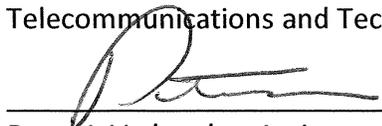


Memorandum
Manager's Office

TO: Telecommunications and Technology Advisory Commission

FROM: 
Peter J. Vadopalas, Assistant to the Village Manager

DATE: January 7, 2016

SUBJECT: **October 27, 2015 Telecommunications and Technology Advisory Commission Meeting Minutes**

Commission Meeting Called to Order:

Chairman Doug Gordon called the meeting to order at 7:00 p.m. Conference Room A at the Illinois Science + Technology Park.

Present: Randall Cling, Sam Corcione, Douglas Gordon, Ken Grossman, Frances Roehm, staff liaison Peter Vadopalas

Absent: Howard Kleinstein, Evan Jones Thorne

I. Welcome

Chair Gordon welcomed all Commissioners at 7:05 p.m. After discussion about upcoming holiday schedules, the consensus of the Commissioners was to cancel the November and December 2015 meetings.

II. Approval of Minutes

The minutes of the September 29, 2015 meeting were approved as written.

III. Chair Update; Programming

Skokie Smart Manufacturing Summit

Peter Vadopalas reviewed the final event program and summarized the agenda of speakers for the November 4th event. Vadopalas noted that, to date, nearly 100 attendees had registered for the program. The Commission toured the building atrium to review the table layouts for vendors, refreshments, and registration. The Commission toured the auditorium to review the presentation set up and overall event setting. The Commissioners discussed support needs for the event and all who could volunteer were encouraged to arrive on 11/4 by 1:15 to coordinate volunteer roles.

AARP tablet training program

Peter Vadopalas reported that AARP has completed all tasks needed to organize the November 11 event at the Library. Event promotion will be led by AARP, and the Village and Library will also promote the event to the community. A report of number

of registrants will be shared with the Commission prior to the event. Vadopalas reported that the event is very near capacity and that AARP expects the two sessions to be fully registered.

CUB Utility Bill Clinic – 2016

The Commission briefly reviewed planned programming ideas for early 2016. The consensus of the Commission was to plan for a March date for an upcoming utility bill clinic with the Citizens Utility Board, and to communicate with AARP about the viability of a second tablet training session in Skokie.

IV. Adjourn

Chair Gordon adjourned the meeting at 8:10 p.m.

NEXT MEETING: The next Telecommunications and Technology Advisory Commission meeting is scheduled for January 26, 2016 at 7:00 p.m. at Skokie Village Hall.