



**BURTON, MICHIGAN**  
**PUBLIC ACCESS COMMITTEE MEETING**  
**JANUARY 5, 2015**  
**MINUTES**

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**Council Chambers**
**Regular**
**6:00 PM**


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**4303 S. CENTER ROAD**  
**BURTON, MI 48519**

**This meeting was opened by Councilman Steven Heffner at 6:15 PM.**

**I. CALL TO ORDER**

Attendee Name	Title	Status	Arrived
Steven Heffner	Councilman	Present	
Vaughn Smith	Councilman	Present	
Steven Hatfield	Councilman	Present	

**II. STAFF PRESENT**

Paula Zelenko, Mayor  
 Mark Udell, IT Department

Rik Hayman, Chief of Staff  
 Teresa Karsney, Clerk

**III. APPROVAL OF MINUTES**

- Public Access Committee - Regular - Oct 20, 2014 6:00 PM

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Steven Hatfield, Councilman
<b>SECONDER:</b>	Vaughn Smith, Councilman
<b>AYES:</b>	Heffner, Smith, Hatfield

**IV. AUDIENCE PARTICIPATION**
**V. COUNCIL DISCUSSION AND ACTION**

- Discussion on and recommendation for the City website.

Public Access committee gave suggestions to the administration on the new City Website. Mr. Hatfield will work with administration on updating the website and keeping Council informed.



**BURTON, MICHIGAN**  
**PUBLIC ACCESS COMMITTEE MEETING**  
**OCTOBER 20, 2014**  
**MINUTES**

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**Council Chambers**
**Regular**
**6:00 PM**


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**4303 S. CENTER ROAD**  
**BURTON, MI 48519**

**This meeting was opened by Councilman Steven Heffner at 6:07 PM.**

**I. CALL TO ORDER**

Attendee Name	Title	Status	Arrived
Steven Heffner	Councilman	Present	
Vaughn Smith	Councilman	Present	
Steven Hatfield	Councilman	Present	

**II. STAFF PRESENT**

Paula Zelenko, Mayor	Mark Udell, IT Director
Rik Hayman, Chief of Staff	Teresa Karsney, Clerk

**III. APPROVAL OF MINUTES**

None

**IV. AUDIENCE PARTICIPATION**

None

**V. COUNCIL DISCUSSION AND ACTION**

1. Recommendation to City Council to purchase mid range lap tops for the Council and a network printer for all boards to use.

Mr. Smith thought Chromebooks had a better body on them.

Mr. Udell said he could get them but they only have an 11" screen.

Mr. Hatfield stated that he has been using his iPad mini and it is really hard to see items on it. Mrs. Ellenburg has been using the regular size iPad and it is still too small. He feels the minimum size screen should be no less than 15". What about a Think pad?

Mr. Smith agreed it needs to be at least 15" and be able to print from them.

Mr. Udell stated that you can not hook a printer to Chromebooks, Think Pad or iPad.

Mr. Heffner thought they should have a 17" screen.

**Minutes Acceptance: Minutes of Oct 20, 2014 6:00 PM (Approval of Minutes)**

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Vaughn Smith, Councilman
<b>SECONDER:</b>	Steven Hatfield, Councilman
<b>AYES:</b>	Heffner, Smith, Hatfield

2. Presentation for purposes to update the committee on the development of the City's website.

Mayor Zelenko stated that we have the concept phase done. She referred to Mr. Udell to give us an update.

Mr. Udell stated we are in the migration stage where they are taking items off our old web page and moving to new web page. There is a 3 hour block of training that needs to be set up for everyone who is going to be updating items on the web page. We are figuring out who is going to be in on those training sessions. It is going to be at least another 3 to 4 weeks before the page is up and running.

Mayor Zelenko stated that each department head will have the training, plus anyone from their office they feel may need the training.

Mr. Heffner stated we need to take down the pages that are out of date.

Mr. Hatfield suggested that we put on the old web page that it is under construction.

3. Discussion on Council Web Page.

Mayor Zelenko stated that the Council Web page will have a list of all the Council people.



**Public Access Committee**

4303 S. Center Road  
Burton, MI 48519

**SCHEDULED**

**AGENDA ITEM (ID # 1322)**

Meeting: 01/05/15 06:00 PM

Department: Clerk's Office

Category: Discussion

Prepared By: Teresa M. Karsney

Department Head: Teresa M. Karsney

5.1

DOC ID: 1322

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**Discussion on and recommendation for the City website.**