



CITY OF BURTON
PUBLIC ACCESS COMMITTEE MEETING
AUGUST 15, 2016
AGENDA

Council Chambers

Special

6:15 PM

4303 S. CENTER ROAD
BURTON, MI 48519

A. ROLL CALL

B. STAFF PRESENT

C. APPROVAL OF MINUTES

1. Public Access Committee - Special - Apr 27, 2016 2:30 PM

D. AUDIENCE PARTICIPATION

Now is the time set-aside for members of the audience to address the Public Access Committee. I would ask each individual to give their name and address for the record and to limit their comments to three (3) minutes and to speak on the topics germane to City business.

E. COUNCIL DISCUSSION AND ACTION

1. Discussion on new website.
2. Discussion on documents to be added to website.
3. Discussion on electronic communications.



CITY OF BURTON

PUBLIC ACCESS COMMITTEE MEETING

APRIL 27, 2016

MINUTES

Council Chambers

Special

2:30 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Chairman Steven Hatfield at 2:34 PM.

A. ROLL CALL

Attendee Name	Title	Status	Arrived
Ellen Ellenburg	Councilwoman	Present	
Vaughn Smith	Councilman	Absent	
Steven Hatfield	Chairman	Present	

B. STAFF PRESENT

Teresa Karsney, Clerk Mark Udell, IT Department
Ginger Burke-Miller, Controller Rik Hayman, Chief of Staff

C. APPROVAL OF MINUTES

- Public Access Committee - Special - Sep 21, 2015 6:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Ellen Ellenburg, Councilwoman
SECONDER:	Steven Hatfield, Chairman
AYES:	Ellenburg, Hatfield
ABSENT:	Smith

D. AUDIENCE PARTICIPATION

None

E. COUNCIL DISCUSSION AND ACTION

- Review updated website.

Mr. Hatfield stated that he emailed the link from Revise to the members on the Public Access Committee. He said they changed the lay out of the website. He thanked Ginger Burke-Miller for the wonder pictures. He asked if the committee had any changes they would like to see.

Mr. Ellenburg stated the word Michigan should be in a different color so it would pop more. She felt the words "City of" should be bigger. But otherwise she liked the new lay out.

Minutes Acceptance: Minutes of Apr 27, 2016 2:30 PM (Approval of Minutes)

Mr. Hatfield thought each department should have a picture of the department head and their contact information.

Mr. Udell thought email addresses should not be listed without a Captcha feature attached. This would prevent a computer from sending staff emails. Also it looks like we will need more licenses because we don't have enough. He asked if this is the first of three presentations.

Mr. Hatfield stated yes it is the first.

Mr. O'Keefe asked if there is a way when an event is added to the calendar if citizens could sign up to get an email.

Mr. Udell stated he would ask the website company if that is possible.

Mr. Hatfield asked if the social media policy is done yet?

Mr. Hayman stated we are still working on it.

Mr. Hatfield is going to send the link to the rest of the City Council to get everyone's opinion before moving to stage 2.

Meeting was adjourned at 3:01 PM.



Public Access Committee

4303 S. Center Road
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SCHEDULED

AGENDA ITEM (ID # 2630)

Meeting: 08/15/16 06:15 PM

Department: Clerk's Office

Category: Discussion

Prepared By: Teresa M. Karsney

Department Head: Teresa M. Karsney

E.1

DOC ID: 2630

Discussion on new website.



Public Access Committee

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 2631)

Meeting: 08/15/16 06:15 PM

Department: Clerk's Office

Category: Discussion

Prepared By: Teresa M. Karsney

Department Head: Teresa M. Karsney

E.2

DOC ID: 2631

Discussion on documents to be added to website.



Public Access Committee
4303 S. Center Road
Burton, MI 48519

Meeting: 08/15/16 06:15 PM
Department: Clerk's Office
Category: Discussion
Prepared By: Teresa M. Karsney
Department Head: Teresa M. Karsney

E.3

SCHEDULED

AGENDA ITEM (ID # 2632)

DOC ID: 2632

Discussion on electronic communications.