

Princeton IT Strategic Planning Committee

April 20, 2022
Meeting Minutes

Attendees:

John Zimmatore, Pat McGowan, Peter Cummings, Sherry Horeanapolous

1. Meeting convened 5:03 pm
2. Prior meeting minutes approved.
3. Cloud backup discussion
 - a. Peter will schedule a demo, maybe at 5pm
 - b. Need to identify companies for the other 2 bids
4. Data storage
 - a. No existing definition or requirements
 - b. Check with Nate for an update on the document organization and digitization
 - c. Does the school district have a common storage solution (Google)
 - d. Does a regional solution make sense? Sherry to investigate.
 - e. Sherry shared the Mass State retention requirements document
 - f. Sherry shared the newest version of the Fitchburg State plan
5. Notes that several municipalities are using Guardian
 - a. Can we learn from Sterling, Paxton, find contacts
6. Other Action items
 - a. John - make proposal for the organization for online data
 - b. Investigate and recommend supplemental outsourced services
 - c. Identify 3 vendors for cloud backup
 - d. Peter will arrange for a presentation and provide costs
 - e. John - Find the current master plan to understand what it includes ([here](#))
 - f. All - Revisit the strategic plan document, reduce scope and publish for feedback, then treat as living document
 - g. Pat - Onedrive in new organization
 - h. Does the state audit municipalities? Check with Nate or Sherry
 - i. Identify new space for the primary data closet/rack

Next Meeting Wed, May 11 5pm
Meeting Adjourned at 5:50 pm