

SCHHCC STAFF/BOARD MEETING
June 28, 2022 at 1:00 p.m., Hidden Cypress
No Meeting in July

In attendance: Mark Davis, Brian Osgood, Brenda Sommerfeld, Carol Treanor, John Meeker, Dennis Shea, Jim Bowden, Maureen Kilcoyne

President's Remarks: Mark Davis

This will be our last Staff meeting until August 23. We'll take the month of July off for a short break. I'm pleased to be able to share information today regarding our 2022 Club Survey and information on our Election/Nomination Committee. Both of these items will be under New Business. Let's move on to approving the Secretary Minutes from our last meeting.

Secretary's Report: Brenda Sommerfeld. I need a motion to approve minutes of May 24, 2022. Motion made by Brian Osgood, seconded by John Meeker. Motion approved.

Treasurer's Report: Carol Treanor. Since last month we took in \$190 from cash received in the open room and spent \$247 in facilities expenses. We currently have \$25,176 in our checking account and \$21,181 in a CD for total assets of \$46,357. I need a motion to place our May 24, 2022 Treasurer's Report on file for future audit. Motion made by John Meeker, seconded by Brian Osgood. Motion approved.

SIG Reports

Apple: Noah Rosenstein/Toni Valenstein

We have two presentations set for 7/6 @ 10am. Introduction to Apple Watch, and Intro to iPhone X (10) or later, on 7/12 @ 1pm.

Genealogy: Jim Bowden/Susan Dobbs

Monthly meetings will resume in September. Still holding Help Sessions the 2nd and 4th Wednesday nights of the month. Working on presentations for the fall.

Jim and Susan will both be presenting summer lectures as well.

Computer Club Hour: Bill Altman

The CCH will resume in October 2022. Need to start lining up speakers. Looking for volunteers.

Microsoft: Dennis Shea/Maureen Kilcoyne

We've scheduled a SIG business meeting for 30 Jun 2022. Our primary purpose is to acquire topics/presenters for the next six SIG Meetings. We will discuss the viability of holding Tuesday night workshops for Windows 11 and digital scanning. The camcorder cassette transfer effort remains challenged due to lack of resources. Mark D. has completed our Main Calendar requests for 2023.

New Business: Club house hours of access for service providers. Discussion: New hours are 8:00 a.m. to 6:00 p.m. with an official monitor. Dennis to make himself a monitor on Sundays from 1:00 - 3:00 p.m.

Skywatchers: Jerry Jeffrey

No meeting Jun, Jul, Aug. Working on presentations for the Fall. I will not be at the 28 Jun Staff meeting. There has been a death in the family and I will be attending the memorial service.

Standing Committee Reports

Education: Brenda Sommerfeld/Diane McKinnery

For various reasons, Diane and I are both stepping away from this committee. Diane will stay on through the summer months and into September. The next chairs will take over a process that is working well. Mark will work with Diane through the summer. **The Summer Lecture Series will begin on July 6 at 10 a.m. and end no later than Sept 16.**

Facilities: Brian Osgood

We had the issue this spring that we had a printer on our WIFI that was not ours. It turns out that a club member had helped the Glass Crafters set up a printer, on the Computer Club WIFI, then proceeded to submit monitor issues because it was there and members printed to it. After working with CAM's IT, the Glass Crafters

now have their own WIFI segment and their computer and printer have been moved to that segment. They are no longer on the Computer Club WIFI. Their printer is no longer discoverable from the Computer Club WIFI.

Noah updated all the MACs in our facility prior to heading north. Thanks Noah.

Jack has updated all the PCs in the Open Room. Thanks Jack.

We have also made a change in the power profile for the Dell PCs in the open room. They should wake up quicker to keyboard or mouse activity than they have been.

We did have the facility closed for a few days due to a HVAC issue. We were fortunate that it was just a few days. The photography club outage lasted much longer.

Membership: Stu Mace

At this the midpoint of the membership year, we continue to have a steady stream of new and renewing members. In the past thirty day, 36 individuals have joined as new members and 10 past members renewed their memberships. Our current membership stands at 2,684.

Monitors: Bertha Fudgen

We continue to have about 100% open time. We sometimes miss a shift here or there, but there always seems to be another monitor in the room that will keep it open until the next scheduled monitor comes, especially Marcie and Dennis.

Programs: Bill Altman

Need to start lining up speakers for the next round of general meetings. Looking for volunteers. Will reconvene the committee that generated this last year's list of speakers.

Publicity/Communication: Bonnie Potter

No report at this time.

Interior Decor: New Chair or Co-Chairs to be appointed this summer.

Social Committee Report: Diane McKinnery

We will be working on plans for an event on October 7th. I have room requests in for late January and late April 2023 for events. Stay tuned.

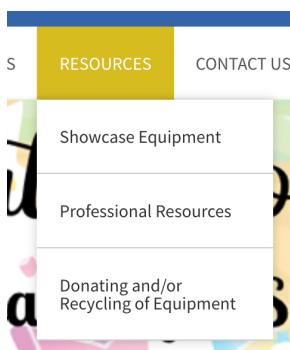
Old Business

- **Room Reservations for 2023** - I've been notified by Lifestyles that we need to have our forms completed and turned in on June 6th. Committee Chairs please let me know if you are considering any changes for 2023. For example, Bill A. has already requested that we move CCH from 9 a.m. to 10 a.m. I take on the responsibility of completing the forms and submitting them as I have done the last few years. - **All Rooms are reserved as of June 24, 2022.**
- **Survey Result** - The survey committee will reconvene to review and sort the input from members and distribute information to the appropriate Club Chairs. (John, Maureen, Mark, Brian, Catherine) **To be continued under New Business.**
- **Summer Lecture Series** - It is time to ask our Education Recruiters to contact instructors for involvement in this program. Typically it begins the second week of July and ends the second week of September. Calendar and email notices will be taken care of by the program. **To be continued under New Business.**
- **Education Emails on Thursday and This Week in Your Computer Club** - Both are suspended until Mid-August.
- **Recognition "Best of Okatie 2022"** - Email from Review Committee: [Click here](#) Should we follow through and purchase a plaque and/or an Acrylic Display? [Click Here](#) - **We determined this was a money maker and not something we should pursue.**
- **Establishing an Election Committee** - I'll be asking for a few members of the Board to participate on this committee and make recommendations to approach a couple of members to join in as well. Finding individuals to step up and take leadership roles is never an easy task. **To be continued under New Business.**
- **From Maureen and Dennis input on Business items:**
 - **Best of Okatie 2022** - This is a nice honor, but I don't think the Club can accept it. It appears we've been misconstrued as a *Business*. which may not sit well with CAM. Also, it may encourage folks from outside the community to attempt to use our services/expertise.
From the Best of Okatie Website: Each year, the Okatie Award Program

identifies companies that we believe have achieved **exceptional marketing success in their local community and business category**. These are local companies that enhance the positive image of small business through service to their customers and our community. These exceptional companies help make the Okatie area a great place to live, work and play.

The Okatie Award Program was established to recognize the best of local businesses in our community. Our organization works **exclusively with local business owners, trade groups, professional associations and other business advertising and marketing groups**. Our mission is to **recognize the small business community's contributions to the U.S. economy**.

- **CCH rescheduling from 9 to 10 AM:** Good move, Bill! 👍
- **How do we handle donations of equipment?** Mark: It's under Recycle on the web site. Mark will add the word "Donation" to this tab. It will read Donate or Recycle. **Done.**



New Business

- **Results of the 2022 Club Survey:** The Survey Committee (Mark Davis, Brian Osgood, John Meeker, Maureen Kilcoyne, & Catherine Tracy) analyzed the results with each person taking on a different duty.
 - **As in the past there were members that showed an interest or asked for more about being involved as a Monitor, Helper, or Class Assist.** Their names and information were shared with the appropriate Chairperson(s) to contact them.
 - **The following items - What type of Devices do you use, Streaming Devices Used, Computer Club Activities, Open Room Usage, Desired Classes, Help Volunteer, Monitor Volunteer, Class Assistance, Office/Admin Skills, Club Officer Interest, - are provided to us by Google Forms in either a Bar Graph or a Pie Chart: [Click Here](#) (Paper**

Copies have been passed out for review) These charts will be provided to the Club Membership by email.

- **Thanks to Maureen** - Breakdown of Class Interests & Potential Instructors:

[Click Here](#)

- **Election/Nomination Committee:** The Committee has been established and met on Monday, June 20. **The members are: Brian Osgood, John Meeker, Honey Burt & Catherine Tracy.** I will assist when needed. The committee used the results of the 2022 Club Survey to begin looking for candidates to fill the positions of Vice-President, Treasurer, Secretary, and one Member-at-Large. The hope is to have nominations in place by the middle of August.
- **Summer Lecture Series (SLS):** Due to a miscommunication the SLS will begin on July 6 with a lecture on the Apple Watch. At present there are additional lectures scheduled the following week, but not much has been scheduled beyond July 15. The Class Registration Volunteers, Pat Kempf & Susan Spence, have returned for the SLS, as have the Classroom Calendar Volunteers, Jeff Dembiec & Bob Hume. If you are interested in providing a summer lecture [Click Here](#) for instructions.
- **Any additional New Business? None.**

Meeting adjourned at 2:07 p.m.

Next Staff meeting is August, 23, 2022 @ 1:00 pm in Hidden Cypress. There will be no Staff Meeting in July. If any items come up that need immediate attention a Board meeting could be established in person or by Zoom.

Respectfully submitted:

Brenda Sommerfeld

Secretary

Treasurer's Report as of 6/27/22

SUBJECT	Apr. 2022	May 2022	June 2022	YTD Actual	Budget	VAR
South State Bank Checking Account						
Opening Balance	\$ 28,178.85	\$ 28,798.13	\$ 25,232.45	\$ 32,086.13		
Income						
Membership Dues -2022	\$ 400.00	\$ 715.00		\$ 11,335.00	\$ 21,250.00	-\$525.00
Membership Dues - 2023				\$ -		
Education Classes				\$ -		\$0.00
Open Room Cash Sales	\$ 267.50		\$ 190.00	\$ 878.00	\$ 1,500.00	\$622.00
Sales Tax Collected (Sales)				\$ -		\$0.00
Other				\$ -	\$ 4,000.00	\$4,000.00
TOTAL INCOME	\$ 667.50	\$ 715.00	\$ 190.00	\$ 12,213.00	\$ 26,750.00	\$4,097.00
Expense						
General & Administrative Expenses						
Administrative				\$ 147.72	\$ 1,250.00	\$1,102.28
Programs				\$ 100.00	\$ 1,750.00	\$1,650.00
Social Events		\$ 3,818.55		\$ 3,883.87	\$ 10,500.00	\$6,616.13
Club Fair				\$ -	\$ 300.00	\$300.00
Public Relations				\$ 117.60	\$ 1,270.00	\$1,152.40
Education Expenses				\$ -	\$ 700.00	\$700.00
Facilities Expenses	\$ 48.22	\$ 462.13	\$ 246.52	\$ 14,799.11	\$ 36,450.00	\$ 21,650.89
Hardware		\$ 149.38	\$ 59.06	\$ 810.54	\$ 3,000.00	\$2,189.46
Printing Supplies		\$ 264.53	\$ 179.74	\$ 961.35	\$ 4,000.00	\$3,038.65
Software & Software Subscriptions	\$ 48.22	\$ 48.22	\$ 7.72	\$ 248.82	\$ 1,500.00	\$1,251.18
Other				\$ 27.95	\$ 400.00	\$372.05
Furniture				\$ -	\$ 1,000.00	\$1,000.00
Networking				\$ -	\$ 1,200.00	\$1,200.00
Website Maintenance				\$ -	\$ 4,000.00	\$4,000.00
Sales & Use Taxes				\$ -	\$ 250.00	\$250.00
Capital Expenses				\$ 12,750.45	\$ 21,100.00	\$8,349.55
SIG Expenses						
Apple				\$ -	\$ 600.00	\$600.00
Genealogy				\$ 74.90	\$ 4,760.00	\$4,685.10
CCH				\$ -	\$ 500.00	\$500.00
Skywatchers				\$ -		
Microsoft				\$ -	\$ 600.00	\$600.00
TOTAL EXPENSES	\$ 48.22	\$ 4,280.68	\$ 246.52	\$ 19,123.20	\$ 58,680.00	\$ 39,556.80
Ending Balance	\$ 28,798.13	\$ 25,232.45	\$ 25,175.93	\$ 25,175.93		
CERT OF DEPOSIT BALANCE	\$ 21,180.79	\$ 21,180.79	\$ 21,180.79	\$ 21,180.79		
TOTAL ASSETS	\$ 49,978.92	\$ 46,413.24	\$ 46,356.72	\$ 46,356.72		
Accts Rec CAM		\$ 1,350.00				

