



HMC Management

CHARTER

of the

HMC TECHNOLOGY ADVANCEMENT COMMITTEE (TAC)

The HMC Technology Advancement Committee (TAC) is a permanent standing committee consisting of a Chairperson, a Vice-Chairperson, and selected HMC members in good standing. Long-term residents of Herron Island who are not members of HMC may be appointed as associate (non-voting) committee members at the recommendation of the committee and at the discretion and acceptance of the Board of Directors.

Meetings shall be open to all HMC Members to promote transparency; however, only appointed members may vote. The TAC shall coordinate with the Board, Island Manager, staff, and support other committees as appropriate.

The committee will serve primarily in an advisory capacity to the Finance Committee and the HMC Board of Trustees. Recognizing that modern technological advances have created the need for specialized research and informed recommendations, the Board of Directors charges the TAC with the following functions:

Responsibilities

1. Provide and maintain a secure corporate network infrastructure.
2. Maintain an inventory list by department for HMC equipment including phones, fax, copier, cell phone, pagers, computers and software.
3. Evaluate requests for new equipment prior to purchase to confirm need and to assure that features meet user requirements.
4. Make recommendations regarding equipment replacement as appropriate.
5. Conduct testing of new software and applications at the recommendation of the Board or Island Manager.
6. Provide training and documentation for applications utilized across committees, office staff and the ferry crew.
7. Maintain Community Center AV for meetings and Boosters events.
8. Provide recommendations and support for streamlining current processes and reduce technical debt.

9. Evaluate service contract features / pricing and make recommendations to the Board of Directors and/or the Finance Committee.
10. Project and forecast current and future communication and technology needs/expenses.
11. Make recommendations to the Board of Directors and/or the Finance Committee regarding budgetary requirements for the corporation and for this committee.
12. Other duties as directed by the Board or Island Manager

The TAC may research and make recommendations regarding matters assigned by the Board and, to this end, will coordinate its efforts with HMC Members as needed.

Review Cycle: The Board shall review this Charter at least every five (5) years.

Dated: July 11, 2026



Mark Anderson
President, HMC Management Board of Directors

MISSION STATEMENT

The mission of the HMC Management TAC is to review all areas of Technology and Infrastructure within HMC Management, providing oversight and safeguarding of the Treasurer, Island Manager, and Board of Directors.