

Town of Ashburnham
IT Advisory Board
Agenda for Meeting of *September 16th, 2010*

Date: 9/16/2010
Time: 4:30 PM
Location: Town Hall: Lower Level Meeting Room

- I. Open Meeting
- II. Approval of previous meeting minutes (8/17/10 Meeting)
- III. Review of IT Advisory Board Goals with Town Administrator
- IV. General Discussion and Definitions of “IT/Technology”
 - a. What technologies need to be brought into the technology plan
 - b. Resources needed for town employees to complete their work
 - c. Open discussion about how they utilize technology and how to improve from today
 - d. Open discussion about how to better use technology for communications with the town’s people
- V. Based on Discussions (Agenda III) Review the Technology Plan
- VI. Next Steps:
 - a. setup a schedule to deliver an updated Town Technology Plan
 - b. selection of available dates to meet with Town IT vendor
- VII. Close Meeting