

Newark Senior Center Computer Club  
Senior Surfers  
Board Meeting Minutes  
September 5, 2019

The president, Bob Bloom, called the meeting to order at 10:30 am.

All board members were present except Dennis Foley and Sam Johnson. Other members present: Elaine Drain.

The minutes were read. On a motion by Richard, seconded by Neal the minutes were approved.

Sunshine: A card was sent to Tom Doherty.

The Treasurer's report was read. Current balance is \$ 4,652.53. Richard moved, Doug seconded, and the report was accepted. A copy of the report is attached. The number of participants in the raffle has increased. There are several new prizes for the raffle-SD micro reader, USB3, and USB2 which will be given with the small lantern.

Membership: There are currently 396 members and 240 renewals. The list will be purged at the end of September.

**New Business:**

Managing Club Documents: Earlier this week Bob sent to the board members, a proposal for handling club documents, membership lists, and financial reports. A copy is attached. However, the club vice president will be the contact for requesting access instead of the club secretary. Richard moved, Doug seconded, and the proposal was accepted.

Forms for the lab are on the presenter's computer in the lab.

On a backup for the club at Bob's home are  
SS archives  
Image backup of the lab computers  
Programs & iSO  
Personal websites  
Product keys

Elaine and Sam both have copies of the website.

Open House September 24: Becky will set up the table. Doug will be in the lab that morning and Becky will ask Ned to help in the afternoon.

**Old Business:**

None

## **Committee Reports:**

### Education & Training:

Beginners' Class- No report

Monday Open Lab-no report

Monday Afternoon Member Lab-No problem

Tuesday Open Lab-Everything is ok

Wednesday Open Lab -Richard will sent a copy of the schedule to Becky for the minutes.

Education- There is an Orientation schedule on Sept. 12. We need a class on File Management.

### Laboratory Operations:

Windows: Linda moved and Henry seconded that the VHS to DVD computer only use Windows 10. It was agreed. All of the SS drives have been installed. iTunes and Adobe Flash have been removed plus some other things that aren't being used. Windows 7 will still be on the computers are the right side of the room.

Lab Updates: Updates are faster without updating Windows 7.

Programs /Calendar: A copy of the calendars for September and October is attached. Programs are scheduled through December except for November 7.

### Public Relations:

Community Outreach: Phyllis has resigned as Community Outreach chairman. It was decided to do away with this function. Toni as New Member Liaison will pick up the duty of putting computer club brochures at the front desk.

Greeters: Henry Harper volunteered to handle scheduling the greeters.

New Member Liaison: No report

Publicity: Everything is fine.

Website: The presentation blog is now up to date. There is no written report this month. There were 1695 views this pasted month. Neal will handle paying our annual renewal for the website and the domain name.

### Special Interest Group Reports:

Genealogy Users Group: There were several people there for research and we talked about free genealogy website in the discussion group. Volunteer 50+: No report

There being no further business, Linda moved, Richard seconded and the meeting was adjourned.

Respectfully submitted,

Becky Bennett, Secretary