



SCHHCC STAFF MEETING
March 23, 2021 at 1:00 p.m. via Zoom

In attendance: Mark Davis, Brian Osgood, Brenda Sommerfeld, Carol Treanor, Honey Burt, Bill McKinnery, Jim Bowden, Susan Dobbs, Jerry Jeffrey, Debbie Dennis, Stuart Mace, Ed Raney, Bonnie Potter, Chris Knotts

President's Remarks: Mark Davis

Good afternoon everyone, We have a full agenda today so I am going to move straight into discussion and approval of the Secretary's report from our last meeting.

Secretary's Report: Brenda Sommerfeld. Need a motion to approve minutes of February 23, 2021. Motion made by Bill McKinnery, seconded by Brian Osgood. Motion approved.

Treasurer's Report: Carol Treanor

During the month, we have added membership charges received from CAM in the amount of \$1,310 and spent \$4,226. Of the \$4,226, \$100 was spent by the Genealogy SIG for a speaker honorarium, and the facilities group purchased several new computers and additional hardware. Current checking account balance is \$31,983 with a CD of \$21,155 for total assets of \$53,138. Motion made Honey to file report for audit, seconded by Bill McKinnery. Motion passed.

Social Committee Report: Diane McKinnery

We still do not know if we will be able to have the Volunteer Party. The date, Thursday May 13, has not been cancelled, but time is running out to do any planning. We need to make a decision about it soon in order to get a caterer.

Motion to only having volunteers and not significant others attend an in person volunteer party and be recognized, seconded by Carol Treanor. Motion passed.

SIG Reports

Apple: Catherine Tracy/Noah Rosenstein/Toni Valenstein

Our March SIG featured seven members describing a favorite tip or application. It was well attended, well received and enjoyable for the presenters. Apple is expected to make another announcement in the near future, however, the March event has morphed into April. Our April SIG on April 19th will be presented by Noah Rosenstein and titled Making Your Life Easier with a Mac. Noah will be asking the membership to contribute favorite apps.

Genealogy: Jim Bowden/Susan Dobbs

The March program had 51 participants and we learned more about using DNA in our research. Our April 7th Zoom meeting will feature Thomas MacEntee of High-Definition Genealogy on "Facebook, A Tool for Genealogy." This will include how to use Facebook Pages and Groups in your research. Plans are being finalized for our May program. Individuals wishing research assistance can contact Jim or Susan directly.

Computer Club Hour: Bill (Wolf) Altman. Debbie presented Are Your Online accounts Prepared for the Worst Case Scenario? Next CCH is Apr 9 with Hugh Dinwiddie presenting The Wacky Wonderful World of Alexa - Part II. Jeff Glazer will present on April 16 You Can Run, But You Can't Hide.

Microsoft: Dennis Shea/Maureen Kilcoyne

Our March 10 meeting done with TEAMS featured Bill Curran who did an Excel presentation. He used excel as the medium instead of powerpoint. It worked well and he showed some examples of what a suncity resident might wish to use excel for. His presentation was well received by those who attended. Our next meeting will be on September 8, 2021.

Skywatchers: Jerry Jeffrey

No meeting, so no real report. 300-yard wide asteroid just missed Earth last week.

Standing Committee Reports

Education: Debbie Dennis

Due to continuing and recurring health issues, I must step down from the Education Chair. I would like to have time to train a replacement and they can start the Fall season with a new schedule and new outlook and hopefully with both in person and virtual classes. If you are interested or know anyone who might be interested, please let me know. Is there time to add a question regarding this position to the survey?

Facilities: Brian Osgood

We are working on implementing new systems in the club facilities. The Open Room will have a new workstation for the monitor's use, and 7 of the stations will have new equipment.

In setting up the new systems, we ran into an issue where recent Windows 10 updates left flags set such that Deep Freeze would not freeze the system. Deep Freeze thought updates were still in the process of being applied. Deep Freeze had a new release that solved the issue, so Deep Freeze is in the process of being updated across the PCs in the club.

We are also working on reassigning Microsoft 365 licenses to reduce the number of subscriptions needed to cover our systems. This will require changing the login used, and reloading the Office products, for most of the Windows based systems in the facility.

The Dell PCs in the classroom have a three year warranty that is up in April. We have not been having any issues with those systems, and have decided to not extend the warranty. We should look at replacing some of the Class Room systems, like in the Open Room, on an annual basis so they do not all need to be replaced at the same time. In my experience, most businesses use a 3 to 5 year replacement cycle.

The effort to open an Amazon business account has been dropped. The

application started asking what our IRS business classification code was, what business category we are in, company size. It quickly started looking like we would not qualify, so I quit the application process.

Membership: Stu Mace

During the past thirty days 34 members have renewed their memberships and 7 new individuals have joined the club. Total membership now stands at 2227.

Monitors: Ed Raney/Bertha Fudgen

No activity due to pandemic. No decision as to when monitors will be needed in future.

Programs: Debbie Dennis

Our April General Meeting's topic is "Introduction to Microsoft Accessibility Settings." It will be presented by Will Schriever, a Customer Success Training Manager at Microsoft. It will be via Zoom as this is the platform we have been using. "Following the training, Microsoft will survey attendees. Survey responses are anonymous and are used solely for the purpose of internal benchmarking and program development." They will also be doing their own recording. This will be the last General Meeting until September.

Publicity/Communication: Bonnie Potter

Created announcements as needed.

Interior Decor: Maureen Kilcoyne, Niki Nichole

No activity with the Computer Club closed.

Old Business

1. We need to decide how/when to distribute the rest of our volunteer gifts. There are plenty available so we can hand them out at the party to those who attend.
2. **Report: a Committee to study development of a new website has been established.** Honey Burt and Chris Knotts have agreed to co-chair this committee and will take the lead to move forward with reviewing our current website and making recommendations for 2022. The Committee Members area: Bud Brooks, Mark Davis, Sue Dobbs, Jeff Glazer, Carol

Macolm, Bill McKinnery, Brian Osgood, and Bonnie Potter. I anticipate that this committee will need several months to gather data and come back to the Board with a recommendation.

3. **Membership 2021 Club Survey** - A committee including Catherine Tracy, Maureen Kilcoyne, Niki Nicole, and Mark Davis have updated the 2020 survey and Bonnie Potter has generated another exceptional graphic. The Survey will go out tomorrow morning, or Friday, or Saturday and will be closed at midnight on Sunday, April 11th. As in the past, there will be Amazon Gift Cards by a random selection process. The recipients of these Gift Cards will be announced at the General Membership Meeting on Thursday, April 15th. Last year we had over 800 surveys submitted. We are hoping to achieve this level of participation again this year. **Debbie would like to add a question. We will look at this and possibly postpone the release of the Survey by a day or so.**
4. **Discussion - Should we establish a Free Business Account on Amazon for our Club to use with Facility purchases?** Motion made by Bill Altman to set up this free account on Amazon for Facility purchases, seconded by Honey Burt. Motion passed. **A quick review as to where we stand.** Effort abandoned per Brian.
5. **CAM Updates to Yemassee Crafts Center.** Renovations to rooms at the Crafts Center are in the planning phase. Renovations will include painting, new flooring, cabinet resurfacing, **replacement of light bulbs and replacement of the retractable wall.** Residents will be informed of room closures when the work is scheduled. **Mark will call Lifestyles to make sure we are part of this process and try to get it done prior to reopening.**
6. **Zoom subscription.** We have an add on for up to 300. After our April General Membership Meeting we will update our subscription to drop back to 100 attendees. In September we will upgrade to 300 once again.

New Business

1. **Results of the financial audit:**
 - a. Sales Tax on copies, thumb drive sales, etc. (cash collected in the open room). These items are provided as a convenience for our members, and we don't make a profit on these sales. Since the sales tax is paid when we purchase the printer paper and ink, and thumb drives, etc. it is not necessary to pay it again. This will save us the

sales tax on the open room cash received going forward. Of course, if we make purchases and are not charged sales tax we would still pay the tax through CAM.

- b. Any cash donations made, including memorial gifts, requires a CC100.
 - c. Speaker honorariums require W-9 forms and will be reported to CAM at the end of the year for 1099 purposes.
 - d. Any one we hire and pay for services (e.g., music, speakers, etc., NOT catering) must submit a W-4 and a contract that needs to be reviewed and approved by CAM.
2. **April Meetings** - In Person for anything or all Virtual meetings? **An anonymous survey of members related to Covid-19 Vaccination. Talk to Lifestyles about distancing and other regulations related to opening.**
3. **Any additional New Business? None.**

Meeting adjourned at 1:57 with 14 attended

Next Board meeting is at 1:00 p.m., April 27, via Zoom.

Respectfully submitted:

Brenda Sommerfeld
Secretary

Treasurer's Report as of 3/21/21

SUBJECT	Jan 2021	Feb. 2021	Mar 2021	YTD Actual	Budget	VAR
South State Bank Checking Account						
Opening Balance	\$ 34,064.97	\$ 33,127.90	\$ 34,898.34	\$ 34,064.97		
Income						
Membership Dues -2021		\$ 4,180.00	\$ 1,310.00	\$ 5,490.00	\$ 17,000.00	\$ 65.00
Membership Dues - 2022				\$ -		
Education Classes				\$ -		\$ 0.00
Open Room Cash Sales				\$ -	\$ 1,500.00	\$ 1,500.00
Sales Tax Collected (Sales)				\$ -		\$ 0.00
Other				\$ -		\$ 0.00
TOTAL INCOME	\$ -	\$ 4,180.00	\$ 1,310.00	\$ 5,490.00	\$ 18,500.00	\$ 1,565.00
Expense						
General & Administrative Expenses						
Administrative		\$ 139.22		\$ 139.22	\$ 1,650.00	\$ 1,510.78
Programs	\$ 200.00			\$ 200.00	\$ 1,750.00	\$ 1,550.00
Social Events				\$ -	\$ 9,500.00	\$ 9,500.00
Club Fair				\$ -	\$ 300.00	\$ 300.00
Public Relations				\$ -	\$ 1,270.00	\$ 1,270.00
Education Expenses						
				\$ -	\$ 700.00	\$ 700.00
Facilities Expenses						
	\$ 637.07	\$ 2,270.34	\$ 4,125.65	\$ 7,033.06	\$ 27,600.00	\$ 20,566.94
Hardware		\$ 2,221.67	\$ 4,076.98	\$ 6,298.65	\$ 15,050.00	\$ 8,751.35
Printing Supplies				\$ -	\$ 4,000.00	\$ 4,000.00
Software & Software Subscriptions	\$ 397.31	\$ 48.67	\$ 48.67	\$ 494.65	\$ 1,500.00	\$ 1,005.35
Other				\$ -	\$ 400.00	\$ 400.00
Furniture				\$ -	\$ 1,000.00	\$ 1,000.00
Networking	\$ 239.76			\$ 239.76	\$ 1,200.00	\$ 960.24
Website Maintenance				\$ -	\$ 4,000.00	\$ 4,000.00
Sales & Use Taxes				\$ -	\$ 450.00	\$ 450.00
SIG Expenses						
Apple				\$ -	\$ 600.00	\$ 600.00
Genealogy	\$ 100.00		\$ 100.00	\$ 200.00	\$ 4,520.55	\$ 4,320.55
CCH				\$ -	\$ 500.00	\$ 500.00
Skywatchers				\$ -		
Microsoft				\$ -	\$ 890.00	\$ 890.00
TOTAL EXPENSES	\$ 937.07	\$ 2,409.56	\$ 4,225.65	\$ 7,572.28	\$ 49,280.55	\$ 41,708.27
Ending Balance	\$ 33,127.90	\$ 34,898.34	\$ 31,982.69	\$ 31,982.69		
CERT OF DEPOSIT BALANCE	\$ 21,155.14	\$ 21,155.14	\$ 21,155.14	\$ 21,155.14		
TOTAL ASSETS	\$ 54,283.04	\$ 56,053.48	\$ 53,137.83	\$ 53,137.83		
Accts Rec CAM	\$ 1,310.00	\$ 2,205.00				