DATE/PURPOSE
2017-09-13: Regular Communication Meeting

MEMBERS PRESENT: Jason Reser, Marty Boyer, Karl Oberjohn

STAFF and INVITEES PRESENT: Matt Mattone

MEMBERS ABSENT: Steve Elkins, Bob Amott, Chris Willig, Sarah Froelich, Andrew Smith

AGENDA
- Assign standing subcommittees for ongoing projects
  - Website development and maintenance
  - Suggested subcommittee: Bob, Sarah & Marty
  - Action: Reforward access to group (Boyer)
- City meeting notes
  - Process note
  - If they can't provide the report prior to meeting, suggested they may not be able to report as Council Members may not be able to gather data to articulate a meaningful response.
  - Audio/video resources for monthly business and caucus meetings
    - Much better sound (per the Smiley notes)
- Newsletter creation and publication
  - Assign/create subcommittee
  - Next August for best practices
    - Need extra toner ordered ahead of time (ask Julie for contract/contact)
    - Clear city business section and August suggested timing
- Website updates
  - Persistent search box on all web pages
  - Testing new search engine that has been installed on the website. I can see the index that has been created, I think it's searching some but not all. It has over 400 pages indexed on the site. I've not added because I don't think the search is great (yet).
  - Annual cleanup/compile PDFs by years
  - Ability to search meeting minutes (critical--still not working). Improved for most file types.
  - May have to look into some of the PDF issues.
  - Separate web pages for each board/committee, not one long page

- - ■ Suggestions made, navigation changed. Need to now just implement on the site.
    - ○ Where to store Plan Park Hills information?
      - ■ Opt that this goes under the Community Section. Believe this has been agreed upon in other communication.
- ● Special projects
  - ○ OpenGov implementation
    - ■ We need an "OpenGov 101" to learn about the service we're paying for, what its capabilities are, and who are contact points are
    - ■ Establish a relationship with our contact points and define a procedure for uploading information
    - ■ Study examples from other cities
    - ■ Information available to publish
      - ■ Police Department data
      - ■ Fire Department data
      - ■ Vehicle speed data
      - ■ Building permit applications
    - ■ DVD has items from JR.
  - ○ Citywide branding
  - ○ Boyer to get a meeting on the calendar with
    - ■ Bob A, Pam, Paul Tenkotte, Karl, Jason, Kathy for initial concerns for November report

Minutes prepared by: Marty Boyer

Next Meeting – 10/11/17

Minutes Approved by:

_____
_____   First Name, Last Name
Title (Secretary, Chair, Vice Chair, etc.)   Date