

**Newark Senior Center Computer Club**  
**Board Meeting Minutes**  
**July 6, 2017**

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The vice president, Ed Wirth, called the meeting to order at 10:30 am.

Ed welcomed the new board members.

All board members were present except Phoebe and Elaine. Other members present: Toni Visich, Phyllis Edwards, Neal Lerner and Peggy Phillips.

The minutes were read. On a motion by Ned, seconded by Richard, the minutes were approved. Asst. Secretary (Sunshine): No report

The Treasurer's report was read. The current balance is \$3751.67. We are still waiting on the social expenses which Phoebe will have at the August board meeting. Linda moved, Ned seconded, and the report was approved.

Asst. Treasurer (Membership): There are a total of 415 members and 115 have renewed for 2017-18. There are plans to try to consolidate some of the paperwork.

**New Business:**

Programs for September/October-Phyllis will do a class on DNA basics on September 14.

**Old Business:**

Open House -July 13 and 14 -Linda and Doug Gibney will run the slideshow used during orientation and give tours of the lab during the open house. Becky Bennett will have tables set up outside in the hall with red, white and blue table covers and flower arrangements. Phyllis is bringing multiple examples of things that can be done in the lab. Toni is bringing candy. There has been a number of people who have volunteered to help.

**Committee Reports:**

Education & Training:

Beginners' Class: The beginners' class will be offered to members of the computer club on July 17, 9:30 AM to 11:30 AM. Class limit is 8 and a class is free.

Monday Open Lab: Everything is okay.

Monday Afternoon Members' Lab: No problems

Tuesday Open Lab: Everything is fine but just a few people are utilizing.

Wednesday Open Lab: Toni distributed the schedule of those monitoring for the next six months. A copy is attached.

Education Classes: Linda is not interested in coordinating the education classes at this time.

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Laboratory Operations:

Windows: The social stuff has been put on the shelves. There is not room for more without making hardware supplies difficult to access. One of our three backup drives has disappeared from the lab. It does not appear that we have lost any products keys, passwords or other sensitive material. Bob has replenished the supply of flash drives. He has identified additional scanners that may work with Windows 10. A copy of Bob's report is attached.

Apple: Doug Irish will need to decide whether or not to be placed iMac in the lab.

Lab Updates: All computers have been updated to the creator edition of Windows 10 except for the four machines on the left.

Public Relations:

Community Outreach: A link to the computer club website is now on the center's website. Phyllis talked to Carla and Jessica about the center's website.

Greeters: The greeters are not kept up-to-date on procedures.

New Member Liaison: Toni will be given the name, email address, and phone number of new members.

Publicity: The newsletter is fine.

Website: There were 6143 views in June, 1477 more than in May. Most of the views were on June 10 the day after the social. The presentation blog had 168 views in June compared to 721 in May. Elaine added the spring social gallery. Dennis Foley would be interested in helping with the website

Special Interest Group Reports:

Genealogy Users Group: there were several new people in the research session including Bob. At the last discussion group, Tom Doherty talked about several topics. We ran out of time because each of the topics take at least two hours.

Volunteer 50+: If you have not submitted an application to volunteer 50+, they are in the desk in the lab. You will need to keep track of your hours and submit to Doug Irish once a month when he sends the email. The banquet for the volunteers is very nice. The only problem was that you cannot see the speakers because the stage was not raised.

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

Respectfully submitted,  
Becky Bennett, Secretary