



SCHHCC STAFF/BOARD MEETING
February 28 , 2023 at 1:00 p.m., Hidden Cypress

In attendance: Brian Osgood, Kathleen Baine, Toni Valenstein, Sherry Conrad, Joanne McConnell, John Meeker, Jerry Jeffries, Jim Bowden, Sue Dobbs, Catherine Tracy, Mark Davis, Honey Burt, Dennis O'Shea, Bill Altman, Noah Rosenstein.

President's Remarks: Brian Osgood

Welcome to the February staff meeting, and I'd like to extend the welcome to Honey Burt and Catherine Tracy. Why they are here will be more apparent when we get down to new business. Kathy Turco gave a good presentation on the 2022 IRS Tax Filing season. I didn't do a head count, but it looked like we had more members in attendance than we have been having at General Membership meetings. The interest in the presentation does help attendance.

Now down to business.

Secretary's Report: Kathleen Baine.

Need a motion to approve minutes of January 24, 2023. Motion made by Mark Davis, seconded by John Meekers. Motion approved by all.

Treasurer's Report: Tom Lovelidge

January was a very active month. We opened a new bank account with Truist Bank. The initial deposit was \$20,000. The beginning balance for the month of January was \$49,332.31. Included in this amount was our South State Bank CD, which matured in the amount of \$21,201.70.

Activity for January included inflows of \$3,043, mainly attributable to membership

dues and class fees. We had outflows of \$5,822. The holiday party and recognition awards amounted to \$4,905 dollars. We had hardware expenses of \$442; software and printing supplies of \$289; administrative costs of \$146; and genealogy expenses of \$40. Truist Bank Ending Balance was \$19,578.99. South State bank ending balance was \$27,877.70

SUBJECT	Jan 2023	Feb. 2023	YTD Actual	Budget	VAR
Truist Bank				\$30,435.00	
South State Bank Checking Account	\$29,039.81				
Opening Balance	\$29,039.81	\$47,456.69	\$29,039.81	\$36,670.00	
Income					
Membership Dues -2022			\$ -		\$6,330.00
Membership Dues - 2023	\$2,725.00	\$595.00	\$3,320.00	\$21,250.00	
Education Classes	\$200.00	\$1,995.00	\$2,195.00	\$3,168.00	\$973.00
Open Room Cash Sales	\$113.00	\$320.68	\$433.68	\$1,500.00	\$1,066.32
Sales Tax Collected (Sales)			\$ -		\$0.00
Other	\$21,201.70		\$21,201.70	\$4,000.00	-\$17,201.70
TOTAL INCOME	\$24,239.70	\$2,910.68	\$27,150.38	\$29,918.00	-\$8,832.38
Expense					
General & Administrative Expenses				\$13,820.00	
Administrative	\$923.71		\$923.71	\$1,250.00	\$326.29
Programs			\$ -	\$1,750.00	\$1,750.00
Social Events	\$4,127.80	\$191.22	\$4,319.02	\$10,500.00	\$6,180.98
Club Fair			\$ -	\$300.00	\$300.00
Public Relations			\$ -	\$1,270.00	\$1,270.00
Education Expenses			\$ -	\$700.00	\$700.00
Facilities Expenses	\$731.32	\$ -	\$731.32		
Hardware	\$202.02		\$202.02	\$3,800.00	\$3,597.98

Printing Supplies	\$278.42		\$278.42	\$4,000.00	\$3,721.58
Software & Software Subscriptions	\$11.12		\$11.12	\$1,500.00	\$1,488.88
Other			\$ -	\$400.00	\$400.00
Furniture			\$ -		\$0.00
Networking			\$ -		\$0.00
Website Maintenance	\$239.76		\$239.76		-\$239.76
Sales & Use Taxes			\$ -		\$0.00
Capital Expenses			\$ -	\$17,150.00	\$17,150.00
SIG Expenses					
Apple			\$ -	\$600.00	\$600.00
Genealogy	\$39.99		\$39.99	\$4,810.00	\$4,810.00
CCH			\$ -	\$500.00	\$500.00
Skywatchers			\$ -		
Microsoft			\$ -	\$600.00	\$600.00
TOTAL EXPENSES	\$5,822.82	\$191.22	\$6,014.04	\$49,130.00	\$43,155.95
Ending Balance	\$47,456.69	\$50,176.15	\$50,176.15		
CERT OF DEPOSIT BALANCE	\$ -	\$ -	\$ -		
TOTAL ASSETS	\$47,456.69	\$50,176.15	\$50,176.15		
Accts Rec CAM					

SIG Reports

Apple: Noah Rosenstein/Toni Valenstein

Noah's February 20th SIG presentation on the development of Apple and what the future may hold was both excellent and exceptionally well attended. Our

March SIG will be Colleen Smitherman and her topic is Getting started with Apple's Shortcuts App on the iPad or iPhone.

Genealogy: Jim Bowden/Susan Dobbs

Jim and Susan are co-teaching a class on "Ancestry Tips" on Tuesday, March 7th. Our March 1st monthly meeting will be on "Family Search" and presented by Charlie Black, of the Charleston Family History Center. Help Sessions will be on March 8th and 22nd. Susan is also making a presentation at the Computer Club Hour on March 10th. SIG is requesting audio assistance for Zoom presentations for April 5th and May 3rd meetings at 7 pm at the Hidden Cypress Santee Room.

Computer Club Hour: Bill Altman

The first session of the year was February 24th with CCH now starting at 10:00 a.m. The session, discussing Microsoft Edge by Maureen Kilcoyne, was well received. This will be followed by Susan Dobbs on March 10th discussing what to do with family photos, documents, etc. The rest of the weeks are filled, and we need to start planning for the 2023-24 sessions.

Microsoft: Dennis Shea/Maureen Kilcoyne

In early February, Maureen conducted a hands-on MS Word Overview class that was well received. Several issues with Windows 10 and 11 equipment functionally were encountered, and she is grateful to Brian and Noah for their efforts to ensure full functionality of equipment, as well as to the CAs who did an outstanding job of troubleshooting and keeping students on track. She is also grateful for the white board, which came in very handy. 😊

We have added slides to the Microsoft SIG section of the club Web page. The SIG section in the club windows also has updated content.

The February 15, 2023 SIG meet focusing on the Edge browser was presented by Maureen and attended by 55 or so. We had an open Q&A discussion from 2:30 p.m. until 3:00 p.m; the presentation ran over by 10 minutes. We also had an overtime follow-up Q&A focusing on the Edge browser.

The response for Help upgrading to Windows 10 continued. About eight

upgrades were done along with a few data recoveries/HD-replacements. The other dozen or so were scavenged for parts; their remains went to the metal recycling yard in Hardeeville.

How-to videos are being added to the Digital Scanning project. These will help the Members to get started on their own. They will also enable the Monitor to help/refer the member who has questions concerning digital scanning.

We have also submitted a suggestion to Facilities to include our Help documents in the browser favorites bar on the units at the club house. This item would fit alongside what KK/CCH currently enjoys. It would also address the prior item regarding digital scanning.

The SIG also gave a neighborhood talk concerning the Internet and safe practices to embrace. Our traditional one person helping one person approach was accented to the 50+ residents.

The 1st and 3rd Tuesday Help sessions remain lacking in Open Room calendar support.

We have acquired Microsoft Teams for the SIG. This was done using private funds. The product has provided support for our SIG meeting presentations.

Recruiting SIG meeting speakers/presenters remains a continuing effort.

Skywatchers: Jerry Jeffrey

No February meeting. Next meeting will be on March 14th. The topic will be “The Total Solar Eclipse of 2024.”

Standing Committee Reports

Education: Mark Davis

We continue to need more classes in March. The areas with greatest need are related to Microsoft Windows 11, Microsoft Excel, and any specialty programs for

PC or Apple products. A major thank you to those who have been providing classes this fall and so far this year. The vast majority of our courses are hitting their maximum number of attendees during registration. We had 12 classes in February with 127 attendees. At present there are 11 classes scheduled for March with room for more.

Facilities: Brian Osgood

We accepted the donated Epson FastFoto scanner but have not written directions for it. It is currently leaving streaks on the digitized image. We suspect that there is dirt on the scan bar. The Facilities team is investigating.

We had an incident where members could reboot a system in the club, then still find and open their documents from their prior session. Our DeepFreeze software is supposed to prevent that. When Windows is installed, Microsoft places a set of tiles on the start bar that will let the user run a free, web based, version of the office products through the Edge browser. We normally leave the tiles on the start bar alone since that is really a personalization. It turns out that the web based versions of the applications store the documents on OneDrive, in the cloud. DeepFreeze can't undo them in the cloud. Microsoft is pushing their Office products as being web based collaboration tools with all the defaults pushing documents to the cloud. This is probably in trying to compete with Google. We have gone through the PCs and removed the tiles for the web based office products, changed the OneDrive default to not push files to the cloud for collaboration, changed the save defaults to not autosave to the cloud and to save locally, and updated the registry with flags the same way. This won't block members from saving their documents to the cloud, but it will take a more deliberate action.

Last year the video switch on the instructor's podium in the classroom failed. We replaced what was there with two switches that worked well, but failed miserably because some users didn't understand how they worked. Earlier this month we moved the streaming devices and the top switch over to the TV thinking that would work better and get the TV used more. This didn't work well either because some instructors wanted to cast to the Apple TV projecting through the projector instead of using the TV. We now have an eight-port switch in the instructor's podium with the Mac, Windows 11 and Windows 10 systems and a set of external cables, along with an Apple TV and Chromecast, going into it. We are still

planning to hook up four streaming devices to the TV.

Dennis had requested that some bookmarks be added to the systems in the club so some help topics could be found easier than navigating through the web site. We agree that the web site can be hard to navigate. We're planning to put a new set of bookmarks out on the systems to make the commonly used pages easier to use while the project to revise the web site continues.

Membership: Stu Mace

Our membership continues to grow following the January 15th removal of non-renewing members. During the last month, 93 individuals have joined the club, Currently, there are 2,756 active members,

Monitors: Bertha Fudgen - 92% of the shifts were covered during the month of February. The room was probably open 100 % of the time because often if a shift is open during the day, there is usually someone in the room that will keep it open until the next monitor arrives.

Programs: Bill Altman

The February 16th presentation was by Kathy Turco on "IRS 2022 Tax Filing Season: Go Electronic." The final presentation in March will be an update from last year by Master Sergeant Daniel Allen on avoiding scams; Toni Valenstein is coordinating this.

Publicity/Communication: Bonnie Potter/Mark Davis

We finished the February and March General Meeting promotions. A Save the Date notice for the Volunteer Party is finished and waiting for additional information for the invitation.

Social Committee Report: Diane McKinnery - There will be a Volunteer Appreciation party on Thursday, April 27th in the Lakehouse Ballroom, 6:00 p.m. - 8:30 p.m. The theme will be "GREAT Volunteers Make our Computer Club GREAT!"

Old Business

Following the discussion at the January meeting, Sherry Conrad contacted *SunSations* about writing an article that would share the benefits and services of the Computer Club to be published in the October 2023 *SunSations* magazine. An article has been written and she will be meeting with Carol Malcom to edit the article and make it more consistent with the guidelines provided by *SunSations*.

New Business

We discussed last month that we have a lot of members, but not that many active members. I'm planning to start a 4 times a year "President's Newsletter". The purpose is to tell those inactive members what they are missing and what is coming up. Hopefully it will get some members to be more active. Since this place seems to run similar to a school calendar, I'm planning to send it out early March (spring season), May (summer plans), September (fall plans), mid-November (holiday plans).

As much as I don't want us to turn into Sun City's help desk, help is a large part of what we are known for, what we are doing, and brings in a lot of members. Catherine has been doing a great job coordinating the walk-in help, but let's make it a committee, so it is official and we can get Catherine some help. I'd like a motion that we create a new help committee at the staff level. Motion made by Sherry Conrad, seconded by Mark Davis. Motion approved by all.

With Sherry writing the article for *Sunsations*, she has discovered that our only history is word of mouth and a few scattered photos. Many clubs have a historian to at least keep a timeline and scrapbook of events and photos. I'd like a motion that we create a Historian position at the Staff level (so they know what is going on first hand). Their responsibility will be to put together and maintain a club history. Motion made by Sherry Conrad, seconded by Mark Davis. Motion approved by all.

We have been referring to Mark as the Education Chair and co-chair of Communications. I'd like to put in the minutes that the board has discussed and agreed to appoint Mark as the Education Chair and co-chair of Communications. Just to make it official.

This is also the time of year that we prepare and send out the member survey. I think we have a good starting point with last year's survey, but as always we

learned a few things to improve.

Motion to adjourn the meeting by John Meeker, second by Mark Davis. Meeting adjourned at 2:30 p.m.

Next Board meeting is at 1:00 p.m. on March 28, 2023.

Respectfully submitted:

Kathleen Baine
Secretary