

SCHHCC STAFF MEETING
May 23, 2017, 1:00 p.m.
Coosaw River Rooms - Hidden Cypress

In attendance: Chuck Cameron, Robin Seaver, Catherine Tracy, Pat Lindvall, Honey Burt, Maureen Kilcoyne, Niki Nichole, Bonnie Potter, Carol Treanor, Debbie Dennis, Norma Stewart, Bill Dreyer

President's Remarks: Mark Davis

I would like to open this meeting by thanking Chuck Cameron for overseeing our April meeting and taking charge of the President's responsibilities during my travels in late April through mid May including MCing the Volunteer Party. Thank you Chuck! Congratulations to our Rasmussen Award recipients: Honey Burt and Bill Dreyer. Thank you both for everything you've done through the years for our club! Additionally I would like to thank Pat Lindvall for her work to make the Volunteer Party a great success! Thank you Pat! Also a thank you to the Volunteer Party helpers: Liz Ford, Helen Connors, Mr. and Mrs. Vincent Welch, Marzie Seibert, Mary Lou Kampert, and Carol Malcolm. I apologize for missing anyone else that helped with the event.

At this time I would like Maureen Kilcoyne to stand and be recognized as our Volunteer of the Month for June. Maureen was nominated by Catherine Tracy for her work assisting members during Help Sessions. Maureen your dedication to our club is greatly appreciated! Please accept this Certificate and Tumbler as recognition of your volunteer work for the Computer Club. Thank you for all you do not only helping our members but for your work behind the scenes!

Secretary's Report: Norma Stewart

Acceptance of Staff Meeting minutes of April 25, 2017 are accepted as published.

Treasurer's Report: Carol Treanor

So far this month we took in income of \$1,757 consisting of dues of \$890, class fees of \$793 and printer fees of \$78. The significant expense item was for the Volunteer party for \$3,439. As of yesterday we have cash balances of \$30,035 in the checking account and \$20,921 in a CD for total assets of \$50,956.

Social Committee Chair's Report: Pat Lindvall

The Volunteer Party went very smooth due to a great volunteer team.

Our estimated total cost was \$3630.00.

Our total final cost was \$3439.11

To book the Holiday Party for December needs to be no earlier than June 1st. If we can get Pinkney Hall and have it set up as a Cocktail Party, we can have 400-500 limit.

SIG Reports

Apple: Catherine Tracy/Noah Rosenstein/Toni Valenstein

The Apple Group is looking forward to our June 5th announcement to see what is the fate of the Mac Minis. At some point in time I would like to replace the mice that bear several numbers. It would be nice to have every part of the station have the same number both PC/Mac.

Genealogy: Alex Whan

Next meeting will be in September, 2017.

Komputer Klatch Hour: Dan McGuire/Robin Seaver/Jim Marean

We are on hiatus this week for the Memorial Day Weekend then will continue through the summer except for the week of July 4.

Microsoft: Marge Simms, Dennis Shea, Maureen Kilcoyne

Meetings will resume in September. Microsoft has been busy making changes. Ray Attreed, our microsoft insider, will be bringing us up to date at this meeting. I am traveling north and will not be present at the May meeting.

Skywatchers: Jerry Jeffrey

I will not be present at the May Staff Meeting. I have an OLLI presentation in Beaufort concerning the upcoming eclipse from 1 to 3 on the 23rd. Our May meeting had 47 persons in attendance. Our next regular meeting will be 12 September. Same time, same place.

Standing Committee Reports

Education: Robin Seaver

Classes are finished for the season and Ray Attreed is scheduling Summer Lecture Series to be sold beginning June 9, with lectures starting the week of June 19.

Facilities: Honey Burt

New Business:

- We are looking at specs for our new Monitors for the classroom, similar to the ones we purchased earlier this year for the middle row in the classroom
- HP/ PC's (2) were received and in service.
- We are waiting for our New Mac Minis until WW Conference in June - Possibly will purchase in September.
- Our Windows 10 updates are completed in the Classroom, Chuck is now working on Open Room
- Deep Freeze needs to be updated, we are waiting for new developer edit before doing so.
- Battery is on order for our ailing UPS Backup
- Still pursuing a New Computer Club App. Tony discussed "Sheets" and Chuck "Excel" for possible use and development. Second piece "Sign In computer" needs to pull from our list, but our list doesn't sync with Jonas data base. Tony will work with Brian G, our membership chair, to get additional info
- Wes is working on a Scanning Document for our members to follow
- Chuck and Mark have offered to go Palmetto Commons to see who is in charge of the IT dept

Summer projects:

- Removing the casters from the instructor console.
- Assigning the same Computer station # for both Mac/and PC and related equipment

Discussion items:

- The committee has decided to cancel June and July Facilities meeting. We will meet on an "As Needed Basis". We will resume in August, Next date is August 15, 5:30 in our classroom

Facilities to ask Brian and Tony to work on a stand alone system for membership checkin similar to the photography club.

Membership: Brian Gilroy

This year's membership to date is 2,977, of which 19% are new members. Last year's final membership was 2,888.

Monitors: Wes Reutter

We now have a PDF for using the scanner for slide conversion. Can I add it to the folder or is there some protocol I need to address first? It should be added to the monitor's folder, and printed out for display near the scanner.

Programs: Honey Burt

There are NO meetings Scheduled for June, July and August. On September 21st, our

presenter will be Rich DeAsla. The topic will be : Preservation, Recovery and Restoration of Old Photographs.

Publicity/Communication: Bonnie Potter

Mark may have been on vacation but he arranged in advance for website coverage of the Volunteer Party and Rasmussen Award. Thanks to Corky, Honey, Catherine and Robin for lots of pictures. A special thank you to Chuck who reenacted the photo opportunity of the presentation to Bill, and to Catherine who worked with me to edit and sort the pictures and documents. Bud Brooks created a Photo Gallery from a Wordpress plugin and instructed us how to post. Next time we will know the pictures need to be horizontal for thumbnails.

The June Volunteer of the Month, Maureen Kilcoyne's honor is ready to be posted and the display picture has been printed at Walgreens.

Interior Decor: Maureen Kilcoyne, Niki Nichole

The Executive Board approved a budget of up to \$500 to decorate the open room and the classroom. An itemized spreadsheet was requested.

Old Business

1. Website Update and Stats: Bonnie Potter Overall usage thus far in May is 4,415 hits.
2. Committee for By-law Review: Debbie Dennis We met twice and will present revision to the Executive Committee in June when Richard returns. Since the Lifestyles Department is changing it is unknown how long it will take to have them preliminarily reviewed before presenting to the membership. We will continue as per guidelines and will follow-up as necessary. ?
3. Family Tree Maker 2017 (free to those who have paid for 2014): We will download 2017, but not install it on any computers as yet.

New Business

1. Contact has been made with our website developers to determine if we have enough time to transition from Network Solutions to Go Daddy to house or website. As there may be down time for the site this transition cannot interfere with posting our summer lecture series. If necessary we will wait until mid or late August to make this change.
2. Review Staff Document created by Debbie Dennis for posting on website.
3. Room Reservation forms are due to Lifestyles June 1st. I'll work on them and notify all when they are submitted. Discuss thoughts for Holiday Party options.

4. For advanced planning there will be no Staff Meeting in July. Our next Staff Meeting is June 27th as noted below.
5. Debbie Dennis is working on a project with HHI computer club introducing Chromebooks to communities without a computer club, such as retirement communities.

Meeting adjourned at 2:50 p.m.

Next Board meeting is Tuesday, June 27, 2017 at 1:00 pm at Hidden Cypress.

Respectfully submitted:

Norma Stewart
Secretary

