

Services: The service and equipment associated with the service

Start: Year the equipment was purchased.

Status: Okay, failing, abandoned, etc

Value: Value to the residents that use the service.

Use: Approximate peak number of residents that use the service.

Rate: Days out of the year 365, 52, 12, seasonal = 100

Services	Start	Status	VTR	Use	Rate	Comment
TV Grande Ball Room	2018	New	High	140	12	
TV Exercise Room	2004	Okay	High	50	365	
TV Conference Room	2004	Failing	Low	8	12	
TV Game Rooms	None		Med	50	365	
PA System Grande Ball Room	2004	Okay	Med	140	52	
Speakers Grande Ball Room	2004	Okay	Med	140	52	Need to be properly installed
Clubhouse Radio	2004	Okay	Med	100	365	Unable to access when office closed
Clubhouse Satellite Radio	None					
Portable Blue Ray Players	None					
Exercise Equipment	2004	Okay	Med	50	365	Need to review Leisure World Irvine study on aging
Community Data On Aging	None	Privacy				Participate in aging studies? Protect our data.
Heater Air Cond Smart Thermostats	None		None	-	-	
Smart lights on/off	None		None	-	-	
Pool tables	2004	Okay	High	100	365	Ensure proper maintenance
Game Rooms	2004	Okay	High	100	365	Replace games periodically
Hobby Rooms	2004	Okay	High	100	365	Replace equipment periodically
Indoor Pool	2004	Okay	Med	100	100	Pumps and monitoring equipment
Outdoor Pool	2004	Okay	High	100	100	Pumps and monitoring equipment
Bocce	2004	Okay	High	100	100	
Tennis Pickle Ball	2004	Okay	High	100	100	
WIFI Pool Area	None		Low			Need to confirm with community survey
WIFI Grande Ball Room	None		Low			Need to confirm with community survey
WIFI Club Rooms	None		Low			Need to confirm with community survey
Public Computer 1	None		Low			Need to confirm with community survey
Public Printer 1	None		Low			Need to confirm with community survey
Public Tablet Computer 1	None		Low			Need to confirm with community survey
Physical Library	2004		Med	50	365	

Services	Start	Status	VTR	Use	Rate	Comment
Ebook Readers	None		Low	50		
Office Computer	2004		None	-	-	Unable to access when office closed
Office Printer	2004		None			Unable to access when office closed
Office Copier	2004		Med	50	52	Unable to access when office closed
Office FAX	2004		Low	10	12	Unable to access when office closed
Office Records Local Electronic Archive	None		None	-	-	
Office Records Offsite Electronic Archive	None		None	-	-	Need disaster recovery approach
Office Records Local Physical Archive	2004		None	-	-	
Office Records Offsite Physical Archive	None		None	-	-	Need disaster recovery approach
Public Access All In One Printer	None		None	-	-	Can this replace expensive office copier?
HOA Clubhouse Bulletin Board	2004	Aged	High	800		New cork board?
Residents Clubhouse Bulletin Board	2004	Aged	High	400		New cork board?
Community News Letter	2004	Sporadic	High	800		Some is electronic some is paper
Community Flyers	2004	Okay	High	800		
Email Event Notifications	2015	Check	High	800		Is Email tracking enabled? Do we care?
External clubs flyers, payments, returns	2004	Broken	High	100		Cynthia does not support, this is problematic when collecting money and returning money, big issue.
Community Website	None		High	600	365	Need to confirm with community survey
Resident VGEM email addresses	None		Low			
Community Social Media Presence	None	Unknown	Low			Do we need to monitor?
Wired Fire Alarm	2004	Okay	None	-	-	
Wireless Fire Alarm	None		None	-	-	
Wired Intrusion Alarm	2015	Okay	None	-	-	
Wireless Intrusion Alarm	None		None	-	-	
Community Street Cameras 1-4	None		None	-	-	To help after crime events
TV Instructions	2018	Review	High	140	52	Not found during New Year's party, typical
DVD Player Instructions	2018	Review	High	140	52	Not found during New Year's party, typical
Cable Box Use Instructions	2018	Review	High	140	52	Not found during New Year's party, typical
Smart TV Functions Instructions	2018	Review	High	140	52	New TV feature
PA System Mic Instructions	2018	Review	High	140	52	The approach should not be to deny access but to instead make it idiot proof. Not found during New Year's party

Services	Start	Status	VTR	Use	Rate	Comment
PA System TV Instructions	2018	Review	High	140	52	The approach should not be to deny access but to instead make it idiot proof. Not found during New Year's party
PA System External Device Instructions	2018	Review	High	140	52	The approach should not be to deny access but to instead make it idiot proof. Not found during New Year's party
Heater Air Conditioner Setting Instructions	2018	Review	High	140	52	It appears that most residents always wait for someone to rescue them from the cold or heat. They don't feel empowered.
Clubhouse Radio Instructions	None		Low	50	365	
Clubhouse Radio 24 access	None		Low	50	365	
Community Technology Classes	None		Low	10	12	The idea is to facilitate anyone that wants to offer a class: smart phone tricks, tablet computer, social media, PC, email, website maintenance. We normally think Grande Ball room but Conference Room or other more cozy rooms might be better. This means a TV.
Comcast TV	2004	Issue	Med			What did we pay for what are we getting
Comcast Music	None	Issue	Med			Is this is part of our bundle
Comcast TV On Demand	None					
Comcast TV DVR	None					
Comcast Internet	2004	Okay				
FIOS	None					
Verizon Phone 1 Office	2004	Okay	None	-	-	
Verizon Phone 2 Fax	2004	Okay	None	-	-	
Verizon Phone 3 Pool	2004	Issue	None	-	-	Can this be shared
Verizon Phone 4 Alarm	2004	Issue	None	-	-	Can this be shared
Verizon Phone 5 Fire	2004	Issue	None	-	-	Can this be shared
Verizon Phone 6	2004	Issue	None	-	-	Shut down?
Verizon Phone 7	2004	Issue	None	-	-	Shut down?
Conference room phone	None		None	-	-	Use Phone 1 line
Door Entry System 1	2004	Abandoned	None	-	-	Key and card entry
Door Entry System 2	2016	Okay	None	-	-	Card entry, not sure what happens during power failure of system failure

Tech team guiding principles

To investigate and implement technologies that improve the quality of life for residents

To not misuse technology where residents are engaged in useless activity, waste time, are harassed, intimidated or perceive loss of freedom or liberty when using HOA assets

To review and ensure that existing technologies are working, useful, and sustainable

To ensure that security related technologies are not applied except after extensive review and significant community involvement

To periodically engage in community outreach where technology suggestions are requested via email