

**SCHHCC STAFF/BOARD MEETING**  
**August 23, 2022 at 1:00 p.m., Hidden Cypress**

**In attendance:** Mark Davis, Brian Osgood, Brenda Sommerfeld, Carol Treanor, Bill McKinnery, Diane McKinnery, Jim Bowden, Susan Dobbs, Dennis Shea, John Meeker, Tom Lovelidge, Stu Mace

**President's Remarks:** Mark Davis

It's good to be back together after not meeting in July. While there wasn't a meeting our many of our club activities continued including Walk-in Help Sessions, evening Genealogy help twice a month, and the new evening PC/Android help twice a month, our Summer Lecture Series, and Facilities Updates. Thank you to everyone that participated in providing these opportunities to our membership. Thank you to Diane for serving on the Education Committee.

**Secretary's Report:** Brenda Sommerfeld.

Need a motion to approve minutes of June 28, 2022. Motion made by Bill McKinnery, seconded by Brian Osgood. Motion approved.

**Treasurer's Report:** Carol Treanor

So far this month we took in \$480 in income and spent \$1,736. Of note, we spent \$1,697 in facilities expenses which includes capital expenses for \$880. We currently have \$23,441 in our checking account and \$21,181 in a CD for total assets of \$44,622.

In addition, we have been notified by South State Bank that the office outside Sun City will be consolidated with the branch at 9 Oak Forest Road on August 29<sup>th</sup>. I would suggest that we move our accounts to Truist Bank just out the Sgt Jasper gate at the end of the year when new officers are installed.

The Treasurer's report as of 8/21/22 is attached.

I need a motion to place the Treasurer's Report on file for future audit. Motion made by Brain Osgood, seconded by Bill McKinnery. Motion passed.

## SIG Reports

**Apple:** Noah Rosenstein/Toni Valenstein

**Genealogy:** Jim Bowden/Susan Dobbs

In the past month, Jim and Susan did four lectures that were all well attended. We continued to hold our bi-weekly Genealogy SIG help sessions throughout the summer and will continue them on the 2nd and 4th Wednesday nights of the month from 6:30 - 8:30 p.m. We are resuming our monthly Genealogy SIG meeting on September 7, 2022 starting at 7:00 p.m. at the H.C. Clubhouse. We will be having a "Swap Meet." Members will bring in Genealogy books and magazines they no longer need and pick up new ones at no cost. Susan has four boxes of materials thus far. We will also share "Our Most Interesting Ancestor" stories we have discovered at the meeting.

**Computer Club Hour:** Bill Altman

The CCH will resume in October 2022. Have completed the schedule until January. Need to start lining up speakers for the Winter and Spring. Looking for volunteers.

**Microsoft:** Dennis Shea/Maureen Kilcoyne

The SIG Business meeting of June 30 provided positive results with regards to feedback and affirmations of the Club Survey results. We have initiated a process to provide new members with a Welcome/Overview mail regarding the SIG. Some other action items remain pending and will be resolved prior to September 2nd.

Reviewing & revamping the SIG knowledge base has made progress. The Main Calendar notices regarding SIG meets have been explained to the SIG members. Our hopes are that the technique of pushing & pulling information will be a fruitful source of communications.

The series of testing Tuesday night Help sessions has been implemented. The Windows 11 migration workshops are one aspect of the Tuesday evening general help effort. On August 2 we had 3 individual members with two units each seeking help at the Microsoft OS level, another with business class Office Help, and one

for digital scanning. We have had 3 good sessions thus far. However, the traffic rate has dropped off sharply. We are waiting for the Open Room calendar to accept the Help session entries. September is the last month of testing that we committed to.

The primary blockage for video camera to DVD conversion has been relieved by gifts from Brian Osgood. Invites for all other conversions are currently waiting for members to respond.

Old Business: Club house hours of access for service providers. The downstream results of not allowing Digital Scanning efforts to promote the VHS to DVD service from the AAM allotted 16 hours per day to the Club allotted 10 hours per day has caused a significant reduction in throughput processing done on behalf of the members.

Digital Scanning: I have requested, of Bertha, to forward an invitation to the monitors. Hopefully a few will engage & get specialized training, during their duty time as a monitor, on the digital scanning gear/processes that are currently in place.

The SCHHCC.WinSIG@outlook.com email address was being used by mail phishers. Our concern is the overall internet reputation for that mail address may suffer some deterioration. The victims who have identified themselves have been provided educational material. Fortunately, the occurrences now appear as a flash in the pan. A trouble ticket 678509 was opened with ISLC support concerning vanished mails that should have been posted, the problem was reported to ISLC support and resolved.

Although the WinSIG relay technique has achieved 99.99% email delivery rates an audit and rebuild of the SIG list server will be done on the 1st of September. The intent is to merge the WinSIG relay accounts back into the list server. Also with regards to the Membership roster: the data sequence appears to be altered away from the useful sequence of date & time. The other item is the SIG has not received any notifications of new members in the last 6 weeks or so.

SIG Meeting presentations have been set for September and October, Backups

by Paul Alexander and Security by Adam Shea, respectfully.

**Skywatchers:** Jerry Jeffery

Last month of no meeting for the summer. First meeting of the new session is on 13 September. The subject is an astronomical refresher, including Answers to Questions you didn't know you had.

### **Standing Committee Reports**

**Education:** Mark Davis/Diane McKinnery

Diane is stepping down at the end of this month. Mark stepped in to assist with the Summer Lecture Series and will continue as the Education Chair through December.

The month of September will be used to organize the Fall semester. The Fall semester will begin on Monday, October 10, 2022 and end on December 16, 2022.

**Facilities:** Brian Osgood

The Open Room has 6 new PCs replacing 4 systems that will not upgrade to Windows 11, and a I5-Gen 8 based system that has been acting up. With some system shuffling there is now a system back at the desk in front of the monitor. The bookcase and that desk were swapped to provide better access to that desk. One system of note is an I7-Gen 12 based system (the latest released Intel CPU) running Windows 11 in seat 1-2. This gives us 2 systems in the Open Room that are running Windows 11.

Seven of the new student systems have been set up in the Classroom. The systems for Students 1-3 are currently along the right-hand wall and are running Windows 11. The 4 systems on the back row are new systems. The 5 systems in the second row are pending.

Rick Black at AAM has contacted us that they are planning on replacing the network switches that are in our network closet. This will require a short outage in the club, probably a half day or less, when the switches are ready to be installed.

**Membership:** Stu Mace

During the past thirty days, 27 individuals have joined as new members and 8 past members renewed their memberships. Our current membership stands at 2,757.

On September 1st we will begin accepting membership renewals for 2023. All memberships from that date forward will have an expiration date of December 31, 2023. A letter to the full membership announcing this opportunity will be sent at the end of this week.

**Monitors:** Bertha Fudgen

We continue to have good monitor coverage for the computer room. We also continue to have problems with the google software that we use for signing up for shifts, but I just handle each one as it occurs, because it varies per user.

**Programs:** Bill Altman

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

**Publicity/Communication:** Bonnie Potter

Completed new Computer Club logo, thanks to everyone for their input to the design.

**Interior Decor:** To be determined

**Social Committee Report:** Diane McKinnery

A social event is scheduled for Friday, October 7th at Hidden Cypress, 6-8:30. The theme is OctoberFest and it will be catered by The Lunch Lady. We will have a first planning meeting in the Classroom on Tuesday, August 30th. Bonnie will design the invitation. More to come. Stay tuned.

For future reference, an event has been scheduled for Friday, January 20, 2023 (post holiday party), and the volunteer appreciation event will be on Thursday, April 27, 2023. Both are evening events. Hopefully this will help in planning

SIGs, etc.

## Old 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](#).** 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.

## New Business

- **Change in Club Logo -** Lifestyles requested that we no longer use our logo of 25 years. I was told that it was an infringement on the Pulte logo that is copyrighted. Dennis provided information that our logo had been approved by Pulte when it was created. Upon further review Lifestyles could not find

documentation nor could I. Bonnie Potter worked on providing two new logos to the Board. One to be used as a Large logo and one to be used as a Small logo:

- Large logo:



- Small Logo:



- **Oct. 1, Saturday, Club Fair**, Carol & I both received a notice regarding the yearly Club Fair. I will need two volunteers to assist with this. One to schedule volunteers in Pinckney Hall and the other to schedule Volunteers in our Facility in Yemassee Craft Center. Of course it is also helpful if there is SIG coverage in the Computer Club, too.
  - The first shift is 10 AM to Noon
  - The second shift is Noon to 2 PM
- **From Roger Michaelson**, [rimdds@gmail.com](mailto:rimdds@gmail.com), Suggested: Take pictures of all monitors/ helpers/ CAs. Use them to make photo ID badges. Also, it would be a good idea to take pictures of ALL club members, and keep them on a directory file. Exclude anyone who requests anonymity. Brian will talk to the Ceramic Club—they just bought a machine to make name tags. - Discussed but no action taken.
- **From Paul Alexander**, [palexand3042@gmail.com](mailto:palexand3042@gmail.com), (Microsoft SIG & Bike Club) suggests a Club Welcome Packet and Name Badges. (Bicycle club web page:

Sun City Bicycle Club) [Mark will establish a committee for find solution for name badges.](#)

- **Nomination Committee** (Brian Osgood, John Meeker, Honey Burt, & Catherine Tracy) The following recommendations will to be presented at the October General Membership Meeting:
  - **President** - Brian Osgood
  - **Vice President** - Sherry Conrad
  - **Treasurer** - Tom Lovelidge
  - **Secretary** - Kathleen Baine
  - **Member-at-Large** - John Meeker
  - **Member-at Large** - JoAnne Connell

Slate of officers accepted by the Board.

- **Summer Lecture Series** - The Summer Lecture Series began on July 6, 2022 and ended on August 29, 2022. Here is a quick summary:
  - July - 8 Classes
  - August - 10 Classes
  - Classroom - 14 Lectures
  - Zoom - 2 Lectures
  - Most Lectures were full with 20 Members attending.
- **Request to Present at General Membership Meeting:** I received an email from Beaufort Drug Company “WE WOULD LOVE THE OPPORTUNITY TO COME AND SPEAK TO YOUR CLUB ABOUT OUR PHARMACY!” Thoughts? It is an advertisement. [After discussion Not an option for us.](#)
- **Any additional New Business Items?**
  - Discussion about the new cell tower approved by the Community Association Board. It will take 2 - 3 years to complete the project on the South Side to improve coverage. Once up and running the Community Association will receive \$1,000 a month from American Tower Inc. as a rental payment for the space it is constructed on.

Meeting adjourned at 2:00 p.m.

Next Board meeting is at 1:00 p.m. in Hidden Cypress on 9/27/2022

Respectfully submitted:



Brenda Sommerfeld  
Secretary

# Treasurer's Report as of 8/21/22

SUBJECT	Apr. 2022	May 2022	June 2022	July 2022	Aug. 2022	YTD Actual	Budget	VAR
<b>South State Bank Checking Account</b>								
Opening Balance	\$ 28,178.85	\$28,798.13	\$ 25,460.41	\$25,226.37	\$ 24,924.67	\$ 32,086.13		
<b>Income</b>								
Membership Dues -2022	\$ 400.00	\$ 715.00		\$ 1,350.00	\$ 310.00	\$ 12,995.00	\$ 21,250.00	-\$2,185.00
Membership Dues - 2023						\$ -		
Education Classes						\$ -		\$0.00
Open Room Cash Sales	\$ 267.50		\$ 190.00	\$ 90.75	\$ 170.50	\$ 1,139.25	\$ 1,500.00	\$360.75
Sales Tax Collected (Sales)						\$ -		\$0.00
Other						\$ -	\$ 4,000.00	\$4,000.00
<b>TOTAL INCOME</b>	\$ 667.50	\$ 715.00	\$ 190.00	\$ 1,440.75	\$ 480.50	\$ 14,134.25	\$ 26,750.00	\$2,175.75
<b>Expense</b>								
<b>General &amp; Administrative Expenses</b>								
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					\$ 40.00	\$ 40.00	\$ 300.00	\$260.00
Public Relations						\$ 117.60	\$ 1,270.00	\$1,152.40
<b>Education Expenses</b>								
						\$ -	\$ 700.00	\$700.00
<b>Facilities Expenses</b>								
Hardware	\$ 48.22	\$ 234.17	\$ 424.04	\$ 1,742.45	\$ 1,696.49	\$ 18,187.61	\$ 36,450.00	\$ 18,262.39
Printing Supplies		\$ 84.79	\$ 257.27	\$ 169.58	\$ 237.28	\$ 1,266.00	\$ 4,000.00	\$2,734.00
Software & Software Subscriptions	\$ 48.22		\$ 107.71	\$ 255.16	\$ 311.10	\$ 866.85	\$ 1,500.00	\$633.15
Other					\$ 18.12	\$ 46.07	\$ 400.00	\$353.93
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				\$ 876.59	\$ 879.72	\$ 14,506.76	\$ 21,100.00	\$6,593.24
<b>SIG Expenses</b>								
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
<b>TOTAL EXPENSES</b>	\$ 48.22	\$ 4,052.72	\$ 424.04	\$ 1,742.45	\$ 1,736.49	\$ 22,551.70	\$ 58,680.00	\$ 36,128.30
<b>Ending Balance</b>	\$ 28,798.13	\$25,460.41	\$ 25,226.37	\$24,924.67	\$ 23,668.68	\$ 23,668.68		
<b>CERT OF DEPOSIT BALANCE</b>								
<b>TOTAL ASSETS</b>	\$ 21,180.79	\$21,180.79	\$ 21,180.79	\$21,180.79	\$ 21,180.79	\$ 21,180.79		
<b>Accts Rec CAM</b>		\$ 1,350.00		\$ 400.00				