In attendance: Carol Treanor, Bob Herzog, Jerry Jeffrey, Catherine Tracy, Robin Seaver, Debbie Dennis, Pat Lindvall, Niki Nichole, Maureen Kilcoyne, Dennis Shea, Brian Gilroy, Honey Burt, Mark Davis, Chuck Cameron and Norma Stewart

President's Remarks: Mark Davis

Good Afternoon it's good to see you all here at the beginning of a new year. I am saddened to begin our meeting with the news that Don Cotnoir has passed away. I received a phone call this morning from Ray Attreed indicating that there will be a memorial service for him at Saint Gregory the Great tomorrow, Wednesday, at 10 AM. As a club we are greatly indebted to Don for his years of service recycling equipment for our members and the club to local schools. Don will be greatly missed.

On a happier note congratulations to our Education Team for their selection as January's Volunteers of the Month. Our instructors and CA provided an outstanding educational program for our members. The work or the Education Committee headed by Robin Seaver does a wonderful job of determining classes that are needed, finding folks to provide instruction, and scheduling classes. Additionally our coordinator of CAs, Judy Raney, does an outstanding job of covering our classes with Class Assistance. Kudos to our Educational Team.

As we are moving into this new year I would like to continue or focus on providing as many services as possibly to our members. To that end I believe I would like our Facilities Committee to focus on the equipment in the Open Room and its placement for use. With more help sessions being combined with our members coming in to do personal work I believe it's time to give our Open Room more attention in 2018.

As we were concluding 2017 a request was made to purchase a 65" 4K Samsung TV for the classroom. There was a meeting of the Facilities Committee on Dec. 28 and request was approved. On Dec. 29 I called for an electronic motion from

the Elected Board members and it occurred with a second. This was followed by a request for Discussion and there was none. I called for an electronic vote and it was unanimous to make the purchase. On Dec. 30 the TV was purchased at Best Buy. With that let's move on to the secretary' report. It's all yours Norma.

Secretary's Report: Norma Stewart

Acceptance of Staff Meeting minutes of November 28, 2017 - Approved without additions or corrections.

Treasurer's Report: Carol Treanor

The proposed budget for 2018 was approved at the membership meeting on 1/18/18. I have attached the full year financials which have been posted on the website. In addition,attached is the activity so far this month which consisted of the receipt of dues and holiday party fees from CAM for $5259 and the purchase of a Mini Mac for the instructors station for $979.91. This report is set up by budget category rather than the expense categories we used last year, this should let individuals responsible for budget lines to better manage their budgets.

Social Committee Chair's Report: Pat Lindvall

Our 2018 Volunteer Party is scheduled for Friday, May 4th, 4:30 - 6:30 pm. (We have the Pavilion 3:00 - 7:00 pm) Should I schedule Dr Paul for music and Jack Frost Ice Cream? I will ask Chartwells and Jameson's for a proposal for the BBQ Buffet. Should we include wine and beer, or should we purchase our own?

SIG Reports

Apple: Catherine Tracy/Noah Rosenstein/Toni Valenstein

Our January SIG was a first and featured Apple Educator David A. Cox live from Cape Cod. We are pleased to report that the equipment in Hidden Cypress worked and Facetime not only projected David but he was able to see the audience and field questions from them without intervention by the monitor, Mark Davis. We expanded our 100 seat chair request and most of the extra seats were filled. This type of presenter opens a new world for us. David's Q & A format was exceptional. Next month Noah will discuss his iPhone X.

Genealogy: Jim Bowden/Bob Herzog

Komputer Klatch: Dan McGuire/Robin Seaver

Great turnout for Jack Wilfore of HHICC for his presentation on Sharing Photo Memories with Family and Friends. This week is our Annual Gadget Swap. Next week is cancelled because of Double Vision. Feb. 9 will be Bill Altman to talk about the Hows and Whys of Backing Up. While he will present from a PC, the concepts will hold true for Mac computers also.

Microsoft: Marge Simms/Dennis Shea/Maureen Kilcoyne

The comparison of word processing apps presented by Debbie Dennis at our January meeting was well attended and appreciated by all. Our February 14 meeting topic is OneNote which is a Microsoft Windows app as well as an Office program presented by Margery Simms.

Skywatchers: Jerry Jeffrey

The January meeting, Subject: The Great Scopes [of the world] was well attended (32 folks were present). The February meeting will be "The Case For We Are Alone in the Universe". The March meeting will be "The Case For We Are Not Alone in the Universe." Attendance seems to have fallen off over the last two months, reason unknown. We are researching astronomical apps as a subject for a future meeting.

Standing Committee Reports

Education: Robin Seaver

Classes started yesterday with 16 classes scheduled for the rest of January. As of 1/21 200 tickets of 249 or or 81% have been sold with no class cancellations. We started selling February classes 1/19. There are 20 classes scheduled with 163 tickets of 346 or 48% have been sold. We're starting to schedule March classes now and they will go on sale starting 2/16.

Facilities: Honey Burt
Quick recap of New Purchases/Old Business

- 3 New Dell Computers for Open Room
- 2 HP Computers were purchased for Classroom
- New Document Camera
- New Multi-function Printer/Scanner - Open Room
- New 65" TV in classroom for Education
- Replaced 9 Monitors in Classroom
- Replaced 1 Monitor in Open Room
- Purchased Genealogy Software Update
- Purchased Epson V800 Scanne
- Purchased 6 computer mice
- Purchased 6 Headphones
- Purchased 2 Apple TVs
- Purchased 2 USB external drives for backup purposes
- A new Mac mini was purchased for Classroom Teacher Station, due to failure

Also:
- **All Macs/Minis were updated - Thank you Noah**
- **All Window Machines were updated- Thank you Chuck Cameran and Jeff Glazer**

New Business:

Maintenance Days for Computer Club Center were scheduled for February 19 at 3:15 pm and also for March 26 at 3:15 pm Computer Center will be closed during that time, (Keyboards and Monitors will be cleaned during that time).

We are having problems with Internet, but were told that Ryan Becker, our IT person will no longer be with us after the end of the month. At present he has NOT responded to our problems. An attempt to find out if he will be replaced is underway.

We had several requests from Wes Reuter, our Monitor guru, and will discuss with him our results/findings.

We are working on a NEW and IMPROVED sign in system, which will give US/Computer Club, the knowledge that who signs in, is actually a member of our computer club...and not just a member living in our community...(Jonas Database) Hopefully by March 1st.

New Color Printer for Open Room..???

Membership: Brian Gilroy

Approximately 2,700 members for 2018 currently & 1,400 members from 2017 that have not renewed.

Monitors: Wes Reutter
No Report

Programs: Mark Davis
Chris Knotts provided a very educational and interesting report during our January meeting. We had a full house which was needed for the acceptance of our 2018 Budget. A major Thank You to Chris for a Job well done. In February Adam Farver, Computer Lab Instructor for the Beaufort Library - Bluffton will provide information the the various services provided in this lab, including 3D printing. At present we have had only one person come forward to serve on a Program Committee. If this number does not increase the March and September programs will be canceled. I'll be putting out another call to the membership for assistance in the next week. If no one steps forward I will take care of the essential months requiring programs for October & November of 2018 and January of 2019.

Publicity/Communication: Bonnie Potter
Thanks to additional email promotions by Mark and Robin, we have a record breaking number of views on the Volunteer of the Month webpage...more than 300 for the Education Team! We hope this will continue in the future. Any email where you direct our members to the webpage is appreciated. Remember, we request you use the **SunCityCC.org** format for consistency and recognition.

Thank you to all the SIGs and Committee Chairs who staffed a table at the Club meeting last week and Debbie Dennis who provided membership information at the welcome table. We saw many new and returning Club members who took advantage of the opportunity speak with representatives and to sign up.

General Meeting, Help and Education Class Information is now posted in the Computer Club window to promote our programs.

Interior Decor: Maureen Kilcoyne, Niki Nichole
Additional decorating materials have been delivered, moved to the Classroom closet, and inventoried. Placement of each was assessed prior to hanging. Hanging of quotation decal will be postponed until new TV is positioned in

classroom for optimum display.

Old Business

1. **Website Stats & Speed: Bonnie Potter - Update**
2. **Committee for By-law Review: Debbie Dennis - Nothing to report today. Hopefully by next meeting.**
3. **Update regarding Club Sign-in: Chuck Cameron - Update**
4. **LC - Two Factor Verification? Update - Mark & Brian**
5. December Meeting?? Special early meeting of Board Members in January??
a. 2018 Budget approval by Board - Jan. 4, 2017 at 1 PM in the Classroom
6. Website Speed - any issues?
7. All classes are scheduled through Education Chair and place on the Calendar.
8. To Badge or Not to Badge, that is the question? No
9. Email address of members provided to SIG Chairs and/or Monitors? Yes
10. Use Pinckney Hall showcase in either July or August of 2018? No
11. Change name of General Membership Meeting to Business Meeting with … Program - No

New Business

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

1. Request for donated equipment by member - Richard Dodmead:
    a. First, if a club member (anyone really) has a working laptop computer that they want to donate to a worthy cause, I can remove their personal data, rebuild it and donate it to the Child Abuse Prevention Association (CAPA) in Beaufort. So long as I get their name and address, they will get a receipt for their charitable contribution.
    b. The second is that I am looking for practice objects to use in maintaining my data recovery and forensics processing skills. If any club members have any old hard drives that they want cleaned up, I would practice my craft (forensically processing it) and then I would wipe it for them or render it unreadable, whichever is their preference.
   Decision: Voted to remove Request

2. Request by CAM Human Relations for use of Classroom to inservice staff regarding Excel - Bill Curran has agreed to teach a part 1 and part 2. Decision: 8 am - 10 am will be offered to HR for classes with Bill

Meeting adjourned at: 2:25 pm

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

Respectfully submitted:

Norma Stewart
Secretary

Financials as of 1/23/18

Link to Website Report: https://goo.gl/55XUsh

SUBJECT	Jan 2018	YTD Actual	Annual Budget	VAR
South State Bank Checking Account				
Opening Balance	$ 33,136.58	$ 33,136.58		
Income				
Membership Dues -2018	$ 1,785.00	$ 1,785.00	$ 6,720.00	$4,935.00
Membership Dues - 2019		$ -		
Education Classes		$ -	$ 8,000.00	$8,000.00
Printing Fees		$ -	$ 1,698.12	$1,698.12
Sales Tax Collected (printing)		$ -	$ 101.88	$101.88
Other	$ 3,474.00	$ 3,474.00	$ 4,000.00	$526.00
TOTAL INCOME	$ 5,259.00	$ 5,259.00	$ 20,520.00	$15,261.00
Expense				
General & Administrative Expenses				
Administrative		$ -	$ 1,350.00	$1,350.00
Programs		$ -	$ 2,350.00	$2,350.00
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		$ -	$ 32,700.00	$32,700.00
Hardware			$ 800.00	$800.00
Printing Supplies		$ -	$ 2,000.00	$2,000.00
Software & Software Subscriptions		$ -	$ 2,000.00	$2,000.00
Capital Expenses		$ -	$ 27,900.00	$27,900.00
Hardware	$ 979.91	$ 979.91	$ 21,500.00	$20,520.09
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		$ -	$ 4,625.00	$4,625.00
KK		$ -	$ 400.00	$400.00
Skywatchers		$ -		
Microsoft		$ -	$ 250.00	$250.00
TOTAL EXPENSES	$ 979.91	$ 979.91	$ 53,045.00	$ 52,065.09
Ending Balance	$ 37,415.67	$ 37,415.67		
CERT OF DEPOSIT BALANCE	$ 20,932.50	$ 20,932.50		
TOTAL ASSETS	$ 58,348.17	$ 58,348.17		
CAM Accts Rec				

Full year 2017

Link to Website Report: https://goo.gl/cAcUXh

SUBJECT	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	June 2017	July 2017	Aug 2017	Sept 2017	Oct 2017	Nov 2017	Dec 2017	YTD Actual	Annual Budget	VAR
South State Bank Checking Account															
Opening Balance	$ 26,732.76	$ 28,608.23	$ 29,316.37	$ 32,035.68	$ 33,135.66	$ 30,640.16	$ 31,606.36	$ 25,468.18	$ 24,656.63	$ 23,258.53	$ 21,606.06	$ 24,071.18	$ 26,732.76		
Income															
Investment Interest													$ -	$ 10.00	$10.00
Membership Dues 2017	$ 2,000.00	$ 1,260.00	$ 2,532.00	$ 240.00	$ 640.00	$ 180.00	$ 400.00	$ 400.00	$ 444.00	$ -		$ 63.25	$ 8,262.00	$ 24,500.00	-$22,637.00
Membership Dues - 2016									$ 120.00	$ 960.00	$ 7,200.00	$ 110,263.00	$ 116,760.00		$116,760.00
Badge Fees			$ 132.00										$ 132.00	$ 250.00	$118.00
Education Classes			$ 2,207.20	$ 1,260.70	$ 782.46				$ 20.00	$ 326.01	$ 1,248.00	$ 960.00	$ 7,462.49	$ 10,000.00	$2,537.51
Printing Fees	$ 90.23	$ 270.38	$ 172.66	$ 172.36	$ 74.66	$ 123.56	$ 249.99	$ 98.12	$ 101.61	$ 68.55	$ 329.26	$ 203.31	$ 1,966.21	$ 1,606.12	-$361.09
Sales Tax Collected (printing)	$ 5.77	$ 16.22	$ 10.36	$ 10.41	$ 4.44	$ 7.43	$ 14.36	$ 5.88	$ 7.89	$ 4.65	$ 16.34	$ 12.59	$ 116.79	$ 105.00	-$11.91
Other		$ 2,573.20								$ 426.00			$ 2,997.20	$ 3,200.00	$202.60
TOTAL INCOME	$ 2,101.00	$ 4,119.00	$ 5,046.00	$ 1,714.70	$ 1,031.96	$ 311.60	$ 636.30	$ 34.00	$ 133.50	$ 1,048.51	$ 8,422.91	$ 111,547.00	$ 24,022.01	$ 40,780.00	-$287.81
Expense															
Administration	$ 526.76	$ 121.10	$ 68.46	$ 21.70	$ 179.96						$ 456.27	$ 63.25	$ 1,806.56	$ 1,000.00	-$806.56
Computer Room Catering														$ 1,250.00	$1,250.00
Education	$ 24.00	$ 67.61										$ 31.96	$ 162.45	$ 3,600.00	$3,607.60
Special Events				$ 23.15	$ 1,606.11			$ 50.00		$ 91.45	$ 4,008.36	$ 608.36	$ 6,463.89	$ 6,000.00	$132.11
Hardware	$ 98.73	$ 211.43	$ 34.36	$ 354.36	$ 76.61	$ 96.61		$ 261.17		$ 17.00	$ 1.66		$ 1,223.47	$ 3,400.00	$2,254.33
Intel or Design											$ 166.40		$ 216.00	$ 500.00	$202.72
Misc Other	$ 130.00						$ 56.65	$ 54.00					$ 240.65	$ 625.00	$398.13
Promotion	$ 106.16	$ 94.46	$ 164.26	$ 21.96	$ 42.46			$ 63.86	$ 466.56		$ 27.71	$ 33.29	$ 846.40	$ 1,000.00	$155.76
Printing Supplies	$ 208.96		$ 62.06	$ 132.36				$ 405.10					$ 822.97	$ 2,450.00	$1,387.93
Program			$ 212.96		$ 100.00					$ 162.46			$ 114.01	$ 4,400.00	$4,285.99
Sales & Use Taxes							$ 262.74			$ 209.37		$ 256.36	$ 623.47	$ 100.00	-$363.47
Software		$ 74.19	$ 66.36						$ 269.69		$ 28.96	$ 99.96	$ 604.03	$ 500.00	-$304.03
Subscriptions	$ 68.65		$ 14.33	$ 170.96	$ 78.84	$ 14.99	$ 219.96	$ 219.96	$ 64.94	$ 64.94	$ 64.96	$ 1,125.00	$ 4,802.63	$ 4,400.00	-$402.63
GENERAL EXPENSES	$ 1,296.54	$ 680.31	$ 766.19	$ 634.72	$ 4,147.40	$ 114.90	$ 3,240.96	$ 1,104.15	$ 364.63	$ 1,606.62	$ 5,166.00	$ 2,216.14	$ 20,711.00	$ 20,125.00	$-$411.17
Computer Hardware	$ 526.99		$ 1,296.06				$ 2,503.00		$ 1,604.17	$ 1,436.36	$ 560.00		$ 6,156.36	$ 20,000.00	$13,000.00
Furniture														$ 1,000.00	$1,000.00
Networking													$ -		$0.00
Power Supplies														$ 350.00	$350.00
Projection	$ 2,000.00	$ 132.43	$ 84.10						$ 980.00		$ 260.00	$ 1,160.96	$ 4,698.78	$ 4,000.00	-$626.78
Software									$ 250.00				$ 250.00	$ 6,000.00	$1,750.00
CAPITAL PROJECTS	$ 3,034.99	$ 132.43	$ 1,621.96	$ -	$ -	$ -	$ 2,503.00	$ -	$ 3,004.17	$ 1,436.36	$ 908.22	$ 1,163.96	$ 14,065.16	$ 33,668.00	$19,306.84
TOTAL EXPENSES	$ 4,976.53	$ 720.60	$ 2,336.15	$ 634.75	$ 4,147.40	$ 114.90	$ 6,206.36	$ 1,104.15	$ 2,969.00	$ 2,325.00	$ 6,135.77	$ 3,362.10	$ 35,249.99	$ 64,000.00	$26,951.01
Ending Balance	$ 25,900.23	$ 29,316.37	$ 32,035.68	$ 33,135.66	$ 30,646.16	$ 29,606.26	$ 25,468.18	$ 24,680.03	$ 24,362.33	$ 21,806.04	$ 24,971.18	$ 23,136.08	$ 23,136.08		
CERT OF DEPOSIT BALANCE	$ 20,925.30	$ 20,925.30	$ 20,925.30	$ 20,925.30	$ 20,925.30	$ 20,925.30	$ 20,925.30	$ 20,925.30	$ 20,925.30	$ 20,925.30	$ 20,925.30	$ 20,925.30			
TOTAL ASSETS	$ 46,649.73	$ 30,046.07	$ 53,257.10	$ 54,071.76	$ 51,791.66	$ 39,931.76	$ 46,496.66	$ 43,194.03	$ 43,264.54	$ 43,264.54	$ 45,066.96	$ 24,066.06			
CAN Acct Rec Dues	$ 1,645.00	$ 1,765.00	$ 660.00	$ 160.00	$ 256.00	$ 214.00	$ 230.00	$ 150.00	$ 7,165.00	$ 10,160.00	$ 1,760.00	$ 640.00			