



**SCHHCC STAFF MEETING**  
**February 26, 2019 at 1:00 p.m.**  
**Lakehouse, Bay Side Room**

**In attendance:** Bill McKinnery, Bob Herzog, Brenda Sommerfeld, Brian Gilroy, Catherine Tracy, Debbie Dennis, Dennis Shea, Honey Burt, Marge Simm, Jerry Jeffrey, Pat Lindvall, Bill Altman, Carol Treanor, Bertha Fudgen, Ed Rainey

**President's Remarks: Bill McKinnery.**

**Secretary's Report: Brenda Sommerfeld** - Approval of Minutes, January 19, 2019. Moved, seconded, passed.

**Treasurer's Report: Carol Treanor**

February started with a checking account balance of \$15,916. We took in \$1,294 in income, including dues of \$1,080, and spent \$340, leaving a balance of \$16,870 and total assets of \$37,817 including the CD. Details are attached. Motion made to accept report, seconded, passed.

**Social Committee Chair's Report: Pat Lindvall**

The 2019 Volunteer Party is scheduled for May 7, 2019 at 4:00 pm - 6:30 pm at the Pavilion for A BBQ, Jack Frost Ice Cream and great music by Dr Paul. We need to send out the "Save The Date" soon. Is there any way that I can get the total of all volunteers and the spouses for the max participation? Send your volunteer list to Catherine by March 1st who will sort and provide us a master list.

On **SIG Reports**

### **Apple: Catherine Tracy/Noah Rosenstein/Toni Valenstein**

Many thanks to Mark Davis, Bill McKinnery, Noah Rosenstein and Catherine Tracy for Tips and Tricks presentation. Although the meeting was a different time in a different place it was well attended. The notes from the meeting were shared in Wednesday's Apple Notes. Our next meeting will be March 18th in Magnolia Hall and will center on the Apple Watch. This topic will be followed by a Saturday session in the classroom on March 30th.

### **Genealogy: Jim Bowden/Bob Herzog**

We had a well attended Genealogy SIG monthly meeting on February 6th. Bonnie Wade-Mucia did an excellent presentation on DNA and Genetics. We had over 145 members show up and we received a lot of compliments on her presentation.

The next Genealogy SIG meeting will be on March 6th in **Pinckney Hall. (new location) starting at 7:00 p.m.**

The Help Session that was held February 13th was a great success. We had 4 volunteers that helped 11 Computer Club members. We will be scheduling our next Help Session for March 20th.

### **Komputer Klatch Hour: Debbie Dennis**

Topics are pretty much planned through the end of April. Topics can be found by clicking the Main calendar and then the individual date. The topics are of course subject to change. We are glad to be back in Pinckney Hall although we did find the portable stand and projector that the Club owns worked well. (The equipment is available for any SIG to use and is stored in the equipment closet.)

### **Microsoft: Dennis Shea/Marge Simms/Maureen Kilcoyne**

Our Feb 19 Q&A meeting was well attended. We had many questions submitted by the membership. We owe thanks to Dennis and Maureen for their thorough and detailed answers. Meeting discussion was lively with a lot of membership participation. Panelist, Dennis, Maureen, Ray, Ted, and Frank did a great job of engaging with the audience. Bill Altman who provide a good question gave a lot of input and modified our notebook answers. The meeting extended past the hour due to the discussions. Notebook link to the Q&A sent to SIG group had a problem which was later corrected.

### **Skywatchers: Jerry Jeffrey**

No meeting in February; I was in the Bahamas. Next meeting is 12 March. Subject: Calendars Thru the Ages in the Lake House Ballroom. Meeting in April will be Size Matters.

## Standing Committee Reports

### Education: Debbie Dennis

January/ February Classes- 409/507 seats sold 81%

March Sales-Started on Friday, February 22nd- 48 (12%) seats sold as of Tuesday 2/26/2019 at Noon. Last Session Until Summer Lecture Series Begins on June 17th and ends on August 16th. We will discuss further at Education meeting following this staff meeting.

I will be away from 2/27-3/13. Catherine will act as a contact if Instructors need immediate assistance. I may or may not be available by email. Please use [debradennis@outlook.com](mailto:debradennis@outlook.com) during this time if there is a need to contact me.

Next Education meeting is in the Computer Classroom on March 19th @ 3:15. NOTE: It is the THIRD Tuesday for this month only.

### Facilities: Honey Burt

Finally, 12 new Mac Mini's were installed in the classroom. They have been updated and are running smoothly.

- PC updates are continuing
- AAM staff (Brian Small from Arizona) came in on Monday (2/11) and updated our internet connection
- New Surface Go & Surface Pro 6 - will be updated shortly
- We will be adding Adobe Photoshop Elements to all Open Room Computers
- Returned CR09 (touch screen was not working) and received a new monitor.
- Set-up Auto refill for Brother Toner cartridges--have had problems with 3rd party toners. Suggest we use OEM toners. Printers are connected to Brother and they "automatically" send new cartridges when necessary. Currently on Club Debit Card/Open room
- More USB-A to USB-C have been ordered
- Problems with outages of the internet need to be reported to the Web Help Desk and generate a ticket (New AAM website)

**Membership: Brian Gilroy.** Membership is just shy of 2800.

**Monitors: Ed Raney/Bertha Fudgen.** Open 175 hours and 1083 people came through. Working on updating the manual.

### Programs: Debbie Dennis

March's Program by Bill Altman and Joel Biterman was very well received. A link to their video can be found on SunCityCC.org under Classes and Presenter Notes. April's program is

Beaufort Memorial Care Anywhere Virtual Visits. They presented to Money Talks in January and it was well received. Anyone that wants to volunteer to help with Programs they would be welcomed with open arms.

### **Publicity/Communication: Bonnie Potter**

Thank you to the SIG leaders and Committee chairs for their pre-meeting Fair setup for the Computer Club meetings. Each SIG has its own bag with supplies for the monthly setups. Flyers were designed and posted for March classes & Club meetings.

### **Interior Decor: Maureen Kilcoyne, Niki Nichole.**

#### **Old Business**

- What to do with old equipment? The Board needs to discuss and make a decision.
- Room reservation requests. Debbie emailed Judy regarding room requests.

#### **New Business**

This year's Club survey - Catherine

- Everyone take a look at it and come back next meeting with suggestion/comments. Catherine - someone else needs to step forward and take this over.

### **Bylaws-Meeting Dates-All meetings in the Classroom**

1. Friday, March 15th afternoon 2:00-1st Meeting
2. Friday, March 22nd afternoon 2:00-2nd Meeting

### **[Link to Folder Containing the Following:](#)**

#### **2019 Forms from SCHCA**

\*By-Law Guidelines

\*Bylaws Template

\*Chartered Club Rules and Procedures - Revised 2018

\*Registered Community Group Rules and Procedures

#### **Forms From Last Year**

\*2018 Bylaws Revision (Never Approved)

\*2018 Bylaws Revision Justifications (Never Approved)

\*New SCHCC SIG Application

### **Issue to Discuss/Changes to Make**

1. Quorum

2. Equipment Over \$500 Purchase
3. We already had made Telephonic Executive Board Meeting Changes. The Ad Hoc Committee used our wording.
4. SIG Lists and CCRPs and Bylaws
5. ???

Meeting adjourned at 2:18 p.m.

Next Board meeting is 1:00 pm at the Lakehouse. March 26, 2019.

Respectfully submitted:

Brenda Sommerfeld  
Secretary

Treasurer's Report as of 2/26/19

	A	B	C	N	O	P
1	SUBJECT	Jan 2019	Feb. 2019	YTD Actual	Budget	VAR
2						
3						
4	<b>South State Bank Checking Account</b>					
5	Opening Balance	\$ 25,478.31	\$ 15,916.51	\$ 25,478.31		
6						
7	<b>Income</b>					
8	Members hip Dues -2019	\$ 2,130.00	\$ 1,080.00	\$ 3,210.00	\$ 25,500.00	\$4,810.00
9	Members hip Dues - 2020			\$ -		
10	Education Classes	\$ 5.00	\$ 5.00	\$ 10.00	\$ 8,000.00	\$7,990.00
11	Printing Fees	\$ 173.59	\$ 197.17	\$ 370.76	\$ 1,887.00	\$1,516.24
12	Sales Tax Collected (printing)	\$ 10.41	\$ 11.83	\$ 22.24	\$ 113.00	\$90.76
13	Other	\$ 3,520.00		\$ 3,520.00	\$ 5,000.00	\$1,480.00
14	<b>TOTAL INCOME</b>	\$ 5,839.00	\$ 1,294.00	\$ 7,133.00	\$ 40,500.00	\$15,887.00
15						
16	<b>Expense</b>					
17	<b>General &amp; Administrative Expenses</b>					
18	Administrative		\$ 115.30	\$ 115.30	\$ 1,200.00	\$1,084.70
19	Programs	\$ 100.00		\$ 100.00	\$ 1,900.00	\$1,800.00
20	Social Events			\$ -	\$ 9,500.00	\$9,500.00
21	Club Fair			\$ -	\$ 300.00	\$300.00
22	Public Relations			\$ -	\$ 1,100.00	\$1,100.00
23						
24	Education Expenses			\$ -	\$ 500.00	\$500.00
25						
26	Facilities Expenses			\$ 15,399.89	\$ 33,600.00	\$18,200.11
27	Hardware	\$ 271.41	\$ 198.38	\$ 469.79	\$ 800.00	\$330.21
28	Printing Supplies	\$ 631.60		\$ 631.60	\$ 2,500.00	\$1,868.40
29	Software & Software Subscriptions		\$ 20.00	\$ 20.00	\$ 2,500.00	\$2,480.00
30	Other		\$ 6.66	\$ 6.66	\$ 400.00	\$393.34
31	Capital Expenses			\$ 14,271.84	\$ 27,400.00	\$13,128.16
32	Hardware	\$ 14,271.84		\$ 14,271.84	\$ 21,250.00	\$6,978.16
33	Furniture			\$ -	\$ 2,000.00	\$2,000.00
34	Networking			\$ -	\$ 1,200.00	\$1,200.00
35	Website Maintenance			\$ -	\$ 2,500.00	\$2,500.00
36	Sales & Use Taxes			\$ -	\$ 450.00	\$450.00
37						
38	<b>SIG Expenses</b>					
39	Apple			\$ -	\$ 600.00	\$600.00
40	Genealogy	\$ 125.95		\$ 125.95	\$ 4,480.00	\$4,354.05
41	KK			\$ -		\$0.00
42	Skywatchers			\$ -		
43	Microsoft			\$ -	\$ 600.00	\$600.00
44						
45	<b>TOTAL EXPENSES</b>	\$ 15,400.80	\$ 340.34	\$ 15,741.14	\$ 53,780.00	\$ 38,038.86
46						
47	Ending Balance	\$ 15,916.51	\$ 16,870.17	\$ 16,870.17		
48						
49	<b>CERT OF DEPOSIT BALANCE</b>	\$ 20,947.30	\$ 20,947.30	\$ 20,947.30		
50	<b>TOTAL ASSETS</b>	\$ 36,863.81	\$ 37,817.47	\$ 37,817.47		
51						
52	<b>CAM Accts Rec</b>	\$ 1,800.00	\$ 835.00			