

# IT Committee Meeting

## 5:30 PM, July 22, 2025

### City of Galesville

Meeting was called to order by Chair Jean Seely at 5:31 p.m.

Members Present: Dave Carlson, Rob Grover, Jean Seely  
 Also Present: Randy Larson

Jean Seely certified that open meeting requirements had been met by properly posting of the agenda.

#### IT Committee Minutes

Motion	Made By	2nd	Ayes	Nays	Pass/Fail
Approve the IT Committee minutes from June 19, 2025.	Dave	Rob	3	0	Pass

#### Recycling of Old City Electronics

The city has several electronics that they are no longer using. J. Seely recommend that the unused electronics be recycled. These options were suggested:

- A committee member takes the old electronics to one of Dynamics in Onalaska's Free electronics recycling events. The next one is August 2, 2025.
- The City could take the electronics to Southern Trempealeau County Solid Waste Commission. Southern Trempealeau County Solid Waste Commission agreed to not charge the city to recycle their electronics.

The group agreed to investigate what it would take for Dynamics to hold a free recycling event in the city of Galesville.

Motion	Made By	2nd	Ayes	Nays	Pass/Fail
Gather electronics no longer used by the city of Galesville to be recycled at Southern Trempealeau County Solid Waste Commission.	Rob	Dave	3	0	pass

#### Microsoft Exchange Subscription Edition

Exchange is how we do retention is how the City of Galesville retains emails to meet legal regulations. The city needs to have a full archive full archive to stay compliance w/ open records and PD records laws.

Motion	Made By	2nd	Ayes	Nays	Pass/Fail
Approve the purchase Microsoft Exchange Server with MCS services for a 3yr SA not to exceed \$4719 lump sum payment subject finance committee finding the funding.	Dave	Rob	3	0	Pass

## Inventory of electronics and software subscriptions

The group discussed reviewing the electronics inventory for the city. The committee agreed that the city electronics should have asset tags.

Motion	Made By	2nd	Ayes	Nays	Pass/Fail
To Purchase 200 asset tags not to exceed \$200 to adhere to the city's electronics subject finance committee finding the funding in either 2025 or 2026 budget.	Rob	Dave	3	0	Pass

## Remote attendance of meetings

No actions were taken at this time. The group agreed to gather information on if other cities in the area are allowing council member to attend remotely and their ordinances e.g. Each committee member was given potential communities to gather information for. The group will revisit this topic next month.

## Adjournment

Motion	By	2nd	Ayes	Nays	Pass/Fail
Motion to adjourn at 6:04pm	Dave	Rob	3	0	pass