

Tellico Village Computer Users Club

May 12, 2009 Board Meeting

3:00 PM Meeting called to order by Dick Schmeling at the request of Sharon Addison

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

Also in attendance: Frank Fritchman, Bob Kutschera, Bob Mugge, Warren Sanders, Joe Solymossy, Don Stieghan, Howard Jones and Dale Noll

Jim Peterson motioned to approve the minutes of the April 14, 2009 Board Meeting; Bob Foster seconded. Board approved. Jim Peterson motioned to approve the minutes of the May 5, 2009 General Meeting; Vince Alline seconded. Board approved.

OFFICER REPORTS

President, Sharon Addison

- Said that she has to get together with Dean Miller regarding communications and with Bob Kutschera on the bounce-back e-mails.
- We also have to do something about the Vice President opening on the Board and the Chairman opening on the Program Committee.

Vice President – Position vacant

Secretary, Jan Schneck – No report

Treasurer, Dick Schmeling

- Distributed the Treasurer's Report for the month of April. The Club received \$145 in membership dues and \$0.70 of bank interest. There were expenses of \$50 for the Club's monthly donation to TAP, \$109.87 meeting expenses and \$135 for the website cost. These revenues and expenses resulted in \$89.17 net cash outflow. The Pass-Through Account took in \$2,035 and paid out \$1,990.59 for supplies, for a net inflow of \$44.41 during the month. Since the TAP Program began, the Pass-Through Account has received a total of \$25,792.38 and used a total of \$12,864.47, leaving a balance of \$12,927.91 in that account. The Treasury's bank balance at the end of April was \$16,915.72 of which \$12,927.91 is designated for the Pass-Through Account, leaving \$3,987.81 available for Operations.
- **Bob Mugge motioned to approve the Treasurer's Report; Dennis Malcolm seconded. Board approved.**

Past President, Jim Peterson – No report

COMMITTEE REPORTS

Membership Committee

- The May General Meeting had 49 members plus 1 guest.
- There were 2 new memberships and 9 renewals.
- There were 2 accidental double payments. One was returned and one was donated to the Club as a result of help given to the member by Ken Ray.
- New members John and Monta Hirzel offered to volunteer with Programs and Communications.
- There were 37 e-mail bounce backs with the last newsletter. Kutschera will be working with Sharon Addison to try to resolve this problem.
- The Club is running a little behind in membership dues relative to budget. Kutschera will ask Ethel Tatro to run the names of 2008 members that have not renewed.
- Addison offered that we need to discuss putting current members on a list so we can check whether they are members when they are receiving a service. People are volunteering their service and the Club deserves some support.
- Kutschera stated that the P. O. Box is working well now; money is coming in that way.
- Miller said that members used to stay in the data base, segregated if they have not paid. Kutschera said that is still true but, if unpaid, do not get the Newsletter.
- Miller offered to help to track down the bounce backs. Addison wants to figure out the reasons so a good resolution can be formed.

Communications Committee

- Miller said he had nothing to report except that he has not finished with the flyer update for new handouts. Sanders wanted to make sure that Miller is aware that the Club has a laser printer in the storage room.
- Miller also wants to talk to Victor deGroot about some of the things on the website. Alline mentioned that some of the information is not updated as it should be. Addison said Victor has had to make some emergency trips out of town. The drop-down menus aren't working properly; it seems that Internet Explorer 8 is not quite compatible with the website.
- Stieghan mentioned that he needs to revise the SIG part of the website and wondered if he should go to Victor with that. Addison said to send the revisions to her and she'll handle it somehow.

Technology Access Program Committee

- Sanders stated there is nothing new since his update at the General Meeting last week. He has had no feedback from Donna Akey yet. She is to call him as soon as her attorney has looked over the lease

First Level Support Committee

- Solymossy said he has had 8 calls since the last Board Meeting. Some had trouble with internet access, both wired and wireless. Also complaints of slow computers which may be a good subject for a meeting or an Open House.
- He did contact all members of this Committee and two are dropping out. Gary Davis is new and Ken Ray joined them today.
- He has had calls from Mac users and asked what he should tell them. Jim Peterson said to have Mac users call Jan Miller for now.

Computer Education Committee

- Mugge had another Open House this morning. Attendance is dropping off. In spite of the scheduling on the website and Channel 3, he thinks that without a real agenda, people think it's not that useful. That goes for the General Meeting, too. The first few sessions had 16-17 visitors, but now he's getting just 1 or 2.
- Next month, he'll set up sessions, but will either have a class on Excel or an Open House session on Excel. He would like an Open House on Excel if the Board approves.
- Addison felt that there was a lot of pent up demand when the Open House sessions started. We have also been competing with the weather. Since the weather has improved, we're competing with golf and gardening and other things. But a focused session is an interesting idea.
- Considerable discussion followed regarding the time-consuming process of loading a lesson plan on each laptop in the classroom so that members can use the laptops rather than just watching the instructor work on the screen. He has also found that each time they bring out laptops, they may reach for numbers 4, 5 and 6. Then in one session they might go for different laptops and find that, without use, those laptops have not received updates. It may take up to 1 1/2 hours to get them updated. What it boils down to is a lot of maintenance is required to handle this properly. All of the laptops are working well otherwise, though.

Special Interest Groups Committee

- Stieghan said that, except for his need to update the website, nothing is new.

OLD BUSINESS

Award Certificates

- Addison said that she still has to put together award certificates to dedicate the Learning Center.

Slide Scanner

- Howard Jones reported that, following the April General Meeting, he met with a small group of members, several who had and several who had not used the scanner. At least one had used it multiple times. During the month, he contacted the next user on the list and twice scheduled the user only to have the scheduled time cancelled.
- After the May meeting, he met with a similar small group, several who were a part of the previous group. Ken Wood volunteered to assist him with the logistics of straightening out and correlating the multiple lists with users identified in the sequence they signed up, paid the user fee and used the scanner. Wood tried to familiarize himself with the scanner and has returned it to Jones to check out an apparent failure mode. Wood thinks it may need warranty work. Jones will check that out, maybe with Victor's help.

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- He has provided Wood with what is the latest Membership List, a database file using MS Access. Schmeling has provided Jones and Wood with current records as to who has paid the user fee. The scanner project is a logistical nightmare.
- Jones and Wood have discussed several alternatives to previous use plans that include purchasing a second scanner, placing the scanner in the locked storage room at the Rec Center – for use by members at the Rec Center, a pattern of passing the scanner from user to user so that each could teach the next user. Another idea would be to keep the scanner at the Rec Center to be used by volunteers to scan slides for members for a fee. There have been members who have been unable to scan slides on their own. Wood recommended a comment card to facilitate building a record of user experiences, little of which information exists to date.
- Wood suggested enlisting additional help from several members who are on the user list and Jones believes that Wood plans to pursue that course of action.
- Jones reminded the Board that the original plan for procurement and use of a slide scanner was submitted and approved by the Board as a SIG, with leaders to see that training for its use and coordination of its use be managed by Club member volunteers. It may be appropriate to consider reestablishing the scanner project as a SIG. Digitizing photos and documents by optical scanning using the wide range of scanners available is a broader subject than the automated scanning of slides.
- Addison liked the idea of comment cards and thinks we should have them for different services to find out what's working well and what is not. We might also have the scanner available at Open Houses for people to try and maybe sign up for.
- There was some discussion again about the locking of the storage room. It is not supposed to be unlocked unless requested by somebody on the Board. Now there are items stored in there by the quilters and by the bridge players. Those people are not even supposed to be in there. Addison said she needs to call Dave Hudgens who is our liaison from the POA Board, about this issue.

TAP Finances

- Schmeling put together a TAP budget which he has gone over with Sanders and Alline. He went over the numbers with the Board, explaining that the \$1,500 of income in September is potential from the garage sale, assuming there is one this year. The \$2,000 of income in December is projected by the fund-raising group established a couple of months ago. The premise is that the TAP project will be entirely self-financed for the full year of the lease which is to begin July 1.
- It was suggested that the month of June 2009 show \$1,076 for rent plus a one-month deposit (rather than just the \$538 for rent) which is expected to be in the lease when completed. The extra month's rent will come off of the last month at the end of the lease period. **With that revision and with the agreement of Warren Sanders and Vince Alline, Jim Peterson motioned to approve the TAP budget; Bob Foster seconded. Board approved.**

Missing Capital Equipment

- Schmeling stated that in his inventory a couple of months ago, some items were missing. There were about 4 pieces of sound equipment such as mikes, headsets, etc. There also was a portable floppy drive and a KDS 15" flat-screen monitor. Chuck Hill told him that he, Peterson, Foster and Bill Jochem went over all of the sound equipment after having a good deal of trouble with it last fall. Ultimately, Hill got the case that once held the equipment back, but it was empty. Peterson said he took the pieces which were deemed worthless with the intention of selling it, if he could, on EBay, but he has been unable to do so. Foster said that the monitor went over to the workhouse and was found to be working, but with very bad visibility so it has been discarded. The floppy drive most likely ended up in the same place. After considerable discussion, **Peterson motioned to write off the KDS monitor, the floppy drive and the worthless audio equipment; Foster seconded. Board approved.**

Projector Usage

- Peterson, who belongs to the Mac Users Club, asked if we would allow that club to use our projector for their meetings which occur 8 months per year. Peterson would set it up and operate it himself. Much discussion centered on this issue since the Board has previously discussed the lending of Club equipment and ruled against it. Schmeling suggested that they use it only under the operation of our Club member and with a reasonable charge of, perhaps, \$10 per use to supplement bulb replacement if/when it becomes necessary. This seems a reasonable accommodation since they are a computer club.

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- Addison asked if they might join our Club and have Stieghan set them up as a SIG and let them operate that way. This suggestion was agreeable to Peterson who said he would approach them with that proposal.

Recruiting Task Force

- Having asked at General Meetings for volunteers to help with administration of the Club, we still have two important vacancies to be filled: Vice President and Programs Committee Chairman. Schmeling commented that we need more members to help out. Some of our volunteers have been at it for several years and could really use more assistance from the membership. He suggested we have a meeting this month to determine what we can do to get these placements filled.

NEW BUSINESS

- Addison mentioned that she would like someone to take over the website. Foster said that he will talk to Lou Miller who did a presentation for the Club a while back on how to build a website.

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 4:45 P.M.

NEXT GENERAL MEETING JUNE 2, 2009 @ 7:00 P.M. AT YACHT CLUB

NEXT BOARD MEETING JUNE 9, 2009 @ 3:00 P.M. AT CHOTA REC CENTER

Janice Schneck, Secretary

June 6, 2009