SCHHCC STAFF/BOARD MEETING
May 23, 2023 at 1:00 p.m., Hidden Cypress

In attendance: Brian Osgood, Kathleen Baine, Sherry Conrad, Joanne Connell, John Meeker, Susan Dobbs, Jim Bowden, Jerry Jeffrey, Mark Davis, Honey Burt, Dennis Shea, Bill Altman, Noah Rosenstein, Tom Lovelidge, Catherine Tracy

President's Remarks: Brian Osgood
Welcome to the May staff meeting. I'm sorry about the confusion caused by this meeting not being on the main calendar. I'm not sure how it happened but the Staff meeting left the calendar for the rest of the year, but the General Meetings stayed on for the summer. We're working on it.

The club scheduled events are slowing down now that we are moving into summer. I'd like to thank all of our SIG and committee chairs for all of their efforts this past year. Your efforts are appreciated by our members. Of course I also need to remind everyone that the fall season starts in 3 months.

Now let's get started.

Secretary's Report: Kathleen Baine.
We need a motion to approve minutes of April 25, 2023. Motion made by Mark Davis seconded by John Meeker. Motion approved by all.

Treasurer's Report: Tom Lovelidge

May opening balance was $51,204.53.During the month we had revenues of

$1,778.46 attributable to receipts for membership dues of $640.00, class payments of $785.00 and open room cash sales of $353.46. We had expenses of $112.83.The resulting balance at May 16,2023 was $52,870.16

Sun City Hilton Head Treasurer's Report for May 2023

SUBJECT	Jan 2023	Feb. 2023	Mar 2023	Apr. 2023	May 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	$47,720.12	$53,575.40	$51,204.53	$29,039.81	$36,670.00	
Income								
Membership Dues -2022						$ -		$14,920.00
Membership Dues - 2023	$2,725.00	$595.00	$3,540.00	$825.00	$640.00	$8,325.00	$21,250.00	$1,995.00
Education Classes	$200.00	$1,995.00	$180.00	$605.00	$785.00	$3,765.00	$3,168.00	-$597.00
Open Room Cash Sales	$113.00	$320.68	$220.71	$117.46	$353.46	$1,125.31	$1,500.00	$374.69
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	$3,940.71	$1,547.46	$1,778.46	$34,417.01	$29,918.00	-$509.01
Expense								
General & Administrative Expenses							$8,820.00	
Administrative	$146.02			$28.72		$174.74	$1,250.00	$1,075.26
Volunteer Reconition	$777.69			$2,713.77		$3,491.46	$5,000.00	$1,508.54
Programs						$ -	$1,750.00	$1,750.00
Social Events	$4,127.80	$191.22	-$3,465.00			$854.02	$5,500.00	$4,645.98
Club Fair						$ -	$300.00	$300.00
Public Relations						$ -	$1,270.00	$1,270.00
Education Expenses						$ -	$700.00	$700.00
Facilities Expenses	$731.32	$2,456.03	$1,469.54	$1,093.75	$62.83	$5,813.47		
Hardware	$202.02	$1,066.64	$307.39	$93.24		$1,669.29	$3,800.00	$2,130.71
Printing Supplies	$278.42		$1,162.15	$188.81		$1,629.38	$4,000.00	$2,370.62
Software & Software Subscriptions	$11.12	$22.98			$23.83	$57.93	$1,500.00	$1,442.07

Other		$243.52		$303.15		$546.67	$400.00	-$146.67
Furniture						$ -		$0.00
Networking						$ -		$0.00
Website Maintenance	$239.76			$508.55	$39.00	$787.31		-$787.31
Sales & Use Taxes						$ -		$0.00
Capital Expenses		$1,122.89				$1,122.89	$17,150.00	$17,150.00
SIG Expenses								
Apple						$ -	$600.00	$600.00
Genealogy	$39.99		$80.89			$120.88	$4,810.00	$4,810.00
CCH				$82.09	$50.00	$132.09	$500.00	$367.91
Skywatchers						$ -		
Microsoft						$ -	$600.00	$600.00
TOTAL EXPENSES	$5,822.82	$2,647.25	-$1,914.57	$3,918.33	$112.83	$10,586.66	$49,130.00	$39,787.11
Ending Balance	$47,456.69	$47,720.12	$53,575.40	$51,204.53	$52,870.16	$52,870.16		
CERT OF DEPOSIT BALANCE	$ -	$ -	$ -	$ -	$ -	$ -		
TOTAL ASSETS	$47,456.69	$47,720.12	$53,575.40	$51,204.53	$52,870.16	$52,870.16		

Accts Rec CAM	February							
	March							
	April	$1,140.00						

Social Committee:

SIG Reports

Apple: Noah Rosenstein/Toni Valenstein
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Genealogy: Jim Bowden/Susan Dobbs
The next Genealogy SIG meeting will be on September 6th. Help Sessions on the 2nd and 4th Wednesday nights from 6:30 - 8:30 pm will continue through the summer. Susan taught an Introduction to Genealogy class yesterday. This program was recorded using OBS software. It was an easy software recording product. Hopefully, we all can use it in the future.

Computer Club Hour: Bill Altman
The CCH is on hiatus and will resume its meetings in October on alternate Fridays at 10:00 am. Watch for announcements in your email.

Microsoft: Dennis Shea/Maureen Kilcoyne
The Microsoft Word class was canceled due to low interest and a lack of CA helpers. Maureen will offer the class again this fall. *Note: Kathleen Baine offered to assist with class. When I arrived at the Computer Club to help with the class, no*

one had told me it was canceled.

The Microsoft Tips newsletter will not be published for June 5, 2023, and possibly June 12, 2023. Maureen will be vacationing out of the country.

The DigiScan project has provided invites to 2023 members prior to May 1, 2023. The demand for Help remains high. This milestone positions us to move forward to introduce presentation options for the scanned assets.

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. The total cost will be $14.00. Once completed by facilities, we will commence to taking members to new levels of what can be accomplished at the computer club with what they have completed thus far.

We are anticipating facilities to include our Help documents in the browser favorites bar on club units. This would provide a quick and easy way for Monitors to help get an inquisitive member on the fast track to discovery.

The 1st and 3rd Tuesday Help sessions remain lacking in Open Room calendar support. It is our hope that we put the restricted pandemic hours of operation, 10:00-4:00 p.m., behind us and open the club for evening use. Historic hours were 8:00-10:00 p.m.

(President's note: Dennis would not accept no as an answer to being allowed into the club until 10:00 p.m., nightly. Continued arguing. We finally talked over him and continued on to the next agenda item. He was visibly upset, but was quiet.)

Our request for moderator access to the club's list server has been denied.

Skywatchers: Jerry Jeffrey
No May meeting, in fact no meeting scheduled for May through August. We have a final draft of the advertisement/info card done with the help of the Microsoft SIG in particular Dennis and Maureen. Thanks to Dennis and Maureen.

Standing Committee Reports

Education: Mark Davis

During the month of May we will have provided seven classes with a total of 89 members paying by CAM Card. Approximately another 11 were walk-in and paid $5 each in cash to the monitor. Instructors are given the option to allow or not allow walk-ins depending on seating after all registered members have been seated. The approximate income for the month of May is $500 with $445 occurring through CAM. Class for May will end this Thursday. As in the past, we will take the month of June off as a respite and begin our Free Summer Lecture Series the week of July 10th. The Summer Lecture Series may occur in the Classroom or by Video Conferencing like Zoom. This will be the instructor's choice. The Summer Lecture Series will end on or before Wednesday, August 30.

During the Winter/Spring semester, approximately 530 attendees participated in our classes for a total of $2,650. We offered 44 classes between January and May. We averaged 12 students per class.

Recruiting of instructors and classes for the Summer Program will begin the week of June 19.

Facilities: Brian Osgood

The club AC has failed five times this spring. We now have an INKBIRD remote temperature sensor that will track and record the temperature and humidity in the room. It can also alert if preset limits are crossed. It will help us get work tickets submitted faster.

The rack for tri-fold brochures is installed and is getting filled up with fliers. We have a ream of 28lb paper in the supply closet (along with a furniture slider for helping to fold them).

When we had our meeting last week, I analyzed the member survey results that had been received and it was almost evenly split between Windows 10 and Windows 11 users. More on this below. We will be converting most of the PCs in

the classroom over to Windows 11 this summer. We will convert about half of the PCs in the Open Room over to Windows 11.

We discussed the benefits of being able to record classes and decided to install a basic AV system. Not all classes will be recorded. We will also put together an AV Team to run the system. Use of the AV equipment will be restricted to the AV team. I have been using my personal equipment to record General Meetings and CCH presentations for a little over a year. We are also going to get enough equipment that the AV Team will be able to do this recording. How and where the recordings will be posted will be determined during the Website revision effort.

Membership: Stu Mace
During the past 30 days, 49 individuals joined the Computer Club for the first time or renewed their memberships. Of those, nine were renewals and 40 were new members. Total membership is now 2924.

A welcoming letter that describes the services and opportunities offered by the Computer Club was developed in April and is now being sent automatically to all new and renewing members as they register through the membership form. The letter has recently been amended to reflect changes and additions suggested by board and staff members. Copies of the latest version of the welcome letter are available at the May staff meeting.

Monitors: Bertha Fudgen
We continue to have good response from the monitor volunteers. The room is open about 80% of the time with know monitor support. I cannot track how much it is open because a trained monitor was in the room to keep it open when there was no monitor volunteer.

Programs: Bill Altman
The Programs Committee met this past week and developed the programs for 2023-24. Assignments have been made and speakers are being identified. The first speaker will discuss Hurricane Preparedness on September 21.

Publicity/Communication: Bonnie Potter/Mark Davis
We have completed several tri-fold brochures for SIGs, Committees and

Volunteer recruitment. The "At a Glance" sheet has been redesigned as a tri-fold and is in the draft stage waiting for approval. We are happy to work with any SIG or Committee that is interested in assistance to create a brochure, just email us.

Website Review/Revise Report: Mark Davis/Chris Knotts

Our last meeting was on May 8, 2023. We determined that we will send our survey out to the membership in late September. As an incentive to complete the survey, we selected four members to each receive one $25 Amazon Gift Certificate. We also reviewed the Sun City Theatre Website and the Sun City Central Florida Computer Club website for ideas on ways to redesign our website. We established a brainstorming Google Doc to use for ideas of items each member of the committee feels is important to have access on a future redesign of our website. We will discuss this information in our next meeting that will occur on Monday, June 19, 2023 at 1:00 p.m., through Zoom.

Old Business

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

New Business

Annual Member Survey

The survey results are in. We had 615 survey responses after removing duplicates. We will be analyzing the results over the next few days. I do want to add the warning that I looked at the Windows 10/11 results letting Google analyze that column. With 320 survey results, Google said that I had 220 submissions with Windows 11 only and 210 submissions with Windows 10 only. The math doesn't work. When I counted the rows later we had 371 responses with 17 people who admit to using Windows 8 or earlier, 132 are using Windows 10, 124 are using Windows 11 and 119 didn't answer the question. I didn't count the ones using both.

We do need to draw the gift card winners:

      2-100 is # 76 - John Haller:
      101-200 is # 142 - Judy Cote
      201-300 is # 203 - Barbara Scott

301-400 is # 366 - Judith Linskey
401-500 is # 492 - Donna Stephen
501-615 is # 513 - Jean Grayson

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 June 27, 2023.

Respectfully submitted:

Kathleen Baine
Secretary