



SCHHCC STAFF/BOARD MEETING
October 26, 2021 at 1:00 p.m., Hidden Cypress

In attendance: Mark Davis, Brian Osgood, Brenda Sommerfeld, Carol Treanor, Bill McKinnery, Diane McKinnery, Catherine Tracy, Toni Valenstein, Jim Bowden, Susan Dobbs, Dennis Shea, Jerry Jeffrey, Stuart Mace, Bonnie Potter, & Honey Burt

President's Remarks: Mark Davis

Thank you for being a part of our second hybrid Staff meetings. I need to thank Brian for making this possible! Our October 21 General Staff Meeting was moved to October 28 due to a conflict with a Board Meeting that required an early setup. I need to express my apology for not catching the required change during the meeting submission process during the summer of 2020.

Secretary's Report: Brenda Sommerfeld. Need a motion to approve minutes of September 28, 2021. Motion made by Honey Burt, seconded by Bill McKinnery . Motion approved.

Treasurer's Report: Carol Treanor

This month we received cash from CAM for August membership charges for \$255 and open room cash of \$227. So far this month, we spent a total of \$1499 which includes administrative expenses of \$650, Facilities expenses of \$721 (\$260 for ink and \$461 for hardware). This leaves us with a balance in the checking account of \$26,016 plus a CD of \$21,170 for total assets of \$47,186. The Treasurer's report through 10/25/21 is attached.

Motion to accept report be filed for audit made by Honey Burt and seconded by Brian Osgood. Motion approved.

SIG Reports

Apple: Catherine Tracy/Noah Rosenstein/Toni Valenstein

Noah had a good turnout for the October SIG on Zoom for our new operating systems. The November SIG meeting has been cancelled and we look forward to a new beginning in January, 2022 where we have had a slight adjustment in time of day. Apple members continue to regularly support the Help Program.

Genealogy: Jim Bowden/Susan Dobbs

We are having difficulty accessing the blog portion of the SC website. Previous access information does not work. Unable to do recovery as the email address and cell phones are unknown to us.

We had fifty people at our October meeting. The November 3rd meeting will be presented by Melissa Barker on “Diaries, Journals and Calendars: Preserving and Documenting Your Ancestors Day-to-Day Life”. We did a trial run and the meeting will be both in person and on Zoom. Due to the holidays, there will only be one help session, on November 10th in the evening. Walk-ins are welcome. Susan Dobbs taught an Intro Class in October and will be teaching a class on “Using Newspapers in Genealogy Research” from 1-3 pm on November 10th. A big thanks to Catherine Tracy and Dennis Shea for assistance in setting up our window display.

Computer Club Hour: Bill (Wolf) Altman

In October we had a presentation on searching Gmail (October 1) and an introduction to Twitter (October 29). We have filled all slots in 2021; we even have some presentations scheduled for 2022, but we need some more volunteer presenters or will have to cancel some of the remaining sessions. **If you are interested in presenting in the future and/or have ideas for future topics, please contact Bill Altman at schh-cch@gmail.com.**

Microsoft: Dennis Shea/Maureen Kilcoyne

- We are working on a 5-minute talk for the Membership Business meeting of 10/28/2021. We are re-fashioning our Club Fair coverage of Open Room gear related to the Digital Scanning. Interest in the Club capabilities regarding digital

scanning and video conversion remains avid. However, Facilities/Board guidance is lacking.

- Equipment issues are listed below:
 - Details concerning the Surface Go remain foggy. Facilities is taking another look. The unit is obviously an embarrassment & Facilities has a point of fact to settle: They claim the unit has Deep Freeze installed. That is not my experience. Details available upon request.
 - We remain concerned as to the disposition of the Microsoft Surface Book that was previously purchased from the Microsoft Budget and has not been locatable for going on 2 years.
 - Facilities provided a used VHS replacement unit that was ahead of schedule & under budget. We experienced a seamless transition for the user community, most certainly a task well done. For the record, this is a summary of the benefit the users experienced. Based on a fair market value of \$8.00 per tape and the current unit has produced about 1000 conversions and the original purchase was \$300.00. The net benefit to the club is \$8,000.00. We have saved club members \$26.00 for every real \$1.00 we spent.
- Help Sessions:
 - Monitor Problem Reports have been filed for a broad range of difficulties with Computer Club equipment & setups. These varied issues were not covered in the Facilities meeting I attended. Details are available upon request.
 - The Microsoft SIG will be embracing WIN 11, and we are eager to set up workshops to aid members with their upgrades and questions. A Facilities promise from the prior staff meeting: 'We will vote on it' was not witnessed by me at that meeting. We still do not have a statement of direction, concerning Windows 11, that we can share with the SIG members.

Skywatchers: Jerry Jeffrey

October's meeting (12 October 2021), Moon Colonization, was sparsely attended (27 attendees). I suspect due to the requirement to wear masks. Next meeting will be 9 Nov 2021. The subject will be Mars Colonies: Getting There, Setting up Shop, Making a Go of It. The interest level in the Skywatchers has increased by well over 150 new SIG members, but COVID is still driving low attendance levels.

Standing Committee Reports

Education: Brenda Sommerfeld/Diane McKinnery

At yesterday's meeting, we handed out Talking Points about the restructuring of the Education Committee.

Mark Davis gave a presentation on the flowchart of how information is inputted by Instructors and how that information is used eventually to post on the Calendar and have members register for classes.

Our monthly meetings will be on the 4th Tuesday of each month at 3:00 p.m. at Hidden Cypress, following the Staff Meeting. However, with the holidays being close to what would have been meeting dates, we will not meet again until January 2022.

Mark will contact Carol regarding sending Genology last week's updates.

Facilities: Brian Osgood

Over the last month the VHS-DVD combo unit has been replaced. The VHS transport started destroying tapes. This unit is no longer being manufactured so the replacement is a used unit. This is used by members for copying VHS tapes to DVD. The availability of units to do this copying is getting sparse. The units are either used/renewed or expensive since there is very little consumer demand.

We also replaced the video switch at the instructor's station in the classroom. Only certain selections on the old switch were still functioning. Also added a 25' HDMI cable so if a presenter wants to use both the overhead projector and the TV there is now a cable available that can run from the instructor's station to the TV.

The PCs that are currently in the classroom have Intel Gen 7 CPUs. The current requirements for Win 11 states a Gen 8 or newer. We may be able to install Win 11 on those systems, but in an unsupported mode with limited updates.

I'm currently looking at the Microsoft Surface Go. I was incorrect, it is not running Deep Freeze. It is running Windows 10 in S mode. S mode is a reduced version

of Windows that can run on systems with very limited resources, restricts the installation of software to products available in the MS store and uses primarily One Drive storage. This Go has fewer resources than the MS Stick that is in the Open Room seat 3-5. It has only 4 GB of memory and 58GB of local storage. It would have problems running standard Windows 10 and would not be upgradable to Windows 11.

The Microsoft SIG has requested that the club purchase them a system that they can use for Windows 11 learning and demonstrations. They want sole control of the system, and for it to not have Deep Freeze installed. The Facilities Team did not want to set that precedent, and referred the request to the board.

Membership: Stu Mace

On September 1, 2021 the Membership Committee began accepting new and renewing memberships for the 2022 membership year. These memberships will be good through December 31, 2022.

Between September 1 and today (October 26) 1212 individuals have joined or renewed their memberships. 1036 are renewals and 176 are new members.

With the members joining the Club or renewing their memberships in September and October, there are currently 2,785 members of the Sun City Computer Club. At this time in 2020 there were 3,105 members, a difference of 320.

Through the efforts of Chuck Cameron, SIG leaders now have two tools to track their memberships. 1. Each time a new member joins the club the SIGs that the individual has chosen receives an email with the new members name and email address. 2. SIG leaders now have access to a current list of all members who have chosen their group.

Monitors: Ed Raney/Bertha Fudgen - No Report at this time. Ed & Bertha are both out of town.

Programs: Bill Altman

All the speakers have been identified for the 2021-22 meetings. They are shown below.

Sun City CC General Meeting Speakers (<45 minutes) - 3:00 pm

Month	Speaker	Topic	Description
Oct 28	SIG Chairs	Accessing Computer Club Resources (Mark)	Each SIG/Education discusses (for ~5 minutes each) what is available and how to access its resources. (Apple, CCH, Microsoft, Genealogy, Sky Watchers, Education, Help, Website, ???)
Nov 18	Panel Discussion (Toni, Colleen, Brian, Catherine)	Cutting the Cord - Devices & Services (Bill)	How you stream (devices) and what services are available
Jan 20	Police/ Sheriff Dept. (Beaufort & Jasper County)	What to be aware of (Toni)	Another one we did three years ago or so but always a good topic.
Feb 17	Tax Accountant (Maybe like H&R Block)	Electronic Submission of Taxes (Kathleen)	Biggest issues to look out for when submitting taxes electronically.
Mar 17	Lifestyles	Review of Community Website and mobile app (Catherine)	Walk through where to find items of importance on the community website. Resources, forms, visitor passes, etc.

Publicity/Communication: Bonnie Potter
 Provided signs and materials for the Mini Club Fair as needed.

Social Committee Report: Diane McKinnery
 I now have two events set. The post holiday party is scheduled for Saturday,

January 29th in Pinckney Hall Ballroom, 6:00 - 9:00 PM. The volunteer thank you party is set for Wednesday, May 4 in the Pavilion, 6:00 - 9:00 PM. I will be pulling together a committee for the January event in mid-November. So stay tuned.

Old Business

- **Update on Restructuring of Education Program**

- First Education Council Meeting was on Monday, Oct. 25 @ 10:00 a.m. Final needed volunteer positions have been filled.
- A meeting with Instructors and prospective Instructors will be held to discuss changes and plans for the Winter/Spring Semester of 2022. Date to be determined.

- **First General Membership Meeting will be this Thursday, October 28,** Mini Club Fair at 3:15 PM, & Meeting at 3:30 PM. Topic - Review of Club SIGs, Services (Monitors & Help Sessions), & Navigating Our Website.

- **Change in time General Membership Meeting will Begin in 2022:** 2:15 PM Mini Club Fair & General Membership Meeting beginning at 2:30 PM - Conflicts with higher Priority Meeting beginning at 4:30 PM some months.

- **Established Officer Search Committee:** Juli Yale, Carol Malcohm, Catherine Tracy, & Bill McKinnery - Honey Burt will be stepping down from Member-at-Large.

- John Meeker has agreed to run for Member-at-Large
- All other officers have agreed to be on the slate of officers for 2022
- We need a motion to accept the following slate of officers:
 - President: Mark Davis
 - Vice President: Brian Osgood
 - Treasurer: Carol Treanor
 - Secretary: Brenda Sommerfeld
 - Member-at-Large: Bill Altman
 - Member-at-Large: John Meeker

Motion to accept slate of officers for 2022 made by Honey Burt, seconded by Bill McKinnery. Motion approved.

- A member of this committee will announce the slate of officers for 2022 at the October 28, 2021 General Membership Meeting. Voting can be by any process the club wants to use per Lifestyles.

- **Revisit and consider Waiver instead of amendment - Discuss Pros and**

Cons: Revision of Bylaws to remove serving limits on Treasurer & Secretary: Current language limits each officer other than president to no more than a 4 year term. The rationale for removing these limits as it can become evident that finding replacements for officers in these positions is very difficult as members are not willing to step up and serve. This will give us more time to find willing replacements. Here is the revised portion of the Bylaws:

- Article III: Officers, Section C. Terms of Office and Responsibilities Terms of Office. Each officer shall serve a term of one year. The President of the Executive Board is limited to two consecutive terms. ~~All other officers are limited to four consecutive terms in the same position~~

We'll need a motion to make this change. Motion made to strike the sentence "All other officers are limited to four consecutive terms in the same position," provide amendment to CAM, and present at October Membership meeting made by Brian Osgood, seconded by Honey Burt. Motion approved. It will be voted on at the November meeting.

Brian made a motion to undo what we voted on last month and have a waiver for all the other officers instead. Honey Burt second the motion. Motion approved.

New Business

- **Capital Project Request:** Correction of poor cellular reception in Yemassee Craft Center submitted by Brian Osgood and discussed at BoD meeting yesterday, Monday, Oct. 24.
- **Discussion with Lifestyles to remove MS Surface Book from Inventory:** After an email to the membership to return the missing laptop it was found that the returned laptop was not Computer Club property. Therefore, we will move forward working with Lifestyles to remove it from our inventory. Asset # 550 Cost: \$1993 (Order: Dec. 2018)
- **Working to revamp the Monitor Sign up process:** At present Brian Osgood, Chuck Cameron, and I are working with the Monitor Co-Chairs and Sherry Conrad on a more efficient process for monitor to sign-up for the Open Room. With Ed Rainey's notice that he is leaving the position as Co-Chair as of Jan. 1, 2022, we will be working to find a replacement.
- **Is there any additional New Business?**

Meeting adjourned at 2:31 p.m.

Next Board meeting is at 1:00 pm on Tuesday, Nov. 30, here in Hidden Cypress and on Zoom if requested. (Date change due to Thanksgiving week.)

Respectfully submitted:

Brenda Sommerfeld
Secretary

Treasurer's Report:

SUBJECT	July 2021	Aug. 2021	Sept 2021	Oct. 2021	YTD Actual	Budget	VAR
South State Bank Checking Account							
Opening Balance	\$ 29,442.37	\$ 30,535.82	\$ 27,082.73	\$ 27,034.06	\$ 34,064.97		
Income							
Membership Dues -2021	\$ 1,505.00	\$ 445.00		\$ 255.00	\$ 10,260.00	\$ 17,000.00	-\$4,705.00
Membership Dues - 2022					\$ -		
Education Classes					\$ -		\$0.00
Open Room Cash Sales		\$ 220.00		\$ 227.00	\$ 447.00	\$ 1,500.00	\$1,053.00
Sales Tax Collected (Sales)					\$ -		\$0.00
Other					\$ -		\$0.00
TOTAL INCOME	\$ 1,505.00	\$ 665.00	\$ -	\$ 482.00	\$ 10,707.00	\$ 18,500.00	-\$3,652.00
Expense							
General & Administrative Expenses							
Administrative				\$ 88.80	\$ 356.83	\$ 1,650.00	\$1,293.17
Programs				\$ 364.18	\$ 699.18	\$ 1,750.00	\$1,050.82
Social Events					\$ 2,320.22	\$ 9,500.00	\$7,179.78
Club Fair		\$ 40.00		\$ 62.98	\$ 102.98	\$ 300.00	\$197.02
Public Relations				\$ 132.64	\$ 210.91	\$ 1,270.00	\$1,059.09
Education Expenses							
					\$ -	\$ 700.00	\$700.00
Facilities Expenses							
Hardware	\$ 411.55	\$ 687.54	\$ 48.67	\$ 721.06	\$ 11,114.91	\$ 27,600.00	\$16,485.09
Printing Supplies	\$ 362.88	\$ 249.44		\$ 259.70	\$ 1,063.53	\$ 4,000.00	\$2,936.47
Software & Software Subscriptions	\$ 48.67	\$ 48.67	\$ 48.67		\$ 1,206.58	\$ 1,500.00	\$293.42
Other					\$ 28.43	\$ 400.00	\$371.57
Furniture					\$ -	\$ 1,000.00	\$1,000.00
Networking					\$ 239.76	\$ 1,200.00	\$960.24
Website Maintenance					\$ 513.34	\$ 4,000.00	\$3,486.66
Sales & Use Taxes					\$ -	\$ 450.00	\$450.00
SIG Expenses							
Apple					\$ -	\$ 600.00	\$600.00
Genealogy		\$ 3,390.55		\$ 129.99	\$ 3,950.53	\$ 4,520.55	\$570.02
CCH					\$ -	\$ 500.00	\$500.00
Skywatchers					\$ -		
Microsoft					\$ -	\$ 890.00	\$890.00
TOTAL EXPENSES	\$ 411.55	\$ 4,118.09	\$ 48.67	\$ 1,499.65	\$ 18,755.56	\$ 49,280.55	\$ 30,524.99
Ending Balance	\$ 30,535.82	\$ 27,082.73	\$ 27,034.06	\$ 26,016.41	\$ 26,016.41		
CERT OF DEPOSIT BALANCE	\$ 21,170.35	\$ 21,170.35	\$ 21,170.35	\$ 21,170.35	\$ 21,170.35		
TOTAL ASSETS	\$ 51,706.17	\$ 48,253.08	\$ 48,204.41	\$ 47,186.76	\$ 47,186.76		
Accts Rec CAM	\$ 445.00	\$ 255.00	\$ 6,795.00				