

Minutes – Technology Committee

10:30 AM * May 16, 2018

Member Attendance: Kurt Olds, Judy Dennington, Ralph Dennington, Mike Farabee, Heidi Larson (Business Office Representative), David Tollefson (Chairperson), Ms Deb Blagg (Co-Trustee Resource) and Mr Mark Scott (Co-Trustee Resource).

Unable to attend: Valarie Harrison (CRC Representative), Richard Jacobson, and Mr Mark Scott (Co-Trustee Resource).

Guest: Mr Kirby Smith

Old business:

- a. (Mr Jacobson) Financial interface discussion postponed to June 2018 meeting.
- b. (Ms Larson) Update Trustee survey responses, only one has been returned.
- c. (Mr Olds) There was a specialized application (Water Department) discussion and the option to upgrade the current BIOS system; to be prepared as an option plan for June meeting.
- d. (Mr Farabee) Updated Google Drive recommendation for use by Surfside Business Office to allow for additional space and HOA committee documents explained; costs and training plan to be developed for the June meeting.
- e. (Ms Blagg) Expanding outreach, door-to-door canvas plan to further outreach to our full membership. Mr Dennington also raised an important issue to have a survey forms and box available at the Fishing Derby (May 26, 2018); discussion ensued to include other SHOA activities such as the golf tournament (June 9, 2018).
- f. (Ms Harper) Update other HOA committee feedback/information will be provided at our next meeting June 20, 2018.
- g. (David) Surf N Sider update paragraph and survey insert with returned postage paid envelope, cost may be shared with Community Relations Committee, \$500 each or \$1000 if we fully support: The “motion” was defeated and the result was relayed to the Community Relations Committee Chairperson.

A. New Business:

1. Discussion about a finalized fill-in-the-blank survey, document or online options; and move forward: The motion to use the Google online survey link was approved by the committee. Misters Farabee and Tollefson will coordinate as soon as possible to insure survey content and that the link is verified to present to the business office for inclusion on our Surfside website.
2. We briefly discussed “Spear Headers” for detailing costs, security and implementation standards for:
 - a. Upgrade current Water Department BIOS to activate new features in support of our Surfside HOA membership (Mr Olds and Ms Larson).
 - b. Robust audio/visual Business Office meeting room expansion (Pending)
 - c. Outsourcing Surfside’s website to a firm specializing in hosting HOA websites (Ms Bragg)

- d. Establish. Support and train for free Google Account for Surfside HOA Business Office and other Surfside Committees (Mr Farabee)
- e. Upgrade and expand the current Surfside website was added to our "Spear Header" list (Mr Olds).

Visitor remarks made to the committee members to insure we coordinate with Business Office Manager prior to any recommendations we may make to the Surfside Board of Trustees that would impact upon the Business Office personnel. Committee members listened and agreed.

Adjourned 1130 AM, May 16, 2018.

Mr Farabee shared the Alexa voice/response application after the meeting's adjournment for those interested committee members.

Prepared May 17, 2018

David Tollefson

Next TechCom Meeting scheduled for 10:30 AM, Wednesday, June 20, 2018