not available:
  - Email services (need a third party option)
  - Online bill pay (can link to third party solution)
  - Cannot promote local businesses on .gov address

Discussions continue on the options/advantages of the Word Press/GIS website. Ben Kaminski stated the GIC is a small team of professionals including web developers, designers, social media experts, information systems managers and others that work with state and local government agencies to help them connect with residents, visitors and business through the web. GIS employees only 9 employees. There are 54 Incorporated towns and we service 31 on our site.

Motion made to move forward with moving our website to GIS – Buzz Henifin

Second: Mary Ellen Langan

Discussion:

Vote: (6-0)

Next step, to present option to Council on Friday, January 22, 2016.

Committee set official meeting date to be the 2<sup>nd</sup> Wednesday of every month at 2:00 p.m.

Next meeting scheduled for February 10, 2016 at 2:00 p.m.

Motion to adjourn – Diane Tingle

Second: Lisa Benn

Meeting adjourned 3:25 p.m.

Transcribed - Linda Poole, Town Clerk