

## Computer Team Meeting 11/21/19

Attendees: Melissa Pappas, Diane Anastos, Gerard Forys, John Cardoza, Julia Hupperts, Andrew Ward, Keri Levin, Aaron Smothers, Ron Sexton, Gy Chajili

The donated computers have now been delivered. We received ten computers, monitors, and keyboards. They might need to be updated to Windows 10. (They are supposedly two years old.)

The computers will be cleaned up and have necessary software installed on them before taking them out to hi-rises. They should be put out for resident use, not in Council offices.

Aaron Smothers talked about suggested changes to computers like changing Deep Freeze to update monthly rather than weekly as it is now. (2<sup>nd</sup> Sunday of the month at 2:00a.m.)

The computer checklist was discussed and we were reminded to use it. (It is for both admins and a Peers.) The checklist is only for hi-rise computer labs.

Remove extra printers to make things easier for residents. (Having the wrong default printer or multiple printers can confuse users, especially those that aren't computer savvy.)

Resident Council office computers should be running Windows 10. Windows 7 will not be supported starting in 2020.

Password changes were discussed. (They were changed last in March.) There will be specific complexity requirements for passwords. Admins can ask to change their own passwords when the time comes. (Notify Aaron by email when you want to change the password.) Passwords should change yearly unless there is a change in computer admins or a problem of some kind. September or October would be a good time for password changes.

We will change the passwords now and then next year in October.

**Next meeting: December 19th**

