

Tellico Village Computer Users Club

April 14, 2009 Board Meeting

3:00 PM Meeting called to order by Sharon Addison

Board Members Present: Sharon Addison, Dick Schmeling, Jan Schneck, Bob Foster, Dennis Malcolm and Dean Miller

Absent: Warren Sanders, Vince Alline, Jim Peterson

Also in attendance: Frank Fritchman, Bob Mugge, Bob Kutschera and Joe Solymossy

Sharon Addison motioned to approve the minutes of the March 10, 2009 Board Meeting; Dennis Malcolm seconded. Board approved.

Dean Miller motioned to approve the minutes of the April 2, 2009 Special Meeting; Schmeling seconded. Board approved.

Bob Mugge motioned to approve the minutes of the April 7 General Meeting; Dennis Malcolm seconded. Board approved.

OFFICER REPORTS

President, Sharon Addison

- Introduced Joe Solymossy. **Dick Schmeling motioned to approve Joe Solymossy as the First Level Support Committee Chairman; Dean Miller seconded. Board approved.**
- Welcomed Joe to this very important function. Told him that they need to discuss the various for-hire resources available to those whose problems cannot be solved by the FLS team. We will not recommend a particular repair person, but can have a list of geeks available. There are 2 new repair services in Lenoir City.

Vice President, Position Vacant

Secretary, Jan Schneck

- Stated that the Club Bylaws have been revised to reflect the change approved at the April 7 General Meeting. Also made resulting changes to the Operations Manual that were approved by the Board on March 10. Copies of both revised documents will be e-mailed to the Board and Committee members.

Treasurer, Dick Schmeling

- Distributed the Treasurer's Report for the month of March. The Club received \$485 in membership dues and \$0.66 of bank interest. There were expenses of \$50 for the Club's monthly donation to TAP, \$20 for filing of reports, \$52.24 for meeting expenses plus \$150 rental expense. These revenues and expenses resulted in \$213.42 net cash inflow. The Pass-Through Account took in \$3,246.95 and paid out \$737.66 for supplies, for a net inflow of \$2,509.29 during the month. Since the TAP Program began, the Pass-Through Account has received a total of \$23,757.38 and used a total of \$10,873.88, leaving a balance of \$12,883.50 in that account. The Treasury's bank balance at the end of March was \$16,960.48 of which \$12,883.50 is designated for the Pass-Through Account, leaving \$4,076.98 available for Operations.
- The Capital Equipment Inventory has been completed and copies sent to the Board. There are 5-6 items that were there last year, but are absent this year. Some appear to be pieces of sound equipment. Bob Foster advised that when they went over the sound equipment, which was not working at the time, there was a whole section of equipment too obsolete to use or repair, so Jim Peterson was going to try to sell these on E-Bay or otherwise dispose of them. Addison seemed to remember that, too. Schmeling said some items were those that were previously in the suitcase that carried the scanner equipment; a floppy drive and a 15" monitor. The whereabouts of these items need to be determined and verified.
- Schmeling distributed a 3-page chronological listing of the TAP funding and expenses from its establishment in June 2007 through April 11, 2009. He also handed out graphics showing the monthly and cumulative inflow and outflow of TAP cash. Especially notable was the expenditure of \$1,600 in the first 2 weeks of this month which is almost triple the average monthly expense since inception. Schmeling simply reminded the TAP Committee that, while this may be an aberration, they will have to keep a close eye on expenditures.
- Regarding the new space under Catino's, Schmeling got the electric meter number there and had Loudon Utilities give him an estimate of previous usage in kilowatt hours. By Schmeling's calculations

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at current commercial rates, the electricity could average about \$160/month. The previous tenant, however, was a beauty salon which may have used more power than the Club, but the \$160 is a good deal higher than the \$100/month he was using as a guesstimate before he checked with LUB.

- **Bob Mugge motioned to approve the Treasurer's Report; Bob Foster seconded. Board approved.**

Past President, Jim Peterson – Absent.

COMMITTEE REPORTS

Membership Committee

- Kutschera's report covered the months of March and April because he was out of town when the Board met in March.
- The April General Meeting has 58 members plus 3 guests. The March Meeting had 50 members and 2 guests.
- There were 9 new memberships with 33 renewal memberships for a total of 67 members, including 25 additional members. A partial delivery for the 2-month period went to Dick Schmeling in the amount of \$485. An additional \$135 went to Schmeling at the April Board Meeting for a total receipt of \$635. One member overpaid by \$5, but donated the overpayment to the Club rather than have it refunded.
- The newly instituted method of tracking dues payment has intercepted duplicate payments which were handled appropriately.
- We continue to have problems with bounce-back e-mail. The most recent list included 36 e-mails. The process of researching, calling and correcting is quite time consuming. Addison offered some suggestions regarding management of bounce backs.
- The Club now has a lock box at Mail and More. Kutschera and Schmeling have access keys to the box. The hard-copy application forms will be corrected and it is requested that the website application also be corrected.
- This Committee now has 7 members and that provides us with excellent coverage.

Communications Committee

- Dean Miller said he will try to put something together, maybe updating the brochure which has become obsolete.
- Some discussion followed regarding advertising the Club's benefits. Solymossy pointed out that a number of people he has talked to, though in the Village for 3-4 years, don't seem to know what the Club is and what it does. Addison feels we need an informative brochure telling the kinds of things we do and referring people to the website. These could be placed on the POA front counter and in the Library and places like that. If it's fairly generic, not listing current officers and things like that, it wouldn't need to be updated too often. Addison thought we might even do a mass mailing for starters. Miller agreed to put something together as an information/advertising flyer.

Program Committee

- Addison reminded we still need someone to chair this committee. She has no program planned for next month. The Board is to try to input suggestions.
- She felt the last General Meeting went very well regarding the surge protectors, etc.

Technology Access Program Committee

- Addison stated that with Sanders and Alline both out of town, there was no comment. However, the lease for the space under Catino's was given to Donna Akey and she sent it on to her attorney and is pending her response at this time.

First Level Support Committee

- Solymossy said he sent an e-mail to the group of members. Three never answered so he will call them. He found out the John Banks is leaving the group and there is one new member, Gary Davis. He will try to get them all together next week.
- When it comes to second level support, he believes a list of those who do the work for a fee could simply be listed for hand out, but making sure to explain that the Club is not endorsing any of them.
- Since he started as Chairman of the Committee, he has had 6 phone calls and 2 e-mails. Most were handled pretty easily.

Computer Education Committee

- Mugge said that Ken Ray's classes on Microsoft Works will be held next week and Don Steighan will have classes on Genealogy on May 7 and 14. These are already scheduled.
- Mugge needs to schedule with Larissa some times for the Open House workshops.

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- Addison mentioned that there is now a calendar on the website, so anyone who has authority to make changes there, can do so or just call Miller or Addison to do the input.
- Mugge needs instructors to come forward, so many are out of town, and then get a list of interested members.
- Some discussion followed regarding the several ways that planned classes, workshops, etc. can be posted.

Special Interest Groups Committee

- In Stieghan's absence, Addison simply stated that his Genealogy Classes are scheduled for May 7 and May 14. The two are actually a single class.

Slide Scanner

- Addison said that she had nothing new to report. Howard Jones was getting confirmation on the first five users was the last she heard.

OLD BUSINESS

- Addison simply mentioned that the By Laws revision was approved by members at the General Meeting.

NEW BUSINESS

TAP Finances

- Addison expressed concern about the variable costs involved with the rental space. It appears that their volume is increasing, which is good news, but there is a commensurate increase in the cost of supplies. Addison wants to put together a group to work out a budget process. They need to separate discretionary and variable expenses from the fixed costs.
- Schmeling proposes that a group be designated to do this kind of sorting out of expenses. There are consumables in addition to rent, utilities, etc. He just paid out \$200 for licenses. The program has become a good deal larger. There are pledges that may or may not actually come in to cover all of these expenses. By July, we need to develop some means of determining as best we can, what's coming in and what's going out. The one sure thing is that the TAP function must be self supporting.
- Mugge suggested that we need another Special Board Meeting to discuss the budget with Sanders and Alline before actually signing the lease.
- The big question is how much money can be raised when everybody is trying to raise funds for something. The Fire Department and the Community Church are both fund raising, and the economy is not encouraging at this time.
- Addison will call a meeting with Sanders and Alline and Schmeling and others. Sanders and Alline will have to propose a budget, along with the processes that support it. Then the Board can review that budget and the whole thing needs to be completed no later than the middle of June.

OTHER

- Foster had a request from someone to borrow the Club's projector for use by another club. Some discussion followed regarding setting a precedent by loaning out equipment. What else might people then want to borrow and under what conditions should we allow outside use of equipment. After considerable discussion, it was decided that the requester should go the POA which has a policy allowing for the rental of their projector at a fairly reasonable rate.

ACTION ITEMS (Carried forward from 3/10/09 Board Meeting)

- **Recruiting Task Force** made up of **Addison, Sanders, Schneck and Stieghan** are to meet to go over the member data base and contact members who might be potential committee members or chairpersons.
- **Addison** to make up 2 certificates for Room D and for presentation.

MEETING ADJOURNED 5:00 P.M.

NEXT GENERAL MEETING MAY 5, 2009 @ 7:00 P.M. AT YACHT CLUB

NEXT BOARD MEETING MAY 12, 2009 @ 3:00 P.M. AT CHOTA REC CENTER

Janice Schneck, Secretary

May 10, 2009