Continental Ranch Community Association

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## Ad Hoc IT Committee Meeting – January 25, 2024

## **Minutes**

- I. Call to Order: 1:59 P.M. at the Windmill Park Office
- II. Roll Call: Present: Larry Lemieux (Chairperson) Rick Brown Clement DeLarge Ashley Boykin (Mgmt. Representative)
- III. Approval of January 25, 2024, Meeting Agenda approved by motion (Lemieux/DeLarge).
- IV. Committee Chairperson Appointment: Larry Lemieux nominated to chair the committee.

## V. Guests:

a. Dave Schutt, President of Reliable IT Solutions, introduced himself and gave an overview of the company's history and mission; described current network, equipment and challenges; advised the replacement schedule for the (5) office workstations can be extended 3-4 years; recommended transitioning from servers to network-attached storage (NAS) and from the current hardware-based pool key system to a web-managed, cloud-based system within one to two years; and advised the antiquated security camera system should be upgraded, which might require new, larger port switches.

The committee requested a visual (block) diagram from Mr. Schutt for the current network; requested that a representative from Connect Security be invited to the next meeting to discuss the security camera system; requested a proposal for switching the Keri Systems pool key systems to the cloud-based version, Borealis.

**MOTION (DeLarge/Brown)** to recommend to the Board the (5) office computer workstation components in the Reserve Study have the 'useful life' changed from 4 years to 8 years. Unanimously approved.

VI. Management Report: Ms. Boykin noted the computer/server service contract with Reliable IT Solutions expires March 1<sup>st</sup>, and a contract renewal will be presented at the following meeting. Ms. Boykin suggested that any change in the pool key system should happen shortly after the 2024 pool season concludes in case there are any unforeseen issues that need to be resolved.

The committee requested management prepare a timeline for any relevant operations that need to be taken into consideration with any changes to current IT systems and equipment.

VII. Unfinished Business: None.

## VIII. New Business:

- a. Overview of Current Systems and Equipment discussed under 'Guest' section.
- b. Review of Reserve Items Due for Replacement discussed under 'Guest' section.
- IX. Next meeting date and time TBD, at the Windmill Park Office.
- X. Meeting adjourned at 3:14 P.M.