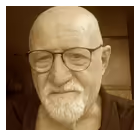


Minutes of March 20, 2022 Meeting



David L Passmore

Last updated 10:14am

Technology Committee Meeting

I. Meeting Call to Order at 7:10 pm

Present: Gil Citro, Gerry LaVan, David Passmore, Alec Sun, Dusica Vujanovic

Absent: Aaron Marks, Mitch Fogelson

Minutes of February 20, 2022 meeting were approved.

Old Business

Overview of Technology Projects^[1]: Gil & David gave a brief overview of a number of technology updates presented to Jim Donahoe & Patty Bachman on Friday March 18, 2022. This included a brief discussion of latest passwords on Bitwarden (open-source password manager), two new chrome laptops for Maintenance, and cell phones for Patty and Maintenance with appropriate passwords. Jim and Patty were also shown the new Raven Scanner and how to use it. Gerry LaVan volunteered to spend a couple of hours each week scanning paper documents to get the project up and running. Gil will suggest best method to adopt when scanning begins.

Purchases included:

-Laptops for maintenance (HP Chromebook x360 14a^[2])

-Raven Pro^[3] scanner

-UPS for network room (APC UPS 1500VA^[4])

-Network attached storage (QNAP TS-231P3-4G^[5] + 2x 4TB WD Red Plus^[6])

Directory Database: The process of creating a resident directory database is ongoing. Part 1 which includes, which unit is assigned to which parking space and storage unit is complete. Part 2 which identifies names of unit owners vs. other residents, phone numbers and email addresses is under construction.

Email: Email addresses have been collected for practically all residents of the building. Only about 30 units do not use email and for those we have an Email to paper gateway (Using HP ePrint^[7] and Mailman^[8]). This is a new feature which prints out a paper version of a notice/message sent to residents by unit number for those residents whom we do not have email address.

Surveys & Elections: Once the resident directory database is completed then monthly surveys as well as elections can be conducted with a high level of confidence using “OpaVote” an inexpensive online voting tool.

Website: Under construction with features to be added such as Guest and Party Room reservations, etc.

New Business

Basecamp for Office Management: An idea worth considering is that all employees be taught how to use Basecamp to communicate with one another about schedules and any other issues affecting the building.

Next Meeting, 17 April, 2022 at 7:00 pm

Adjournment: Meeting ended at 8:15 pm

Secretary: Gerry LaVan



Links

1. <https://public.3.basecamp.com/p/hjZ6N9TZxeqfS7V8oYLew9Q3>
2. <https://www.amazon.com/gp/product/B099LR1LHL/>
3. <https://www.raven.com/products/raven-scanner-pro>
4. <https://www.amazon.com/APC-Battery-Protector-BackUPS-BX1500M/dp/B06VY6FXMM/>
5. <https://www.amazon.com/QNAP-TS-231P3-4G-Home-Office-2-5GbE/dp/B08F7R6SP5/r>
6. <https://www.amazon.com/Western-Digital-Plus-Internal-Drive/dp/B08VH8C3WZ/>
7. <https://www.hpsmart.com/>
8. <https://www.mailmanlists.net/>

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