

The Technology Task Team

April 22, 2018

The Technology Task Team was appointed to make recommendations to the VGEM Board of Trustees on long term (3-5 years) plans for technology.

The following recommendations focus on the clubhouse, the common grounds and on communication and record storage. The goal was to enhance operational efficiency of the HOA, in areas of finance, governance, communications, document storage and retrieval, and systems monitoring. Additionally, the recommendations consider optimization of the VGEM resident's daily "experience" living within the community.

Community members were surveyed and all had an opportunity to provide input on this topic. The recommendations made by this team take into consideration the views of the residents of VGEM.

Following the recommendations is an appendix of information gathered by this team that might be beneficial to future clubs and committees tasked with carrying out the recommendations.

Respectfully submitted by

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Executive Summary

Recommendations by the committee to the board to implement – **short term** (in the order of survey response)

- 1) VGEM website
- 2) Dependable WIFI throughout clubhouse and pool areas
- 3) Live music – committee, obtain licensure with seed money provided
- 4) Movie nights – committee, obtain licensure with seed money provided

The following items were not specific survey questions, but are committee recommendations:

- 5) Security camera at the front door of the clubhouse
- 6) Wireless speakers – self powered to replace current speakers in the Grande Room
- 7) Radio music service – recommend Sirius XM
- 8) Smart thermostats in the clubhouse
- 9) Replace the cables and converters to replaced damaged items related to TV in the Grande Room – budget \$200
- 10) Form an Audio Visual Committee to take responsibility for sound system and TV in the Grande Room – upgrade recommendations, maintenance and education

Recommendations by the committee to the board to implement - **mid term**

- 1) Research and implement cellular option for security and fire system when the current contracts are due to expire
- 2) Replace all components of sound system, CD player, DVD player, amplifier, etc in Grande Room within 2-4 years so the systems are integrated and upgraded.

Recommendations by the committee to the board to consider – **long term**

- 1) Appoint a committee to research options to upgrade exercise equipment and TV in the Exercise Room

Items considered by the committee and not recommended **at this time** – may consider re-visiting in the future:

- 1) Monitor in the Board Room for presentations
- 2) Portable sound system
- 3) Coordination of Grande Room and clubhouse sound systems
- 4) Laptop / computer available for public access
- 5) Server based network
- 6) VGEM Facebook and /or social media presence
- 7) Electronic photo gallery
- 8) Connectivity of homes to Clubhouse Network
- 9) Increase or decrease in number of phone lines – current number deemed appropriate
- 10) Smart Lighting
- 11) Smart Locks
- 12) Technology training for residents
- 13) Additional TVs in the clubhouse such as in the Billiards Room , the library, the art room or the indoor pool area

Additional information and rationale for recommendations:

Website

Recommendations: Committee recommends the board create a committee to research and implement. There is a broad range of options regarding what to include in a community website. One has already been created and the possibilities include using the existing site as a starting point, or exploring available “packaged” sites. The committee would need to explore what range of services would be available via the site.

NOTE – This item received the highest positive response on the community survey.

See Appendix for more information on resources and costs.

WIFI throughout the clubhouse and pool area

Recommendations: Committee recommends the board approve purchase of an extender to improve connectivity in the common clubhouse and pool areas.

Live Music

Recommendations: Committee recommends the board ask interested community members to form a live entertainment club. Seed money for initial licensing fees should be provided.

See Appendix for more information on resources and costs.

Movie Nights

Recommendations: Committee recommends the board ask interested community residents to form a Movie Night Club that is self funded. Seed money for initial licensing fees should be provided.

See Appendix for more information on resources and costs.

Cameras

Cameras can be placed at the clubhouse and or on the street community entrance/ exit points.

Recommendations: The committee recommends the board approve installation of a camera at the front entrance of the clubhouse to enable the Community manger to view individuals ringing the doorbell.

Wireless Speakers

Recommendation: The committee recommends that the Board approve the purchase of self powered, wireless speakers to replace the current speakers in the ballroom. This will improve the sound experience and the visual aesthetics of the ballroom sound system.

Music Service

Recommendation: The committee recommends the Board approves the purchase of Satellite Music service to improve the music experience in the clubhouse. The recommended service is Sirius XM. Comcast does not offer a music service option for commercial customers

Smart Thermostats

Issues noted with many individuals attempting to set thermostats in the clubhouse. This is leading to excessive wear on equipment such as fans and possible increased utility costs.

Recommendations: The committee recommends the Board approve transition to “Smart” thermostats.

Replacement Cables and TV Connection

Recommendations: The committee recommends the Board approve the purchase of the listed cables and converters needed to replace damaged items for the Ballroom TV set up.

See appendix for specific information.

Audiovisual Equipment Committee

The committee notes that there are a limited number of residents with knowledge of how to use the sound and video systems in the Grande Room and the Clubhouse. A committee of individuals knowledgeable about these systems should be formed to research, maintain, make recommendations for upgrades and educate a small group on use of the equipment.

Security System and Fire Alarm System

The security and fire alarm systems have been recently upgraded. They each use a dedicated telephone line. The issue is if the telephone lines are cut, a typical scenario, the alarms will become ineffective. This needs further investigation to determine what insurance requires and why the current approach was proposed by the current alarm company.

Recommendations: When fire and security system contracts are up for renewal or equipment needs to be replaced, the committee recommends that bids be obtained to replace the current land line option with a cellular option.

Replacement Cables and TV Connection

Recommendations: The committee recommends the Board approve the purchase of the listed cables and converters needed to replace damaged items for the Ballroom TV set up.

See appendix for specific information.

Exercise Room

Recommendations: The committee recommends that the board appoint a committee to further research options such as updated or new exercise equipment and TV's (new, larger, etc.). Per the survey, some residents expressed interest in a Peleton, and Express Bike System, more modern bikes with interactive features and adding a rowing machine.

Board Room Monitor

As indicated by the survey responses, the community is not in favor of a Board Room TV. It could be because the question was phrased incorrectly and referred to a TV rather than a monitor for the Board Room. At this time, the committee felt that the TV in the Grande Room provided adequate viewing opportunities and there were seldom times that any confidential information would be shown on screen during a meeting.

Recommendations: Board decision.

Portable Sound System

This involves purchasing a reasonable quality Bluetooth player that can be used in the game rooms or pool areas. It is a floating player available on a first come first serve basis. There are risks associated with a "floating" piece of equipment.

Recommendations: Rejected.

Coordination of Grande Room and Building Sound Systems

This involves integrating the clubhouse sound system with the Grande Room sound system. The implication is that FM radio would be available in the Grande Room and any music or Microphone activity in the Grande Room would be available in other areas of the clubhouse.

Recommendations: Rejected.

Laptop / Computer for Public Access

This involves providing one or more computers in the clubhouse for public access. The issue is maintenance, who will take care of the computer(s). Also it is assumed that every household now has access to a personal computer. It has become a standard appliance.

Recommendations: Rejected.

Server Based Network

There was discussion on installing a server in the clubhouse to support official Board access. It would also be linked to the management company computer and allow for seamless file transfers. There is risk involved maintaining an onsite server. It would be required that someone is responsible for security, maintenance, and upgrades.

Recommendations: Rejected.

Facebook / Social Media

This refers to establishing a mechanism to monitor social media for adverse information about the community. It may also include establishing a social media presence. The view of the committee is that establishment of a web site would meet the social media needs.

Recommendations: Rejected.

Photo-Gallery

This involves maintaining an electronic photo gallery of events and members in various social settings. The primary issue is privacy especially as the years click by and people leave the community.

Recommendations: Rejected.

Connectivity of homes to Clubhouse Network

This allows homeowners to connect to a VGEM computer network infrastructure not unlike what exists in a work setting. The approach could be a dedicated server or a cloud service like Office365.

Recommendations: Rejected.

Telephone

The telephone lines were investigated. There are currently 6 lines. The goal is to reduce the number of lines. The issue is dedicated lines are needed for each pool (2), fire and security alarms (2), management company (1), HOA Board Use (1).

Recommendations: The number of phone lines is appropriate for the current needs.

Smart Lighting

Smart lighting turns on and off based on activity. There are issues with these systems where the lights turn off when least expected such as in a closet or in the bathroom.

Recommendations: Rejected

Smart Locks

This involves placing smart locks on the outdoor pool area and tennis courts. There are suggestions to consider expansion of use of card access to other areas such as supply rooms and equipment storage areas. Cost considerations.

Recommendations: Continue investigation.

Technology Training for Membership

This refers to allowing for technology training in the community.

Recommendation: The committee recognizes that individuals may have an interest in providing instruction to residents on topics related to technology and computer use. In those cases, with Board approval, an individual could use their own laptop in conjunction with the TV system in the Ballroom.

Additional TVs in various Clubhouse locations

A small number of residents responded on the survey that they would be interested in having TV's in various locations in the Clubhouse such as the billiards room, the indoor pool area, and the art room. Others responded strongly that they believe the clubhouse is meant to be a place for interaction and that additional TV's would detract from that atmosphere.

Recommendation - Rejected

