

# **COMMUNICATIONS COMMITTEE MINUTES**

## **TUESDAY, DECEMBER 16, 2014 – 4:00 P.M.**

### **CITY HALL, CONFERENCE ROOM 2A**

Meeting was called to order by Chairman Milliette at 4:05 p.m.

Roll Call. Present: Chairman Gary Milliette, Alderman Bob Kordus, Advisor Jeff Miskie, C. Andrew Fritz IV, Jeffrey Kriegel, Ron Berndt. Also present: City Clerk Waswo

**Kordus/Fritz motion for approval of minutes from September 18, 2013 meeting, as distributed.** Motion carried 4 to 0.

#### **Comments from the public limited to 5 minutes**

None.

#### **Discussion on Election of Officers**

Kordus/Fritz motion to continue with Gary Milliette as Chairman of the committee. Motion carried 4 to 0.  
Milliette/Kordus motion to name C. Andrew Fritz, IV as Recording Secretary. Motion carried 4 to 0.

#### **E-Alert newsletter**

City Clerk Waswo discussed the purpose of the E-Alert newsletter and how it is currently being used. Currently, the newsletter is only going out to people who sign up for it on the City's website. Ms. Waswo would like it to be focused more on city news rather than the promotion of events around the city to avoid favoritism or hard feelings from the many organizations in the community. Ms. Waswo also discussed the use of the City's Facebook and Twitter accounts. Chairman Milliette suggested using the newsletter to notify residents of street closings and such during events or construction. Alderman Kordus suggested not sending too aggressively, as this may annoy subscribers and cause them to unsubscribe. Mr. Kordus suggested in the bottom perhaps adding links to employment opportunities, legal notices and such. Jeff Miskie suggested adding answers to general questions that are being asked at the front counter at City Hall regularly. Mr. Milliette suggested adding a section for feedback.

#### **ISP Discussion**

Chairman Milliette suggested increasing internet speeds for City Hall. Alderman Kordus stated that this was not in the committee's purview. The Communications Committee's purview is to advise the Council and Administrator on matters relating to technology, information and communication with the City or as referred by city staff or Council. The committee's purpose is to evaluate or make recommendations to Council related to overall communications to the residents. He stated that ISP in City Hall does not improve communication with residents.

#### **Cloud Computing discussion**

This is another item that is not in the scope of the Communications Committee's purview. Jeff Miskie stated that he does not want to cross a line where security information becomes a part of public record. Alderman Kordus suggested taking items such as this to the Committee of the Whole.

#### **Set next meeting date**

Kordus/Milliette suggested meeting quarterly on the 3<sup>rd</sup> Tuesday at 5:00 p.m. The next meeting will be held on March 17, 2015 at 5:00 p.m. Unanimously carried.

#### **Adjournment**

Kordus/Milliette motion to adjourn at 4:48 p.m. Unanimously carried.

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/s/ Stephanie Gunderson, Assistant City Clerk

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE COMMUNICATIONS COMMITTEE**