Date: 11-29-2018

Date Minutes Approved: 2-20-2019

TENNY CLERK

7019 FEB 20 PM 3: 514

## DUXBURT, MASS

## IT STEERING COMMITTEE

<u>Present</u>: John Quincy Adams, John Antonucci, Julia Adams, Alex Chin, Lt. Chip Chubb, Kathleen Glynn, Scott Lambiase, Cheryl Lewis, Mary Beth MacQuarrie, David Madigan, René Read, Capt. Rob Reardon, Mike Woodford

CALL TO ORDER: 8:30 am.

## **NEW BUSINESS:**

Create draft RFP with the guidance of Scott Lambiase and a beginning template provided by Kathleen Glynn. See final RFP as evidence.

Worked on RFP

MINUTES: Kathleen motioned to approve the 9-6-2018 minutes. Julia approved. David Madigan seconded.

**ADJOURNMENT:** At approximately 10:45 a.m., Kathleen moved to adjourn. Seconded by Julia. Vote: Unanimous.

Minutes submitted by Cheryl Lewis