

## Computer Team Agenda

Thursday, June 23, 2022 at 1:00PM

### Introductions

Please state your name and your Computer Position

**Attendees: Melissa Pappas, Diane Anastos, Youa Thao, Gary Laskowski, Keri Levin, Terry Hogan, Andrew Ward, Aado Perandi, Michelle Newell, Shaun Fife**

### Updates from Administrators:

- Cleveland: **No problems at Cleveland.**
- Dunedin: ***One computer May have a bad hard drive. Michelle will be training Shaun this week. Dunedin needs a new printer. (Theirs was stolen recently.)***
- Hamline: **No problems. Computers are working very well.**
- Montreal: **Montreal has no problems.**
- Wabasha: **No computer or Internet problems.**
- Ravoux: **No problems to report.**
- Seal: ***Computers are working fine. There was an issue with the router though. During a reboot it reset itself. The network settings were restored and the Internet is working fine now.***

### Update from Computer Peers:

- **Closed Helpdesk Tickets**
  - Melissa Pappas: ***Only had Neill this month. (A continuation of last month's issue.) I removed the settings lock on the printer and checked the toner again. I provided information about affordable drum replacement to the Treasurer.***
  - Michelle Newell: ***No major updates. She will check McDonough and Mt. Airy labs.***
- **New Tickets**
  - Diane Anastos: ***No new tickets lately.***

### Updates from IT Contractor

**Derrick Malone: Derrick was not able to attend the meeting this month.**

### Updates

**Diane Anastos: *Computer basics classes have been scheduled for Exchange, Dunedin, Neill, and Central. They will take place the last week of June.***

***Computer tutorials have been updated. They are available on the PC website. The resources page has also been updated. Sections for computer training resources, and resources for low cost computers and Internet have been added. (Including information about the ACP.)***

***There will be a stipend for those teaching the classes. It will be the same as the Computer Peer stipend. (\$20.)***

## **Updates**

Youa Thao:

**If there are computer related expenses over the summer they should be put on hold until September. (Unless there are funds already in the budget for it. Also in the case of an emergency expense.)**

**Stipends over the summer:**

***If you have any conflicts with new Treasurers you should have them reach out to Youa.***

***Timesheets should be given to the Treasurer at the end of the month. In September they should be turned in at the RC meeting again.***

***The Computer Team still meets over the summer.***

**Next Meeting: July 28th at 1:00p.m.**