

2020-09-23 – Princeton IT Strategic Planning Committee – Meeting Minutes  
John Zimmatore, Peter Cummings, Pat McGowan, Sherry Horeanopoulos, Rick McCowan

Meeting convened 5:05 pm

Approved prior minutes

Strategic plan discussion

Create a strategic plan – 3 year (All)

- Link to document  
[https://docs.google.com/document/d/1imOUc\\_EqP9RVZGmC4Ua08D7nFWdZrDN-mzizoy5uSXs/edit#](https://docs.google.com/document/d/1imOUc_EqP9RVZGmC4Ua08D7nFWdZrDN-mzizoy5uSXs/edit#)
- Sections review
  - Reviewed and updated the mission statement (Sherry)
  - Vision statement to review next meeting (John)
  - Backup and recovery (Peter)
    - Some systems support levels of service
    - Separate policy from strategic plan, just refer to the policy which can change
  - Disaster Recovery (John)
    - IT Disaster recovery is part of overall Town emergency / recovery plan
    - Service restorations needs prioritization
  - Collected information to address many of the sections
- John will share examples, Outline came from UAB (Done)
- Peter will create an official OneDrive to hold the working documents
- Consider VOIP as part of the IT infrastructure

Next meeting Thursday October 2<sup>nd</sup> at 5pm

Meeting adjourned 6:03pm