



NEW CASTLE COUNTY COUNCIL  
TECHNOLOGY SUBCOMMITTEE MEETING  
September 22, 2020 – 2:00pm

MINUTES

**I. Call to Order**

Technology Subcommittee Chair David Carter called the meeting to order at 2:04pm using Zoom Webinar. Members present were: Councilman Carter, Councilman Cartier, Councilwoman Diller, Councilwoman Durham, Councilwoman Kilpatrick, Councilman Sheldon, Councilman Smiley, Councilman Tackett, and Councilman Woods.

**II. Approval of Minutes**

Councilman Smiley made a motion to approve the minutes of June 11, 2019. It was unanimously approved.

**III. Update on Live Streaming and Archiving of Council Meetings**

Councilman Carter gave an update on the current status of the live streaming initiative. Currently happening using ZOOM. There was discussion among Council Members. No motions were made.

**IV. Recommendation for Agenda Management Software for NCC Council**

Councilman Carter gave an overview on the agenda management software that was being reviewed by the Clerk's Office and gave a recommendation of Civic Clerk Plus. There was discussion among Council Members. No motions were made.

**V. ZOOM Licensing Discussion & Recommendations**

Councilman Carter gave a presentation on different ZOOM options for individual council members and use of the Council Meeting account going forward. A recommendation for each office getting their own ZOOM account was made. Councilman Carter made a motion for each council member to get their own account should they wish to use it outside of General Council Business. Councilman Smiley seconded the motion. It was unanimously approved.



**VI. ZOOM Attendee Experience**

Councilman Carter gave a presentation on the current limitations of ZOOM software while running a ZOOM Webinar versus using a ZOOM Meeting.

**VII. Other**

Councilman Woods had a question regarding Council on their own email server. Councilman Carter let him know that will be addressed at the next meeting.

**VIII. Public Comment**

There was no public comment.

**IX. Adjournment**

Councilman Smiley made a motion to adjourn, it was seconded by Councilman Woods. The meeting was adjourned at 2:52pm.