In attendance: Carol Treanor, Robin Seaver, Catherine Tracy, Wes Reutter, Debbie Dennis, Richard McCollum, Bonnie Potter, Honey Burt, Chuck Cameron, Mark Davis, Norma Stewart, Bob Herzog and Jim Bowden

President's Remarks: Mark Davis

What a beautiful afternoon to be spending indoors! Thank you all for coming. It is my pleasure to announce that Catherine Tracy is our March Volunteer of the Month as she was selected by the Education Chair, Robin Seaver, prior to stepping down from her position. Catherine will be presented with the Volunteer of the month Certificate and tumbler at the March Membership Meeting scheduled for March 15, if it occurs. Otherwise the presentation will occur at the Apple SIG on March 19. Congratulation Catherine, this honor is well deserved.

At the first Facilities Maintenance day on February 19 Wes Reutter joined those of the facilities committee in attendance to discuss his request for changes in the Open Room. Since that date there have been rumors regarding this plan. Under the Facilities report we will hear about Wes's request and the current changes that have been made. There is no plan to completely redesign this area.

Secretary's Report: Norma Stewart   No minutes are available for approval.

Treasurer's Report: Carol Treanor

This month we added income of $1,962 from dues ($1075), class fees ($678) and printing fees ($259). $997 was spent by Facilities ($691), Genealogy ($125) and Administration ($180) leaving a checking account balance of $37,846. In addition, our CD of $20,943 rolled over on 2/18 for another 6 months giving us total assets of $58,789.

Social Committee Chair's Report: Patricia Lindvall
- Our Volunteer Party is scheduled for May 9th, 2018 in the Pavilion, Sun City, 4:30pm - 6:30pm.

- ○ The Computer Club is scheduled for the Pavilion 3:00pm-7:00pm. Chartwells will be catering our party.
    - ■ BBQ Buffet including desserts and beverages, including beer and wine.
    - ■ Jack Frost will be serving ice cream and we will have Music by Dr Paul.
- At the KK get together 3/16, 9:00 am, we will be serving Coffee, Cake, etc.

SIG Reports

Apple: Catherine Tracy/Noah Rosenstein/Toni Valenstein
Our numbers in the ISLC continue to grow. Our February SIG featured Noah presenting both the iPhone X and the Home Pod speaker. Next month we will have a Tips and Tricks sessions with a group of presenters. In addition we continue to have outstanding and continued support from Mac Users for our Help sessions. The recent survey has yielded several new helpers.

Genealogy: Jim Bowden/Bob Herzog
- One of our goals is to set up weekly help sessions for Ancestry, Family Tree Maker and other software products.
- Heritage Library has offered to teach a few of us - Family Tree Maker so we can have classes for our members plus have more knowledge for weekly help sessions.

Komputer Klatch: Debbie Dennis/Dan McGuire
Below is a link to sign up for helping out with KK presentations. We are looking for volunteers to help with presenting, finding topics and speakers, and hosting. Sign up for date if you want to help.

https://goo.gl/u1LLHz

Microsoft: Marge Simms/Dennis Shea/Maureen Kilcoyne
OneNote program on Feb 14 was a success and we had our first OneNote class on Feb 21. Students seemed to get a lot out it. We will try for a 2nd class in March. Our March 14 program at Hidden Cypress will be Bill Altman's presentation Backing Up Your Computer: Why and How

Skywatchers: Jerry Jeffrey
The 13 February meeting was attended by 50 computer club members and 1 invited non-member. The subject was "The Case for We are Alone in the Milky

Way Galaxy." The discussion was very lively as are most of the meetings when we touch on the subject of aliens. At our next meeting on 13 March we will discuss "The Case for We are Not Alone in the Milky Way Galaxy."

Standing Committee Reports

Education: Debbie Dennis

February classes
- 308 out of 355 seats sold (87%)

March classes
- 23 Classes Scheduled-Just a couple classes the week after Easter
- 198 out of 318 seats sold (63%) Still Early

April Classes-Started Scheduling Already
- **Last Classes Until Summer Lectures Starts Middle of June**
- Include May Classes with April sales (until Volunteer Party on May 9th)
- April first sales will be 3/16 @ 1pm in *Open Room*
    - Kudos to Bonnie on new Signage for Classes
    - Orientation for Members on March 6th 10-Noon
    - Informational/Orientation for Potential CAs on March 13th-Waiting for Judy to return to finalize

Facilities: Honey Burt

Licenses paid for by the Computer Club should go on Club owned equipment. No Club software should be placed on personal computers.

Old Business
1. Had a Mac Failure and a new Mac mini was purchased for the Teacher Station
2. Our 5 yr old Printer in the Open room had a major failure, and a Multifunction Brother Color Printer has been purchased and was placed in service last weekend.

NEW Business
1. **A suggestion was made to get a White Board to help with our ever busy HELP Sessions.**
    a. Chuck has designed a Google form for those coming in for help that will be transferred to a spreadsheet that will be viewed on the main screen in the classroom in columns labeled for type of help

requested. There will be an icon on the instructors monitor to bring up the Google Sheet on the Projector screen. It will be a work in progress

2. **Should all computers in Open room be the same..??** Facilities discussed and determined it would require more licenses than we currently have. Therefore, Open Room computer's will remain as they are with labels indicated what is on each computer.

3. **Suggestion was made:** Would we consider closing OPEN ROOM on Tuesdays and Thursday from 9:45 am to 12:00pm   it would help our very popular "Help Sessions" At present nothing will change. We will ask that helpers help individuals in the first positions of each row toward the Door/Monitor Desk end. When summer Lectures begin we are requesting that education not schedule Tuesday and Thursday mornings. This way help could occur in the Classroom on these days.

4. **We have a suggestion for new keyboards** .. Larger Keys and backlit or White Keys: **included in #7**

5. **Club use of Old TV:** Would like to put it in the front window with scrolling screen with information. Need to find software that can be updated from a location outside of the Computer Center, and a volunteer to run it.

6. **Installing Office 365 on Surface Book: This can only be done by Chuck when it is left in the Filing Cabinet where all equipment is stored.. Is it there..?**

7. **Facilities at this time recommends Purchase of new computers for Classroom**... replacing all of the current Alienware computers with i5 PCs as we have currently experienced over a 30% failure rate. No more than 500 GIG of memory. We will also be looking

8. **into keyboards** for visually impaired individuals. We have purchased 3.

9. **Follow up on our Maintenance day, Monday Feb 19th:** We began working with Wes Reutter on a redesign of Open Room. **We will be looking for someone with experience in CAD Design to develop digital view of room design.** There is a 2k budget to spend on refurb. Any dollars spent beyond that will need Board approval. The current Row of Computer Stations will not change, however we will be looking into dividers for some areas, as well as a taller wall between the center rows with a shelf at the top for individuals to place items they bring in with

them like a purse. Monitor area will be totally redesigned for better use of space. We will be cleaning out bookshelves to improve the appearance of the Open Room and consider having all supplies and books behind closed doors. As one of the first steps the bulletin board has been removed.

We have a new IT person at CAM, Thomas Weber: he has not responded to our emails, but we will keep trying..

10. **New sign-in App from Chuck** , is a discussion item.   Facilities would like to move forward, **ASAP**, after discussion at this Staff Meeting.   The new Access Program uses our current membership list. If, once a member signs in, program says "welcome,"; if not a member signs in, program says "please see the monitor."   We will not be able to use the tap in for our CAM cards.

Next Meeting date
Tuesday, March 20, 5 pm in Classroom
Next Maintenance Day, March 26th at 3:15 in classroom

Membership: Brian Gilroy
Current membership is **2,852.**

Monitors: Wes Reutter
- To date the monitors have volunteered 268 hours of service.
- We currently have several more people who would like training than we have trainers with the time to respond.

Programs: Mark Davis - Organizer of Essential Meetings Only
A number of suggestions for the March Membership Meeting have been provided to me. However, without a Program committee all non-essential meetings will be cancelled unless we have one or more volunteers that step forward to organize these meetings. At the beginning of March I will be putting out a memo to the membership on this topic to explain the cancellation of these meetings - beginning with the March 15 Membership Meeting. Debbie is working with Wes and Jerry on a Safety presentation for this meeting. Will let me know by March 5th

Publicity/Communication: Bonnie Potter
- Thanks to the Decor Committee who "hung" the Help Sessions peel and stick

poster in the Classroom to inform the members of the Help days and times. Another Help poster has been ordered for the Open Room.

- A flyer was created and placed in our Computer Club window with the March Classes offered this month. It is organized by areas of interest, directing the reader to the club webpage.
- I would like to request additional space in the window to display future Club programs, class information materials and member recruitment flyers.
- We had an outstanding VOM for February, Nancy Austin nominated by Catherine Tracy. Thanks, Catherine. Nancy was presented her certificate and tumbler at the February meeting. Thanks to Mark's promotion, 130 members followed the article on Nancy so far this month.

Interior Decor: Maureen Kilcoyne, Niki Nichole
- Easel was purchased to display Computer Club sign upright in Club window.
- Classroom door sign was purchased and affixed to exterior of Classroom door.
- Help Hours sign was affixed to Classroom wall near exit. Another sign will be ordered for Open Room.
- Surfboards have been added to Open Room wall. Banner has been made and hung alongside to remind users to "Surf Safely".

Old Business

1. Website Stats and Speed: Bonnie Potter - The website had 1019 visitors for February.
2. Committee for By-law Review: Debbie Dennis - A new person was announced today via Lifestyle Newsletter. Will send to her and schedule a meeting ASAP
3. Update regarding Club sign-in: Chuck Cameron - see above
4. LC - Two Factor Verification, are we at 100% usage? - Check with Chris
5. Request by CAM Human Relations for use of Classroom for inservice staff regarding Excel - Bill Curran has agreed to teach part 1 and part 2 - Allow on Friday mornings between 8 and 10 a.m

New Business

A reminder from the President: When the clock strikes 2:30 p.m., the meeting will be adjourned. Items not discussed will move up in priority for the next scheduled staff meeting.

1. Report of Ad Hoc Committee on Internet Safety - Wes Reutter

2. Report of 2018 Survey findings - Catherine Tracy will present at next meeting
3. Recommendation of Debbie Dennis as the replacement for Robin Seaver, Elected Member-at-Large her departure from SCHH at the end of March.
4. Appointment of Bud Brooks as the Computer Club Webmaster.
5. Housing of SIG equipment when not in use, and Sign Out/Sign In procedure
   a. New Electronic Form replacing paper process to be located on Instructor's Station Monitor: https://goo.gl/forms/s5L9kFxyB9ihAeXK2 additionally, Mark will be working with Bud to place this URL on the Computer Club Website to make it more accessible.

Any additions from other Staff Members

Meeting adjourned at 2:33 p.m.

Next Board meeting is Tuesday, March 27, 2018 at 1:00 pm at Hidden Cypress.

Respectfully submitted:

Norma Stewart
Secretary

Treasurer's Report as of 2/26/18

SUBJECT	Jan 2018	Feb. 2018	YTD Actual	Annual Budget	VAR
South State Bank Checking Account					
Opening Balance	$ 33,136.58	$ 36,881.31	$ 33,136.58		
Income					
Membership Dues -2018	$ 2,040.00	$ 1,010.00	$ 3,050.00	$ 6,720.00	$3,670.00
Membership Dues - 2019			$ -		
Education Classes		$ 678.38	$ 678.38	$ 8,000.00	$7,321.62
Printing Fees	$ 80.19	$ 258.97	$ 339.16	$ 1,698.12	$1,358.96
Sales Tax Collected (printing)	$ 4.81	$ 15.53	$ 20.34	$ 101.88	$81.54
Other	$ 3,474.00		$ 3,474.00	$ 4,000.00	$526.00
TOTAL INCOME	$ 5,599.00	$ 1,962.88	$ 7,561.88	$ 20,520.00	$12,958.12
Expense					
General & Administrative Expenses					
Administrative	$ 180.65	$ 31.41	$ 212.06	$ 1,350.00	$1,137.94
Programs	$ 59.98	$ 150.00	$ 209.98	$ 2,350.00	$2,140.02
Social Events			$ -	$ 8,300.00	$8,300.00
Club Fair			$ -	$ 300.00	$300.00
Public Relations			$ -	$ 1,500.00	$1,500.00
Education Expenses			$ -	$ 670.00	$670.00
Facilities Expenses			$ 2,304.75	$ 32,700.00	$30,395.25
Hardware	$ 452.98	$ 59.97	$ 512.95	$ 800.00	$287.05
Printing Supplies	$ 145.98	$ 101.73	$ 247.71	$ 2,000.00	$1,752.29
Software & Software Subscriptions			$ -	$ 2,000.00	$2,000.00
Other	$ 34.77	$ 11.44	$ 46.21		
Capital Expenses			$ 1,497.88	$ 27,900.00	$26,402.12
Hardware	$ 979.91	$ 517.97	$ 1,497.88	$ 21,500.00	$20,002.12
Furniture			$ -	$ 2,000.00	$2,000.00
Networking			$ -	$ 1,200.00	$1,200.00
Website Maintenance			$ -	$ 2,500.00	$2,500.00
Sales & Use Taxes			$ -	$ 700.00	$700.00
SIG Expenses					
Apple			$ -	$ 600.00	$600.00
Geneology		$ 124.95	$ 124.95	$ 4,625.00	$4,500.05
KK			$ -	$ 400.00	$400.00
Skywatchers			$ -		
Microsoft			$ -	$ 250.00	$250.00
TOTAL EXPENSES	$ 1,854.27	$ 997.47	$ 2,851.74	$ 53,045.00	$ 50,239.47
Ending Balance	$ 36,881.31	$ 37,846.72	$ 37,846.72		
CERT OF DEPOSIT BALANCE	$ 20,932.50	$ 20,932.50	$ 20,932.50		
TOTAL ASSETS	$ 57,813.81	$ 58,779.22	$ 58,779.22		
CAM Accts Rec	$ 1,200.00	$ 1,075.00			