

MEETING MINUTES

Administration, Communication, and Technology

Date: Wednesday, May 13, 2026 @ 6:30 PM

Committee Members: Lisa Kearns, Chair
Stephen Marvin
Jerry Szczepaniak

Staff: William Mann, Chief Information Security Officer
Nicholas Fink, Manager of Data and Enterprise Applications
Sean Metrick, Borough Manager

II. Announcements

- A. Borough Council Worksession for May will be held Monday May 18, 2026 at 630 PM in Borough Council Chambers.
- B. The Borough of West Chester Administrative Offices will be closed on Monday, May 25th for the Memorial Day Holiday

III. Comments, suggestions, petitions by residents, property owners, and visitors in attendance regarding items not on the agenda. (Please be advised that all public comments have a 5-minute time limit.)

IV. Reports

- A. ACT Committee –*Chair Report, workplan and issues raised at prior meetings* - **COMPLETED**
- B. Quarterly Report – Chief Information Security Officer, William Mann - **COMPLETED**
- C. West Chester Community Center (Introductory presentation from West Chester Community Center re: possible shared communication and future recreational partnership) - **COMPLETED**

V. Old business

- A. Approve April 2026 meeting minutes – **APPROVED 3-0**
- B. Motion to approve organizational chart for borough website – **APPROVED 3-0**
Issue: Updated organization chart for borough website

VI. New business

- A. Discuss the recent information on 2026 BID reports re: visitors coming to the Borough - **COMPLETED**
- B. Discuss efforts to strengthen Borough and WCU coordination re: public information sharing - **COMPLETED**
- C. Motion to approve proposal from HRMM& L for legal representation related to the Borough of West Chester v. Pennsylvania State System of High Education, et al. – **APPROVED 3-0**
Issue: Consider entering into an agreement for legal representation

VII. Adjournment

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