



Village of Hewitt

7688 McLean Drive
Hewitt, Wisconsin 54441

<http://vi.hewitt.wi.us>

Website Committee Meeting Minutes – April 17, 2011

The meeting was called to order at 6:05PM in the Hewitt Fire Department conference room.

Present: Ken Eilers, Jeff Graves, Derek Dieringer, Mike Klein, Peter Shave

Absent: None

Guests: Brian Hafermann

Minutes: The minutes from the meeting held on 3/30/11 were reviewed and approved as presented.

Public Input:

- Brian Hafermann discussed a media training session that he recently attended. It was an educational session on how to work with the media during times of crisis and emergencies. They recommended pulling the fire roster off the website and putting a mechanism (email, etc.) in place where you can track who views your minutes. The idea of making people register for the site was discussed. Peter mentioned that if we place barriers in front of the information people may use it less and it's really not much more secure.

Old Business:

- Wireless guest access in the fire station
The wireless guest access for the fire station was discussed. For the purpose of security, instructions on how to connect are not included in these minutes.
- Review of other municipal web sites
Given that we are pursuing a template driven site, this item was tabled indefinitely.
- Review of web site requirements
No changes or additions were made to the list discussed at the previous meeting.
- Review of GovOffice proposal
Derek tried several times to contact GovOffice without any luck. He will try again this week and send an email with our questions. Through discussion it was decided that we should also ask about the web content migration offer and a live demo. We are also curious about when GovOffice 3.0 will be released and what the new features are. Derek will have answers for all the questions by the next meeting.
- Review of other alternatives to GovOffice
The following alternatives were presented and discussed: Network Solutions, Quickbooks, www.muniweb.com, www.delaware.net, www.civic-logic.com, municipaldesigns.com and www.webcitz.com. There was a discussion about web hosts vs. content management. Most of these alternatives are either very expensive (several times the cost of GovOffice) or are custom solutions that we would need to work with a developer on and would take months longer than the GovOffice solution.

New Business:

- Business not anticipated in advance
 - There was a discussion about our domain name (vi.hewitt.wi.us). It is unclear where this is registered, who is paying for it, how to renew it and how to move it. Derek will investigate to find out who the contact is listed as so we can talk about redirection to the new site.
 - There was a request to move the meeting times from 6pm to 6:30pm. The committee agreed that this was acceptable. All future meetings will be held at 6:30pm.

Next Meeting: Sunday, May 15, 2011 at 6:30pm in the Hewitt Fire Department conference room.

The meeting adjourned at 6:50PM

Submitted by: Derek Dieringer