SCHHCC STAFF/BOARD MEETING
April 25, 2023 at 1:00 p.m., Hidden Cypress

In attendance: Brian Osgood, Kathleen Baine, Sherry Conrad, Joanne Connell, John Meeker, Jim Bowden, Jerry Jeffrey, Mark Davis, Honey Burt, Dennis Shea, Bill Altman, Dianne McKinnery, Tom Lovelidge, Catherine Tracy, Bertha Fudgen

President's Remarks: Brian Osgood
Welcome to the April staff meeting. I'd like to remind everyone of the Volunteer Thank You Party this Thursday, April 27th in the Lakehouse Ballroom. There has been some confusion over the start time. The party starts at 6pm. If you are helping with the set-up, that starts at 5:00 pm. It will be BYOB, with water provided, and we have added vanilla ice cream to the menu.

Now down to business.

Secretary's Report: Kathleen Baine.
We need a motion to approve minutes of March 28, 2023. Motion made by Mark Davis; seconded by John Meeker. Motion approved by all.

Treasurer's Report: Tom Lovelidge
We closed our account with the South State Bank and moved $27,833.54 to the Truist Account. There is an opportunity to open a nine-month CD at 4 1/2 percent. Board approval is needed. We had an audit on April 18th and passed it with flying colors. Excellent preparation done by Carol Treanor. We need to discuss how we want to present Social events, expenses and reimbursement. Do we want to show it gross? Or net of the expense?

2023 Treasurer Report for April

UBJECT	Jan 2023	Feb. 2023	Mar 2023	Apr. 2023	TD Actual	udget	AR
uist Bank						$30,435.00	
outh State Bank Checking ccount	$29,039.81						
pening Balance	$29,039.81	$47,456.69	$47,720.12	$53,575.40	$29,039.81	$36,670.00	
come							
embership Dues -2022					-		$14,920.00
embership Dues - 2023	$2,725.00	$595.00	$3,540.00	$825.00	$7,685.00	$21,250.00	$1,355.00
ducation Classes	$200.00	$1,995.00	$180.00	$605.00	$2,980.00	$3,168.00	$188.00
pen Room Cash Sales	$113.00	$320.68	$220.71	$117.46	$771.85	$1,500.00	$728.15
ales Tax Collected (Sales)					-		$0.00
ther	$21,201.70				$21,201.70	$4,000.00	-$17,201.70
OTAL INCOME	$24,239.70	$2,910.68	$3,940.71	$1,547.46	$32,638.55	$29,918.00	-$10.55
xpense							
eneral & Administrative xpenses						$13,820.00	
dministrative	$923.71			$50.00	$973.71	$1,250.00	$276.29
ograms					-	$1,750.00	$1,750.00
ocial Events	$4,127.80	$191.22	-$3,465.00		$854.02	$10,500.00	$9,645.98
ub Fair					-	$300.00	$300.00
ublic Relations					-	$1,270.00	$1,270.00
ducation Expenses					-	$700.00	$700.00
acilities Expenses	$731.32	$2,456.03	$1,469.54	$1,093.75	$5,750.64		
ardware	$202.02	$1,066.64	$307.39	$93.24	$1,669.29	$3,800.00	$2,130.71
inting Supplies	$278.42		$1,162.15	$188.81	$1,629.38	$4,000.00	$2,370.62
oftware & Software ubscriptions	$11.12	$22.98			$34.10	$1,500.00	$1,465.90
ther		$243.52		$303.15	$546.67	$400.00	-$146.67

urniture					-		$0.00
etworking					-		$0.00
ebsite Maintenance	$239.76			$508.55	$748.31		-$748.31
ales & Use Taxes					-		$0.00
apital Expenses		$1,122.89			$1,122.89	$17,150.00	$17,150.00
G Expenses							
pple					-	$600.00	$600.00
enealogy	$39.99		$80.89		$120.88	$4,810.00	$4,810.00
CH				$32.09	$32.09	$500.00	$467.91
ywatchers					-		
icrosoft					-	$600.00	$600.00
OTAL EXPENSES	$5,822.82	$2,647.25	-$1,914.57	$1,175.84	$7,731.34	$49,130.00	$42,642.43
nding Balance	$47,456.69	$47,720.12	$53,575.40	$53,947.02	$53,947.02		
ERT OF DEPOSIT ALANCE	-	-	-	-	-		
OTAL ASSETS	$47,456.69	$47,720.12	$53,575.40	$53,947.02	$53,947.02		
ccts Rec CAM	ebruary						
	arch	$1,425.00					
		$1,425.00					

Social Committee: Our Volunteer Appreciation party is Thursday evening, beginning at 6:00 p.m. at the Lake House. Lunch Lady is the caterer and music is by Dr. Paul and Susan.

SIG Reports

Apple: Noah Rosenstein/Toni Valenstein
Our last SIG of the year was a sellout thanks to Mark Davis and his Traveling with the iPhone presentation. This marks the last meeting until September 19th but we will continue our Help Sessions and hope to do Summer workshops.

Genealogy: Jim Bowden/Susan Dobbs
The next Genealogy SIG Help sessions will be on April 26th and May 10th from 6:30 - 8:30 p.m. The next SIG meeting will be on Wednesday, May 3rd starting at 7:00 p.m. Our speaker will be Mr. Lynn Baker on "Creating a Family History Book." His presentation, as was last month's speaker, will be on Zoom. A special thanks to Brian Osgood for bringing his sound equipment to ensure a smooth Zoom with no issues. We had over 45 in attendance at April's meeting. We added an "Intro to Genealogy" class on May 22nd from 10 a.m.-12:00 p.m.

Computer Club Hour: Bill Altman
Our next meeting is April 28th on Making Your Own 2024 Calendar by John Kraut (APCUG). The last session for the spring is May 12th on Electric Vehicles. We submitted a posting to the Clubs Newsletter (send bi-weekly) to see if we can get more attendance. I was disappointed with the attendance on Chromebooks for Seniors. I believe that we should re-evaluate the CCH after the Fall 2023 if attendance doesn't improve.

Microsoft: Dennis Shea/Maureen Kilcoyne

We have provided SIG members with an explanation of how to unsubscribe from a list server. This isolated mail re-reinforces what we communicate with each individual when they sign up for the Microsoft SIG.

The April 12, 2023 SIG meeting introduced members to AI and was presented by Maureen. Attendance was in the 50+ range with a high level of enthusiasm. The meeting ran into overtime.

The DigiScan project has moved beyond just the members of genealogy. The demand for Help remains high. The metering of invitations with assigned work order numbers is working quite well. An instructional video was created and added

for scanning negatives. We remain in anticipation of our Help instructions being made readily available to monitors and members via the Favorites Bar in the club house Browsers.

The DigiScan project has put in place the new look for September 22, 2023. We are eager to turn the page and take the project to the next phase. Delivering on the promise to educate/facilitate members in converting the VHS tapes into a universal format requires the installation of the budget approved converter from the Microsoft Store on two open room units. Once completed by facilities, we will be taking members to new levels of what can be accomplished at the computer club.

The 1st & 3rd Tuesday Help sessions remain lacking in Open Room calendar support. We were behind the other clubs with regards to opening after the pandemic. Yet we are still operating under the restricted pandemic hours of operation.

We have provided a request to reinstate moderator access to the club's list server. This will allow the SIG group(s) to release their SIG notices. Immediate confirmation/affirmation for the sender will be had. Also, following the confusion for the April mailing, I opened an ISLC ticket concerning the spam filters and eight attempts to queue for mail distribution. This situation would have been handled on the spot if we had moderator access.

Recruiting SIG meeting speakers/presenters remains a continuing effort. The decision to cancel our room reservations for May is under consideration.

Skywatchers: Jerry Jeffrey
Last meeting for Spring 2023 was on April 11, 2023. The subject was "How Stars Die." Meeting was attended by 43. Four people new to Skywatchers were present. We will be taking a break from meeting for the months of May through August. Our next meeting will be on Tuesday, September 12, 2023. Topic TBD.

Standing Committee Reports

Education: Mark Davis
As we wrap up the month of April we will have offered 11 classes with 150 attendees. We are currently scheduling classes through May, then we will take a break through the month of June and begin the Free Summer Lecture Series after

the 4th of July.

APCUG sends me workshop information on Sunday or Monday mornings if there is a Wednesday Workshop through Zoom at Noon that week. I contacted Judy Taylour, the Education Coordinator, regarding these last minute notices. She indicated that typically the workshop isn't finalized until this time. I follow up with a cut and paste advertisement of the topic for the Noon Wednesday Workshop to our members after I receive a notice from Judy.

Facilities: Brian Osgood

The facility had a weekend without air conditioning. It is working again, but that is the second outage this spring. Does not bode well for the summer.

The Epson FastFoto scanner has been received and put in operation. Les and I have both run photos through it without issues.

Mark will address the name badges more below. The paper cutter that comes with the press does not work very well, so a paper punch designed for that purpose was ordered. The package was received from Amazon yesterday, and contained two tapered coil springs. They are shipping us another one, which will hopefully be the punch this time.

At the last staff meeting, we decided to put up a rack for information brochures in the club. It was put up yesterday. We have pockets labeled for the club, each SIG, Help and Volunteer Opportunities. Example Volunteer Opportunities flier for comments.

Membership: Stu Mace

During the past 30 days, 43 individuals joined the Computer Club for the first time or renewed their memberships. Of those, 12 were renewals and 31 were new members. Total membership is now 2,875.

As required by the Community Association, the Computer Club annual membership roster was submitted on April 19, 2023.

A welcoming letter that describes the services and opportunities offered by the Computer Club was developed with the help of Brian Osgoood and Mark Davis. It is now being sent automatically to all new and renewing members.

Monitors: Bertha Fudgen

Programs: Bill Altman
We need to start planning for the Fall and Winter programs. Will call a meeting of the Committee before I leave for the summer.

Publicity/Communication: Bonnie Potter/Mark Davis
This month we were part of the team who designed the Club name badges. Here is a sample of the Button Design:

The Recognition Party for our Volunteers invitation was completed. Bonnie has provided advice to a SIG designing a tri-fold brochure for display in the Open Room. She has also indicated she will provide advice to other SIGs or committees that are in the process of designing a tri-fold. Several handouts were updated as to our new logo and current information.

Website Review/Revise Report: Mark Davis/Chris Knotts

The committee reviewed the input from staff that submitted the 1st draft of the survey. A couple of changes were made and draft two is ready for final input. When we meet at our May meeting we will finalize the survey and be ready to send

it out to our membership. We would like to be able to randomly select four members to receive an Amazon $25 electronic gift certificate to entice members to complete the survey. Is this something we can do? If so, what budget should it be taken from? Since the 2023 Club Survey hasn't been released yet, we will wait at least a month after it is released to send our survey out this summer. Amazon card expenditure was approved.

Here is a link to the 2nd draft: https://forms.gle/MahbHgaDnnvARFsY6. Please consider taking two minutes to complete and send Mark final suggestions at davismarkt@gmail.com. To see how the information will be sorted on the Google Sheet, here is a "View Only" link: https://tinyurl.com/2xvsya66.

Old Business

Work is continuing on the article for the October 2023 edition of SunSations.

New Business

It was recently brought to our attention that not all of the monitors are aware of the Genealogy help book at the monitor's desk. It is stuck in the corner with the monitor's handbook. The monitors also don't know where the scanning/digitizing instructions are. How about moving the display case to the right (up against the wall) and putting bookends on the other side? That would make the instruction books more visible, and have room for a binder with the scanning/digitizing instructions.

Motion to adjourn the meeting by Mark Davis, second by John Meeker. Meeting adjourned at 2:36 p.m.

Next Board meeting is at 1:00 p.m. on May 23, 2023.

Respectfully submitted:

Kathleen Baine
Secretary