



SCHHCC STAFF MEETING

August 24, 2021 at 1:00 p.m., Hidden Cypress

In attendance: Mark Davis, Brian Osgood, Carol Treanor, Honey Burt, Bill McKinnery, Diane McKinnery, Catherine Tracy (Zoom), Susan Dobbs, Stuart Mace, & Ed Raney (Zoom)

President's Remarks: Mark Davis

I can't believe it has been over 14 months since we have been able to meet in this room. Thank you for coming today.

Secretary's Report: Brenda Sommerfeld

Need a motion to approve minutes of June 22, 2021. Motion made by Honey Burt, seconded by Brian Osgood. Motion approved.

Treasurer's Report: Carol Treanor

This month we received cash from CAM for July membership charges for \$445. So far this month, we spent a total of \$727 which includes administrative expenses of \$40 for Club Fair tables, Facilities expenses of \$687 (\$250 for ink and \$389 for hardware and \$49 for the Zoom subscription). This leaves us with a balance in the checking account of \$30,473 plus a CD of \$21,170 for total assets of \$51,644. The Treasurer's report through 6/23/21 is attached.

I have begun the budget process and will try to have the worksheets out by month-end. In addition, I will be out of town from 9/2-9/29, so if you have any expenses that need to be reimbursed, please get them to me by 8/31 so I can issue checks before I leave.

I need a motion to file the June 22, 2021 Treasurer's report for Future audit. Motion made by Brian Osgood, seconded by Honey Burt. Motion approved.

Social Committee Report: Diane McKinnery - Nothing to report. Waiting to hear from Lifestyles as to reservation requests for events in January and Apr/May 2022.

SIG Reports

Apple: Catherine Tracy/Noah Rosenstein/Toni Valenstein

As we move towards fall we are looking forward to new operating systems and new product offerings. Our September 20th SIG will be an overview of the app Preview presented by Michael Sacks.

Genealogy: Jim Bowden/Susan Dobbs

The Genealogy SIG held two Wednesday night help sessions this past month. Both Susan Dobbs and Jim gave summer lectures that were greatly appreciated by the attendees. Susan had to reschedule her "Using Newspapers in Research" last week due to laryngitis. Her new class will be on September 8th from 10am - noon. Help Sessions will be on Aug. 25th, Sept. 8 and Sept. 22 at 6:30 pm. Our first in person meeting will be on September 1st at 7 pm. Our guest speaker from Carolina Girl Genealogy will be on "Mistakes I Have Made: Confessions of a Repentant Genealogist."

Our goal for the next few months is to add additional Genealogy research software to at least three computers in the Computer Room. For example: "Newspapers.com" and "Find my Past" software.

I am down the island this week and I am unable to attend the staff meeting, but I wanted to mention a requested revision to the upcoming membership registration for FY2022. I would like to see more clarification about what it means for the member selecting when they check off the various SIG memberships. So many members ignore that area of the selection and later want to be added to the various SIGs. Also needed are specific instructions to let interested persons know how to add additional SIGs would be helpful. In addition, it might be a good idea to expand on all the benefits of joining the computer club before they

fill out the membership enrollment. So many Sun City residents don't really understand what they are getting for their \$10.00 membership fee.

Computer Club Hour: Bill (Wolf) Altman

The CCH completed this season with a presentation on May 14 from Microsoft on Teams. We are off for the summer, restarting on Sept 10 on the 2nd and 4th Friday of each month (except for November and December 2021 when there will be meetings only on the 2nd Friday). We started to plan next year's presentations and have filled all slots in 2021; we even have some presentations scheduled for 2022. **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 **(This will have to be added as an addendum to the minutes as there was no report at the time of the meeting.)**

The re-cycle to the schools initiative is completed. Approximately 14 laptops were found acceptable for the schools. They rejected 10 or so towers with monitors, 6 printers. All 40 or so units taken in had the HD storage formatted in a manner that not even civilian forensic recovery techniques could retrieve any traces of the original owner(s).

Our efforts, when the club was closed due to the pandemic, in summary are:

- We approached 4 aspects of digital scanning using individual invitation mails to the entire membership. These areas were 'VHS -> DVD', '8mm-DVD', '3.5 floppy -> DVD', and 'CD Music -> USB'. The club gear was used for the VHS efforts & a portion of the 8mm conversions. We also acquired, at our own expense, an '8mm -> DVD' converter, and a Nero license for the 'CD Music - USB' conversion along with jewel cases & DVD disks to service the 247 active participants.

- SIG meetings were held virtually using alternative video conferencing software: Google Meet, MS Teams. Users did not seem to have a problem using either. Some presenters had difficulty using Teams.

We are disappointed that the Microsoft gear, the Surface Book and Surface Pro4 Tablet are either missing or simply out of reach. The equipment sign-out sheet has no traces as to any external whereabouts of those units.

The topic for our upcoming SIG meeting of September 8 remains open. A 'just in case presentation' is likely to be used if we do not get a volunteer to present a topic of their choice. That 'just in case' presentation is along the lines of digital scanning or a Q&A on Safety Zone issues.

Skywatchers: Jerry Jeffrey

We have had no meetings since March 2020. Our next meeting will be 14 September 2021 in the LakeHouse Ballroom, COVID permitting. The subjects will be a Tribute to the Hubble Space Telescope on its 31st Birthday, and a summary of space and space events over the past year and half.

Standing Committee Reports

Education: Diane McKinnery/Brenda Sommerfeld. We are working to streamline committee tasks. We are going to be contacting our instructor recruiters very soon in preparation for the Fall Semester that is hoped to begin the first week of October.

Facilities: Brian Osgood

The remaining systems in the Classroom have been reconfigured with the new Microsoft license structure.

The last month we have been working on issues reported through the monitor's issue log. We have had a few frustrating intermittent issues to work on. One of the systems in the Open Room was randomly rebooting. That should be resolved. One of the printers was having its network configuration deleted. Still not sure of the cause but it has quit happening. One of the printers has been randomly adding a black line to copies made through the document feeder. Still working on this one.

Membership: Stu Mace

There are currently 2,461 members of the Sun City Computer Club. At this time in

2020 there were 3,078 members, a difference of 517.

The opening of the Club room and in person classes has encouraged many individuals to join the club. A total of 253 individuals joined the club since April 1. During that same time period in 2020, 17 individuals joined the club.

The current membership year will end on December 31, 2021.

New memberships and renewals will be accepted beginning September 1. They will be good through December 31, 2022.

All emails should be sent to: schhccmembership@gmail.com

Monitors: Ed Raney/Bertha Fudgen

Open room is open 6 hours a day. We are getting coverage for about 80% of the shifts. A large number of members who come to the open room are looking for help.

Programs: Bill Altman

A committee was formed to generate ideas for speakers for the General Meetings in 2021-22. Topics and potential speakers were identified with committee members assigned to follow up. Six speakers were identified but subsequently it was determined that the General Meetings would begin in October, not September. We need to meet again to determine which presentation should be dropped (or possibly use one of these as a CCH presentation).

Publicity/Communication: Bonnie Potter

Created a 25th Anniversary logo shown above, to celebrate the Club's Milestone.

Interior Decor: Maureen Kilcoyne (Stepping Down), Niki Nichole (Stepping Down)

Old Business

- **Update - New website review committee:** Honey Burt & Chris Knotts. Still working--nothing has changed since June.
- **Club Fair - Saturday, October 2, 2021:** Could be all outdoors or not. No decision at this time. [Tables will go on sale Wednesday, September 1 at 8 AM.](#)

Announcement of coordinators for this event - One for scheduling the Club Fair Table volunteers & one for scheduling the Computer Center volunteers.

- **Honey Burt** will cover the tables at Pinckney Hall with Volunteers.
- **Catherine Tracy** will cover the Computer Club with SIG Leaders + Volunteers.
- **Mark Davis** will take care reserving the 2 Tables on Sept. 1 at 8 AM.
- **Update: Plans to Revamp Education Positions:**
 - **Review New Positions - 26 Volunteers**
 - **Co-Chair of Education Committee - Diane McKinnery & Brenda Sommerfeld**
 - **Education Coordinators - Contact Instructors (34 at this time)**
 - **Registration Volunteers**
 - **Classroom Calendar Volunteers**
 - **Thursday Education Email Volunteer**
 - **Sunday “What’s Happening in the Computer Club this Week”**
 - **Other Positions: Monthly Membership Meeting Program Committee & Volunteer to submit monthly Sunsatons information**
 - **Review Flow Charts**
 - **Review Class Registration Sheet**
 - **Discuss Training**
 - **The Fall Semester will Begin**
- **Update: Revise Covid Protocols - SCHH BOD’s current policy is to only “Highly Recommend the use of Masks”.** That said, anyone chairing an in person meeting or instructing an in person lecture/class may cancel the gathering if one or more attendees refuse to wear a mask. The rationale for this decision is that the Chair or Instructor may feel that his/her health and that of other attendees is in jeopardy.

New Business

- **Post Beaufort & Jasper County Infection Rate on a White Board in the Open Room? (Brian will explain)** We discussed numerous other uses. The cost is \$20 for a sticky back White Board. Brian will take care of the purchase.
- **Cancellation of September General Membership Meeting - Sept. 16:** Conflict with Yom Kipper
 - **First Membership Meeting will be on the 3rd Thursday of**

October. October 21, Mini Club Fair at 2:45 PM, & Meeting at 3 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.**
- **Establish Officer Search Committee:** Nominations for October Meeting

Meeting adjourned at 2:18 PM

Next Board meeting is at 1:00 pm on Tuesday, September 28, in Hidden Cypress (Coosaw & New River Rooms).

Respectfully submitted:

Mark Davis for Brenda Sommerfeld

Treasurer's Report as of 8/23/21

SUBJECT	Mar 2021	Apr. 2021	May 2021	June 2021	July 2021	Aug. 2021	YTD Actual	Budget	VAR
South State Bank Checking Account									
Opening Balance	\$ 34,898.34	\$ 31,090.71	\$ 32,492.33	\$ 30,058.52	\$ 29,442.37	\$ 30,535.82	\$ 34,064.97		
Income									
Membership Dues-2021	\$ 1,310.00	\$ 2,185.00	\$ 255.00	\$ 125.00	\$ 1,505.00	\$ 445.00	\$ 10,005.00	\$ 17,000.00	-\$4,450.00
Membership Dues - 2022							\$ -		\$0.00
Education Classes						\$ 220.00	\$ 220.00	\$ 1,500.00	\$1,280.00
Open Room Cash Sales							\$ -		\$0.00
Sales Tax Collected (Sales)							\$ -		\$0.00
Other							\$ -		\$0.00
TOTAL INCOME	\$ 1,310.00	\$ 2,185.00	\$ 255.00	\$ 125.00	\$ 1,505.00	\$ 665.00	\$ 10,225.00	\$ 18,500.00	-\$3,170.00
Expense									
General & Administrative Expenses									
Administrative	\$ 27.95	\$ 100.86					\$ 268.03	\$ 1,650.00	\$1,381.97
Programs	\$ 135.00						\$ 335.00	\$ 1,750.00	\$1,415.00
Social Events		\$ 2,320.22					\$ 2,320.22	\$ 9,500.00	\$7,179.78
Club Fair						\$ 40.00	\$ 40.00	\$ 300.00	\$260.00
Public Relations				\$ 78.27			\$ 78.27	\$ 1,270.00	\$1,191.73
Education Expenses									
Facilities Expenses	\$ 4,917.63	\$ 590.44	\$ 368.59	\$ 462.02	\$ 411.55	\$ 687.54	\$ 10,345.18	\$ 27,600.00	\$17,254.82
Hardware	\$ 4,868.96			\$ 121.85			\$ 7,601.91	\$ 15,050.00	\$7,448.09
Printing Supplies				\$ 191.51	\$ 362.88		\$ 803.83	\$ 4,000.00	\$3,196.17
Software & Software Subscriptions	\$ 48.67	\$ 48.67	\$ 368.59	\$ 148.66	\$ 48.67	\$ 48.67	\$ 1,157.91	\$ 1,500.00	\$342.09
Other		\$ 28.43					\$ 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					\$ 513.34	\$ 4,000.00	\$3,486.66
Sales & Use Taxes							\$ -	\$ 450.00	\$450.00
SIG Expenses									
Apple							\$ -	\$ 600.00	\$600.00
Genealogy	\$ 200.00	\$ 29.99		\$ 100.00			\$ 429.99	\$ 4,520.55	\$4,090.56
CCH							\$ -	\$ 500.00	\$500.00
Skywatchers							\$ -	\$ 890.00	\$890.00
Microsoft							\$ -	\$ 890.00	\$890.00
TOTAL EXPENSES	\$ 5,117.63	\$ 783.38	\$ 2,688.81	\$ 741.15	\$ 411.55	\$ 727.54	\$ 13,816.69	\$ 49,280.55	\$ 35,463.86
Ending Balance	\$ 31,090.71	\$ 32,492.33	\$ 30,058.52	\$ 29,442.37	\$ 30,535.82	\$ 30,473.28	\$ 30,473.28		
CERT OF DEPOSIT BALANCE	\$ 21,155.14	\$ 21,155.14	\$ 21,155.14	\$ 21,155.14	\$ 21,170.35	\$ 21,170.35	\$ 21,170.35		
TOTAL ASSETS	\$ 52,245.85	\$ 53,647.47	\$ 51,213.66	\$ 50,597.51	\$ 51,706.17	\$ 51,643.63	\$ 51,643.63		
Accts Rec CAM	\$ 255.00	\$ 125.00	\$ 1,025.00	\$ 495.00	\$ 445.00	\$ 445.00	\$ 445.00		