Seymour Technology Committee

Special Meeting – February 1, 2012 – 12:30 PM – Norma Drummer Room

Minutes

In Attendance: Jason Weaving, Deirdre Caruso, Christine Conroy, Paul Thompson

1. Meeting called to order by Chairman Jason Weaving at 12:45 PM.

2. Pledge of Allegiance.

3. Discussion on Town Website Survey. [Take action]
   a. Christine approves of the survey and likes the questions asked. It is short enough so that people will not get bored while taking the survey. It is still comprehensive enough and will provide the committee with good feedback for planning.

   b. Christine Conroy made a motion to approve Town Website Survey hosted on SurveyMonkey.com and to give the chairman, Jason Weaving, the authority to make changes as necessary without the approval of the committee.
   Motion seconded by Dee Caruso.
   c. Motion carries 4-0-0.

4. Discussion on implementing Town Website Survey. [Take action]
   a. Christine Conroy made a motion to begin implementing and/or distributing the Town Website Survey, including by not limited to, by email, on Facebook, on Twitter, and on the current town website, and to various Town Boards and Committees, online news media (i.e. The Valley Independent Sentinel)
   b. Motion seconded by Dee Caruso.
   c. Motion carries 4-0-0.

   d. Christine Conroy made a motion for the Chairman to delegate distribution of the Town Website Survey.
   e. Seconded by Dee Caruso.
   f. Discussion: Jason Weaving asked Vice Chairman Paul Thompson to attend all meetings within the next week to distribute the surveys in hard copy.
   g. Motion carries 4-0-0.

5. Other business.

6. Public comment.

7. Adjournment motion by Dee. Second by Christine. Motion carries 4-0-0 at 1:00 PM.

Submitted by: Christine Conroy 2/1/12

Town of Seymour Website Redesign

Questions about the current Town Website

33%

Provide us with your opinions on the current Town Website.

✱ 1. How easy is it to find what you are looking for on our website?

Extremely easy

Very easy

No opinion

Slightly difficult

Extremely difficult

✱ 2. Do you think our current website is up to date?

Extremely up-to-date

Very up-to-date

No opinion

Slightly up-to-date

Not at all up-to-date

3. How easy is it to download files from our website?

Extremely easy

Very easy

Moderately easy

Slightly easy

Not at all easy

What does download mean?

✱ 4. What do you like about our current website?

Town News

Easy access to Meeting Agendas & Minutes

Easy access to contact Town Hall employees

Town of Seymour Website Redesign

Questions about the new Town Website

67%

Help us identify what you are looking for from the new Town Website.

✲ 5. What changes, updates, or additions would you like to see on the new Town Website?

Easier access to information

Town news

Easier access to Meeting Agendas & Minutes

Links to other Departments (example: Seymour School System, Town Library, etc.)

Search options

Online Bill Pay (example: taxes, permits, etc.)

News on Town Happenings (example: Recreational Events, Arts & Culture, etc.)

Online Filing (example: business filing, permits, etc.)

Contact info for Town Employees & Board/Committee Members

Other (please specify)

6. When you think of the Town of Seymour, what colors do you think of?

✲ 7. What would you like to see on the homepage of the new Town Website, or in other words, what is most important to you from our site?

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Town of Seymour Website Redesign

Some final details

100%

Help us with some final details to customize your online experience with the Town of Seymour.

✱8. Do you use Facebook?

Yes, and I'm comfortable with it.

Yes, and I'd like some help learning more about it.

No opinion

No, and I'm not interested.

No, but I'm interested in learning more about it.

✱9. Do you use Twitter?

Yes, and I'm comfortable with it.

Yes, and I'd like some help learning more about it.

No opinion

No, and I'm not interested.

No, but I'm interested in learning more about it.

10. Is there anything that we might be forgetting that you'd like to let us know about, so we can better design the new Town Website?

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Easy access to information

Calendar of Events

News on Town Happenings (example: Recreational Events, Arts & Culture, etc.)

Other (please specify)

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