



## **IT Department**

October 2019

### **Monthly Report:**

Patrick Taylor, IT Director

- Continued with the Windows 7 upgrade and replacement project
- Started the Office 365 migration project
  - Renew the Microsoft licensing for Office 365
  - Renew the Microsoft server licenses
  - Set up the Barracuda cloud service for SPAM protection and cloud email archiving
  - Move existing mailboxes to the cloud
  - Communication sent out to town employees with target launch November 13<sup>th</sup>
- Continued evaluation of current IT processes
- Started researching online employee application processes
- Started interviews for the open IT position
- Review electronic data protection strategy
- Setup for various events in the community room including the mayoral debate