



*Community Software Consortium  
Board of Directors*

*Agenda*

**February 22, 2013**

**Meeting Specifics:**

**9:30 am**

**Boston ~ DLS Conference Room ~ 6<sup>th</sup> Floor**

**And via teleconference 218-548-4044, 786419\***

**Meeting convened: 9:33 AM**

Present were: Linda Bradley, CSC Coordinator to discuss three agenda items

Remote presences: Tammy Blackwell, President, Theo Gabriel, Treasurer, Kathryn Peirce, Secretary, members; Chip Davis and Rebecca Krause-Hardie,

- **CSC Website** – Where we want to go from here: we need to get specifications together and send it out a new request; or do verbal request for bid. Send to Stonewall and Inbound Zombie- Bylaws precludes Board members from bidding on projects- Tammy will ask Kirsten and Dave to pull it together and send it out
- **Funds Transfers:** Linda Bradley- Marshal and Swift expenditure voted November 8 vote not to exceed \$1750 assumed bill was for calendar 2012. The bill was actually for 2013 and \$1049.91. Can not rescind because we've contacted vender- vote to approve the balance ask for transfer form general fund to petty cash- FRCOG CALENDAR 2013

**Motion approval of expenditure not to exceed \$1200 calendar 12 M&S  
Becky**

**Second: Kathy**

**Vote: Unanimous, passed**

**Motion transfer of funds from general to petty in the amount of \$1200  
calendar 12 M&S Kathy**

**Second: Chip**

**Vote: Unanimous, passed**

- **Devens membership dues:** When dues are paid in full CSC redistributes the cost tables to paid members as “members of good standing”. Devens has not paid dues and has been non responsive. If Devens asks for old tables they are not in good standing- fy12 not paid-

**Motion To create a policy that any request from a community for tables past present future will be refused unless they are a member in good standing as described in CSC bylaws. Becky**

**Second: Chip**

**Vote: Unanimous, passed**

- **Board of Director elections:** Theo, Rebecca, Chip up for this year—There is a call for nominations and incumbent members will be included in list. Once nominated Linda makes a call personally and let them know they have been nominated and ask if they are up for running for the slot. Linda will talk to Tammy next week to formalize the progress.
- **Minutes acceptance-** Kathy will send out after this meeting.
- **CIC grant update** – Becky-we did not get funding for the next stage of the grants- They did not fund any grants in excess of \$100,000 likely because of cuts. There are still lots of opportunities to go forward-
- Thoughts about putting treasurer/collectors up in the cloud for hosting- getting quotes from Stonewall to do this.
- Beta site hosting quotes: \$900/month  
Server hosting: \$400  
Application Management \$500  
This is additional to what we currently pay and appears to be reasonable.

There are still a lot of questions to be considered; What is the cost of support, maintenance-

Hosting of beta sites comes from General fund

Tier votes: ballot vote- Collection side- for site emulation

Becky will continue collecting quotes; we will run this quote past Dave and vote next month or at retreat-

Dave had suggested a Board retreat a good part of the day; how do we view ourselves where do we want to go forward as an organization- Dave and Kirsten will organize this-

- **Casner & Edwards status-** Application submitted on 2/21/13! Thanks goes to Pat Oshard from FRCOG who helped to supply the financials. We should hear something within 90 days. If approved acceptance is the date mailed. Tammy will mail application to us.

- **Summer Conferences** – MTCA & MAAO MTCA: Beta testers E.Brookfield, Windsor, Washington, for collector package would they be able to attend? Becky will check with them.
- MAAO- Tammy will make sure we're on Bob Ellia's list for summer conference.
- **Funds and Ledger Documentation/Reimbursements**- Not sure if we have been doing reimbursements appropriately. We want to review this next time when Linda has an opportunity to review them with us.
- **CSC Condo Committee** update: Chip: We have a meeting set up in Boston next Friday Feb 28<sup>th</sup> at 9:30 AM. Review current capabilities and see where we want it to go? Five members so far-
- **Municipal Advocate Magazine Advertising:** MMA asking if we wanted to advertise in their magazine- deadline March 4<sup>th</sup> Rates are 1/6<sup>th</sup> of a page for \$160 black and white; full page \$1600 It was suggested that at this time we check and see if we can find it, and then review it next time around.
- **Communities interested in CSC;** Chilmark, Oakham, North Adams Kathy Wall from North Adams MIS director will call Chip. Tammy called Chilmark. They are all concerned with conversion. We can offer some solutions: data conversion manually, going out to quote from Stonewall on an individual basis, speak with Kirsten and Dave for their input.
- **Any Other Matter:**
  - Theo has been nominated for the MAAO Executive Board.
  - Ellen Docherty request for data from Hinsdale and Peru. Tammy will contact the Assessor directly and report back.
- Adjournment: 11:00 AM

**Motion: Kathy**

**Second: Becky**

**Vote: Unanimous, abstained**

**Respectfully submitted:**

**Kathryn Peirce**

**Secretary CSC**

