



SCHHCC STAFF/BOARD MEETING
August 26, 2025, at 1:00 p.m., Hidden Cypress

In attendance: Brian Osgood, Kathleen Baine, Bill Altman (online), Mark Davis (online), Susan Dobbs, Tom Lovelidge, John Meeker

Vice-President's Remarks: John Meeker

Thank you all for giving up your afternoon. We have some old business we would like to put to bed.

Secretary's Report: Kathleen Baine

Motion to approve minutes of June staff meeting by: Tom Lovelidge, seconded by Brian Osgood. Approved by all.

Club Fair Discussion

Since the CC room can't be open during the fair and it's too chaotic in the fair to add new/renew current memberships, at our September 18th General Meeting, we will have stations set up to do signups. Stu Mace will man one station to answer membership questions such as status. Brian will get 3-4 PCs to the meeting for signups. Stu will work with Bonnie Potter to create a membership sign-up cards to hand out at the fair and to use at the CC room in the future.

Treasurer's Report: Tom Lovelidge
(published at the end of these minutes)

Social Committee: Chris Chase, Lori Fritzky

Holiday party December 6, 2025

- Pinckney Hall - we have the room from 4:30 to 8:30
- Decorations all set for Snowflakes theme. The centerpiece poinsettia used on each table will go to the person with the last birthday.
- Loris is working with The Lunch Lady for catering.
- Kathleen Dennis has Mike Morris (The Piano Man) for entertainment
- Mark Davis and Brian Osgood will set up registration through Google forms with a corresponding Google sheet and sign in sheets.
- Sherry will announce tables and door prize winners.
- Bonnie Potter is set for the Snowflake graphics.
- Pat Lindvail and Kathleen Baine will do the Sign-in table.
- Brian Osgood will get the four \$25.00 gift cards for a raffle.

SIG Reports

Note to SIGS: Please tell your members and potential members that there will not be signup/renewal at the Club Fair nor at the Computer Club room.

Apple: Noah Rosenstein/Toni Valenstein/Leslie Foster

Our first membership meeting is on Monday, September 15th, and will feature a discussion of the new operating systems Apple is introducing. Our ISLC list is now at 1908 (not including couples using the same address). Help is going well. We have some new assistants, but we can use a few more. If you do another survey, it would be helpful to ask how those who availed themselves of this service of the club felt about their experience.

Genealogy: Jim Bowden/Susan Dobbs

Our first fall meeting will be on Thursday, September 4th, at 7 pm at the Hidden Cypress Clubhouse. Mark Olsen, from Family Tree Maker in Utah, will present via Zoom on "Updates on FTM 2024 and Family Book Creator." Help Sessions will be on Sept. 10th and 24th from 6:30 - 8:30 pm. Jim taught a Roots Ireland class in August. He also purchased a collection of informative

articles from Family Tree Magazine for use on two computers in the Open Room.

Computer Club Hour: Bill Altman

Here is the current schedule for 2025-26.

<u>Date</u>	<u>Location</u>	<u>Topic</u>
Oct 24	Pinckney Hall	Linux Mint Installation
Nov 21	Pinckney Hall	What to look for when buying a new computer
Dec 12	Pinckney Hall	Technology and Gadget Swap
Jan 9	Pinckney Hall	EV Update
Jan 23	Pinckney Hall	Video Security
Feb 13	Pinckney Hall	Keep It, Find It, Share It: Personal Digital Archiving in the AI Age
Feb 27	Pinckney Hall	CoPilot and Others
Mar 13	Pinckney Hall	Chromebook Overview
Mar 27	Pinckney Hall	Tracking Your “Stuff”
Apr 10	Pinckney Hall	AI is Here: What It Means for You
Apr 24	Pinckney Hall	Free Version of Microsoft Office
May 8	Pinckney Hall	Build Your Own AI Research Assistant with Notebook LM

Facebook: [SCHH Computers, Tablets, and Smart Phones](#)

Microsoft: Dennis Shea/Maureen Kilcoyne

Next meeting: September. Brian Osgood will present Linux Mint, an alternative operating system to the aging Windows 10 units that do not qualify for a Windows 11 upgrade.

Skywatchers: Jerry Jeffrey.

I was not at the staff meeting due to other commitments. I have nearly finished two of the upcoming presentations (Sep, Oct, Nov). I need to cancel

the meetings for November and December due to family commitments. This entry is as of August 20.

Standing Committee Reports

Education: Mark Davis

During our Free Summer Education Series, in July, we offered eight classes and in August, we offered 10 classes. During the 18 classes in July, we had 78 registered members, and in August, we had 97 registered members, totaling 175. This doesn't include the number of no-shows or walk-ins.

A huge thank you to our instructors: Kathleen Baine, Mark Pederson, the iPad team lead by JoAnne Connelly, Sue Dobbs, Jeff Dembiec, Chris Knotts, Bill Altman, JoAnne Connelly, and Jim Bowman. A number of these instructors taught more than one class and others repeated their classes again in August after filling their classes in July.

Additionally, this could not have occurred without the assistance of our behind-the-scenes volunteers: Pat Kempf, Sue Spence, Jeff Dembiec, and Carol Malcolm.

In September, we will have two new members of the Education Team. Sue Holland indicated on our yearly survey that she would be willing to assist our club in a support position. Sherry contacted her and then forwarded her name to me. She will join Jeff Dembiec adding classes to our Class Calendar.

Laura Giovanetti has accepted the role of Education Co-Chair. We have met twice this summer and will continue to meet in September preparing and planning our Fall Semester. She is going to be an excellent addition to our Educational Program.

The Fall Semester will begin either the second or third week of October. This decision will be made in September during our break between the Free Summer Education Series and the beginning of our next semester of instruction.

Facilities: Brian Osgood

The classroom now has convenience outlet strips so when members bring their

devices to a class, they can plug them in easier. There are about two outlets and two USB-A plugs per student. They should also help with walk-in help.

The only Windows 10 PC remaining available for use is in the instructor's podium. The rest of the systems have either been upgraded to Windows 11, or replaced.

There is now a switch position #7 at the instructor's podium that shows the second AV monitor. It is only useful for remote Zoom presentations.

We did have a problem with the HDMI distribution setup in the classroom to show the overhead projector image on each monitor. An HDMI distribution amp was replaced. We also have had two of the 3-1 HDMI switches at the student stations act up. One was dead and replaced (of course with a new style since the old ones are no longer available). The switches have an optional power jack, which most of them do not use. The other one that acted up, after two years in service, decided that it needed the extra power.

The monitor at student seat four didn't have a good image. Replacing the HDMI distribution amp for that row, and the 3-1 HDMI switch for that system, resolved the image issues.

Additional shelving in the closet, compliments of Dennis.

Operating system updates have been applied to all the PCs and Macs in the club.

Membership: Stu Mace

A letter will be sent to all current Computer Club members on September 1, inviting them to renew their memberships for 2026. Copies of the letter were made available at the August 26th staff meeting.

Due to recent changes in the annual Club Fair policy, which now prohibits clubs from using their Yamasee Center rooms during the event, a new plan has been developed to streamline the process for both prospective members joining the club and existing members renewing their memberships. This plan was reviewed by staff and board members, with a copy included at the end of these minutes and printed versions provided at the staff meeting.

Additionally, board members and staff evaluated a business-style card designed to assist new and returning members in completing their membership application forms.

Current membership in the Computer Club is 3,379.

Monitors: Bertha Fudgen

General Membership Meeting Programs: Bill Altman

Here is the schedule for 2025-26.

Sep 18	Kathy Turco/	Lifestyles - Using the website to buy tickets etc.; Prepping for Computer Help
Oct 16	Ted Steinhauser	Cybersecurity and Scams
Nov 20	Toni Valenstein	Streaming Basics
Jan 15	Kathy Turco	IRS 2025 Tax Filing Season: Go Electronic (Kathy)
Feb 19	Bill Altman/Jason Klempner	Wearable Technology for Health Monitoring
Mar 26	Toni V/	Scams

Publicity/Communication: Bonnie Potter/Mark Davis

Bonnie continues helping with graphic design projects and providing drafts to committees or SIGs requesting her services. At present she has been assisting the Apple Sig with Graphics to advertise their first meeting in September.

Website Review/Revise Report: Mark Davis

As problems or issues pop-up on our revised/new website, they are forwarded to Bud Brooks for investigation. This often requires Bud to contact GoDaddy for assistance in solving the issue. Bud is an invaluable Webmaster for our club and resolving website issues. Thank you Bud for working from home while you are in New England for the summer.

Treasurer's Report: Treasurer's Report Details as of July 31, 2025:

Treasurer's Report: [Click Here](#)

Our cash opening balance for July was \$35,369. We had an income of \$1,189, made up of membership dues for \$410, education classes receipts for \$405, and open room cash sales of \$374. We had G&A expenses of \$395, representing signage updates in our computer classroom. Facility expenses for the period amounted to \$1,014 and were mainly attributable to \$757 of printing supplies. Our ending cash balance for the month of July was \$35,121. It should be noted that our membership dues collected in 2025 were \$12,970 and this was \$970 in excess of our budget estimate. Our other Revenue projections for the period are following what our budget estimated. Our G&A expenses will likely have a shortfall in the social event expense due to an overestimate of the cost. Facility expenses will also show a shortfall due to Equipment purchases less than anticipated for the period. A major genealogy expense for ProQuest software in the amount of \$3,969, will occur in September.

Old Business

- Update on the Money Talks Club's effort to find officers for 2026 and their possible desire to become part of the Computer Club: Jim Bowden. At the last staff meeting, you shared that Money Talks would probably make a decision about whether they would dissolve or request to join the Computer Club as a SIG by August or September. Their officers are in place until the end of 2025. Rooms for 2026 have been requested. Concluded. **They will not become a SIG.**
- From Microsoft SIG: Brian, any update regarding your discussion of a NAS unit with Maureen? Not yet, since Maureen was injured and is recovering. **Update:** No news yet. Maureen has been unavailable. **Brian:** Received an email from Maureen regarding this on 6/19, but haven't put together a response yet. **Brian:** Sorry this fell through the cracks this summer. I think everything that Maureen wants to do can be done from the instructor's PC. I need to put together a response. **Concluded.**
- **Nominating Committee for 2026 board members** - All current

members have agreed to continue to serve on the board. Jim B., Sherry and Brian will serve as the nominating committee.

- On May 27, Sherry received an email from Elysa Koch in Lifestyles stating the following:
 - “I am reaching out to the few Clubs that have excess funds over \$20,000 that they reported as their closing balances for 2024 (minus prepaid 2025 dues and ticket sales). As Sun City Hilton Head is a non-profit homeowners association, it has been requested that those clubs submit a summary of the intent for spending or reasoning for the excess funds. Some clubs have discussed this topic with the finance committee, but please submit a summary to me via email.”
 - I worked with Brian, Tom, and John and we developed a justification for our excess cash. This was emailed to Elysa Koch and Kayla Holmes on June 19, 2025, and sent to all board members and including a summary and breakdown of the replacement cost of all equipment and furniture in the computer room.
 - Since our justification for excess cash was submitted to Lifestyles in June, we have had no additional follow-up from their office.
- Have all SIG leaders received room confirmations for 2026?
- From Tom Lovelidge. Printer toner usage is very high and expensive. Tom will talk to Chuck Cameron about a paper counter in the Brother printers. Chuck swaps out the old toner cartridges for new ones and recycles the old ones. **Concluded:** The print toner we are using now is the same usage as 2024. Nothing further to pursue.
- Decor Committee: John Meeker- We have hung a number of computer-related posters. We will be making copies of members in action shortly.

New Business: Club Fair 2025 Lifestyles is not allowing any of the Yemessee Craft Center rooms to be open during the Club Fair this year, including the Computer Club. Therefore, we have to figure out how to best manage the flow of traffic at our table in Pinckney Ballroom. Last year, 166 renewals and 58 new memberships were processed on the day of the Club Fair. The following ideas have been suggested:

- **Prior to the Club Fair:**
 - Communicate to our members that they won't be able to renew their membership at the Club Fair and encourage them to do so online.
 - Renew memberships at the September meeting.
 - Invite members to the room on one or two specific days to renew their memberships (although any day would be okay, as the monitor can assist with renewals)
 - Have a drawing for several Amazon gift cards for renewing prior to the Club Fair.
- **At the Club Fair:**
 - Have members at our Pinckney Hall tables check membership status only.
 - Provide business cards with instructions on how to renew or join the club.
 - (least preferred, as this causes some other issues) Developing a short printed form that gives the club permission to renew a member's membership. The form would require the person's full name, CAM # and permission for the club to renew the membership and charge their CAM account. It would also state that no changes could be made to the email address, SIG membership, etc. This form would only be used at the Club Fair.
 - If we get the front corner adjacent to the stage, there will be some extra room behind our table where we could have four or five volunteers with tablets or laptops to sign up new members. TV trays could be used as tables for the laptops or tablets but we would need to bring some folding chairs as Lifestyles will only give us so many chairs for each table.

Meeting Dates for 2025: Sherry

- General membership meetings will be in Pinckney Hall on 9/18, 10/16, and 11/20. The mini club fairs will be at 2:15 p.m., and the meetings at 2:30 p.m.
- Staff meeting reservations are for 1:00 p.m., in the Coosaw River Room in Hidden Cypress on 9/23, 10/28, and 12/2. The room is available to us at 12:30.

Meeting Dates for 2026: Sherry

- General membership meetings will be in Pinckney Hall on 1/15, 2/19, 3/26 (4th Th), 9/17, 10/22 (4th Th), 11/17 (3rd Tues)
- Staff meeting reservations are for 1:00 p.m. in the Coosaw River Room in Hidden Cypress on 1/27, 2/24, 3/24, 4/28, 5/26, 6/23, 7/28, 8/25, 9/22, 10/27, 12/1

Our next Board meeting is on September 23rd, at 1:00 p.m., at the Hidden Cypress location.

A motion to adjourn the meeting was made by Brian Osgood and seconded by Tom Lovelidge. Approved by all.

The meeting adjourned at 2:00 p.m.

Respectfully submitted,

Kathleen Baine

Secretary

Attachment:

Membership Recruitment and Club Fair Recommendations

September 1:

- Send the Membership Renewal letter to current members encouraging them to renew their 2026 memberships.

September 15:

Send a follow-up letter informing members of changes to Club Fair procedures:

- Renewals **will not** be accepted during the Club Fair.
- Membership renewal opportunities will be available **before and after** the September 18 General Meeting.
- Renewals can also be completed in the Club Room on Monday afternoon, October 5, and Tuesday afternoon, October 6.

September 18 (General Meeting):

- Provide 3–5 stations, 30 minutes before and after the General Meeting, for new and renewing members to complete their 2026 membership applications.
- Include one station for members to check their membership status.
- Distribute business cards with instructions on joining or renewing memberships.
- Announce that membership assistance will be available in the Club Room on Monday morning, October 6, and Tuesday afternoon, October 7.

October 4 (Club Fair):

- Have a staff member available to check membership status.
- Have 3-5 staff members assist new members in completing the membership application form.
- Distribute business cards with instructions on joining or renewing memberships.
- Display a sign indicating that membership assistance will be available in the Club Room on Monday afternoon, October 6, and Tuesday afternoon, October 7.

October 6 (Monday Afternoon):

- Assign an additional monitor in the Club Room to assist new and renewing members with completing applications.

October 7 (Tuesday Afternoon):

- Assign an additional monitor in the Club Room to continue assisting members with their applications.