

St. Dominic Technology Meeting Minutes
Wednesday, March 21, 2007

The meeting was called to order at 7:30 p.m. in the school meeting room. Present were Fr. Dave Reith, Chris Hugi, Steve Schuh, Tom Rieger, Karen Chaffee, John Chovanec, Virginia Wanta, Joyce Sauer, and Meg Picciolo

The February minutes were approved.

The committee recognizes that the parish is in need of a broad-based technology utilization plan. Current calendaring, facilities management and staff requests for technology enhancements and an improved parish member information database all require a systematic evaluation. The committee will focus on this action plan for the upcoming year. The estimated time for completion of the action plan is 9-12 months.

The tech committee strategic plan will directly mirror the utilization action plan. The current strategic plan was reviewed.

A printer/copier evaluation email was sent out by Karen to staff. Responses were generally positive. Training is continuing. Some minor corrections in set up are required. Parish printers will be removed from student logins. Kay keeps losing her connection to the main copier. Some of the repair calls have been taking 7-15 minutes for a response. Steve will check into this situation. Steve reported that the usage for the lower level printer in the school was approximately 4000 pages per month.

The committee recommended 24 Dell computers be purchased from the technology fund. 23 for teachers and school staff and 1 for the parish print center. The print center computer will need Adobe Acrobat, Office, PDS, Norton, CAL, and possibly InDesign for the Order of Worship.

The digital camera in the parish office is currently missing. Karen will look into it.

Joyce Sauer reported that St. Mary's Elm Grove was visited to assess their smart boards by Lori Miller. Donna LaFlamme and Joanne Bischof will view also. Joyce will write up a proposal for the committee once she has received their evaluation. Home and School has offered to fund one smart board/laptop/projector. It was recommended that the lab be installed with a permanent projector vs. a mobile. An additional mobile unit that would include a laptop/projector and smart board could be acquired to offer utilization throughout the campus. Training is usually provided by the seller. Chris indicated that InfoCore is the reseller to consider. Each unit has an approximate cost of \$3000.

As there was no further business, the meeting was adjourned at 9:30 p.m. The next scheduled meeting is Wednesday, April 18th at 7:00 p.m. in the school meeting room.

Respectfully submitted,
Meg Picciolo
Technology Secretary