



The Town of Fenwick Island

800 Coastal Highway, Fenwick Island, DE 19944-4409

302-539-3011 ~ 302-539-1305 fax

www.fenwickisland.delaware.gov

INFORMATION TECHNOLOGY COMMITTEE

April 16, 2024, at 10 a.m.

Town Hall

MINUTES

Members Present: Lisa Lange (Zoom), Jeff Wendel (Zoom)

Others Present: Lori Dabbondanza

Flag salute and call to order

1. Approve December 19th and January 16th meeting minutes
Due to a lack of a quorum, no vote was taken to approve the prior minutes.
2. FI Website project update
Lisa Lange indicated that the website project is ready to go live. Lisa and the staff participated in a conference call with GIC last week. She shared that we are in the process of reviewing the updates and will be asking Council to review the new site prior to go live as well. Lori will send the test link to Council and ask for feedback by April 25, and Lisa will do the same with Tech Committee members. We would like the homepage to mimic what it will look like when we go live. It will be important to highlight the subscription option and be sure to thank GIC for their hard work and effort. Our targeted go live date is set for May 1.
3. Database update
 - a. Administration Process Review - Lori noted that she will email the administrative processes document to Technology Committee again and coordinate with the working group on going through that and looking at ways to improve Town Hall operations utilizing a new database. Lisa shared that it will be important to review the document and compare and contrast current processes.
 - b. Technology Review – Lisa indicated that she would like to kick off this working group with a presentation from each of the database vendors. Lisa will talk with Nuvan and Lucy about setting a date for that workgroup.

4. Old Business

None

5. New Business

None

6. Public Participation

None

7. Next Meeting: May 21 @ 10 a.m., Town Hall

Adjournment

The meeting was adjourned at 10:30 a.m.