

**MINUTES OF A MEETING OF THE
ADMINISTRATION COMMITTEE
OF THE DUPAGE WATER COMMISSION
HELD ON MAY 19, 2011**

The meeting was called to order at 7:10 P.M. at the Commission's office located at 600 East Butterfield Road, Elmhurst, Illinois.

Committee members in attendance: T. Cullerton, J. B. Webb, and L. Crawford

Committee members absent: W. Murphy and J. Zay (*ex officio*)

Also in attendance: J. Spatz, M. Crowley, and F. Frelka

With respect to the first item on the agenda, Commissioner Crawford requested that the reference in the April 21, 2011, Administration Committee minutes to Carol Stream as a resource for the paperless Board packet project be changed to a reference to Villa Park. Commissioner Webb moved to approve the Minutes of the April 21, 2011, Administration Committee meeting as revised as requested by Commissioner Crawford. Seconded by Commissioner Cullerton and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

With respect to creating an I-Pad accessible site for meeting materials, GIS Coordinator Frelka demonstrated I-Pad functions using a downloaded copy of the May 19, 2011, agenda materials. GIS Coordinator Frelka also summarized the advantages and disadvantages of various electronic board meeting service providers, noting that enabling wireless access within the Board meeting room would amount to a nominal cost, with the I-Pad device costing in the \$600 per person range. At which point, GIS Coordinator Frelka distributed a cost summary to the Commissioners.

Commissioner Cullerton commented that even though I-Pads were not the cheapest device available, they were the most current and unlikely to become obsolete. Commissioner Cullerton also requested that GIS Coordinator Frelka forward reference contacts for and hyperlinks to the web pages of two to three Illinois governmental customers of each of the three-most favored electronic board meeting service providers.

Commissioner Crawford suggested that, in addition to the reference contacts and hyperlinks, several members of the Committee should participate in a live demonstration of the electronic board meeting programs.

After some discussion, it was the consensus of the Committee that Commissioners Crawford and Murphy should participate in the live demonstrations and that staff should provide a detailed cost analysis/comparison of continuing with the current Board packet and meeting system but using PDFs and I-Pads in lieu of paper copies and of progressing to the more sophisticated electronic board meeting systems sometime in the future.

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Commissioner Webb moved to adjourn the meeting at 7:32 P.M. Seconded by
Commissioner Cullerton and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

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