Newark Senior Center Computer Club
Senior Surfers
Board Meeting Minutes

July 7, 2016

The president, Elaine Drain, called the meeting to order at 10:00 am.

All board members were present except Barbara Greer.
Other members present: Helen Browne, Barbara, Ward, Ellen Pringle, Toni Visich, Dan Sclafani, Phyllis Edwards, Jim Kniskern, and Peggy Phillips. A copy of the attendance sheet is attached.

The minutes were read. Linda Ward was corrected to Linda Hughes. On a motion by Ed, seconded by Maureen, and the minutes were approved.

The Treasurer's report was read. Balance is $3033.70. A $1.00 correction to a previous deposit was made by M&T Bank. Bob moved, Ned seconded, and the report was approved. A copy of the report is attached.

Old Business:
Committee & Group Structure: Elaine distributed copies of the new committee structure with the person responsible for each. A copy of the committees is attached. Under Public Relations, NSC Board Schedule was added with Toni responsible and the person responsible for the Presentation Blog was changed to Elaine.
Ellen will continue sending reminders for the monthly computer updates.
Barbara Ward will be responsible for having equipment set up for the Thursday presentations. The greeters will be responsible for having a supply of forms for signing in available. Ellen will let them know.

Photography Group: The photography group will consist of Tom Sutor, Paul, Dennis Foley, and Dale Bostic. Elaine will act as coordinator.

New Business:

Dell Affiliate Program 1 year membership: The program offers discounts on certain Dell products for nonprofit organizations. This also applies to the volunteers of those organizations. The cost for us is $10 per year. It was decided to try it for one year. A copy of the program is attached.

Review of spring social: The setup of the serving stations worked well and people were served more efficiently. The use of the wrapped silverware was handy. There was a miscommunication with the office on the time for the start of the social. A program had been scheduled to use the stage until 1 o'clock which created a problem for dropping off the food. We will need to communicate better the time and area that we need. Apparently the biggest complaint was not having enough fried chicken this time. Several alternative ideas were discussed. It will be left to the committee.

Review of election process: A copy of Toni's report is attached. The new board members are Doug Gibney, Carol Tasca, and Barbara Greer for three years, Linda Hughes for two years, and Maureen Tucker and Sue Denver for one year. The four officers were unopposed. It was suggested that the signs showing which line a person should be in be higher so that they can be seen better. It was also suggested that the ballot be fixed so that votes for unopposed candidates not be counted.

Review of access list (lab and membership): The full membership list is to be sent only to the four officers and the education chairman. Elaine reviewed the list of those who need to have the key from Margaret to access to the lab.

Education & Training:

Tuesday Open Lab: Elaine mentioned that Doug G. stayed later to help a lady who needed help with scanning slides.

Wednesday Open Lab: The schedule is complete for the next 6 months. Carol is the helping with the notifications.

Education Classes: Marianna will be the chairman and handle the administrative part. Suggestions for classes include an orientation to the lab and more frequent Windows 10 classes. Paul and Dalehave talked about a class on Photoshop elements. Linda Hughes is also doing two classes for the senior center. There have also been suggestions of hands on IPhone and Android classes. Sometime in the future we will do a maintenance class.

Programs: Dave Williston's and Elaine's programs will be moved to August 11 from August 29.

Laboratory Operations: Both Apple machines have been updated from 2GB to 4 GB. Instructions for setting up the cart and various devices have been completed and are on the instructor's computer. The touch screen on the Asus 2 in 1 machine has been repaired. Our remaining credit at Second Source is $200. We purchased 3 non-touch 24" monitors to replace the mini Mac monitor and the two monitors in the corners.
Tom Sutor said there were complaints about the speed of the Wi-Fi. The problem is the old donated router. A more modern router has been purchased and is on its way. A copy of Bob's report is attached.

Membership: As of now we have 416 members. There are also 18 new members. Marilyn Workman will be helping to set up an Access database for the membership that will interface with Excel.

Public Relations:
Community Outreach: Phyllis will be presenting her exit plan on August 31. A copy of flyer is attached.
Meeting Reminders to Members: no report
Greeters: no report
Senior Center Board Meeting Schedule: There are no NSC board meetings in the summer.

Website: In June there were 6247 views, 100 less than the previous month. June 20 had the most views which had the election results and pictures from the social. Elaine also modified volunteer page with the definition of what is a volunteer.

<u>Social:</u> covered previously

<u>Special Interest Group Reports</u>:

<u>Mac Users Group</u>: This was Doug's 64th presentation. He talked about Apple's new toys, unlocking iPhones and bigger emoji. Apple pay is now the most secure way to pay online.

<u>Genealogy Users Group</u>: We had a good turn out in the lab yesterday. Several of us carpooled to Dover for a program on ancestry.com.

<u>Volunteer 50+:</u> Ed asked for feedback on the recognition luncheon. Kip King who is part of the genealogy group was nominated for an award at luncheon.

Bob mentioned that there is still a shirt with the Senior Surfer logo available. This afternoon, we will ask if there is interest in offering the shirts again for $15.00. Toni will handle this.

There being no further business, Carol moved, Betty seconded and the meeting was adjourned.

Respectfully submitted,

Becky Bennett, Secretary