

# SCPD "Let's Compute" Computer Club

## Minutes of Board of Directors Meeting July 26, 2007

The Board meeting was held at 9:00 a.m. in the Idyllwild Room in the Mountain View Clubhouse. Board members present were: Lyn Morse, Jack Drill, Shelia Harbet, Kent McDonald, Howard Reese and Jan Grenert. Barbara Kaye was away on vacation. Also present were Pat Palladino, Chair of the Nominating Committee, and Moe Sullivan, Monitor Coordinator.

The minutes of the prior meeting of June 21 were read and approved after minor corrections. (Please see corrections shown on revised minutes).

Jack Drill, Treasurer, said he met with the Financial Review Committee and received their approval of the club's fiscal year end report. Lyn signed the report and Jack submitted it to the Association Financial Director, Michael Swift. Mr. Swift assured Jack that no 1099 forms would be issued.

The year-end fiscal report showed the operating account balance of \$127.65 with the reserve account balance of \$28,734.51 for a total balance of \$28,862.16. The year-end financial report will be placed on the club's website ([www.SCPD-ComputerClub.org](http://www.SCPD-ComputerClub.org)). A notice will be included in the Bits and Bytes newsletter advising members where they can find and review the report.

The Financial Review Committee consists of Auditors Betsy Lewis, Chair, Dale Seffer and Jim Rigney. The group complimented Jack's excellent financial records. The committee offered several points to our board. 1) The newsletter should include instructions to advise members that club financial records are available for members review on the website at any time. 2) Utilizing a "Request for Reimbursement" form. 3) Start a list of items to be included in the next review of the Bylaws including something to cover the ability of the club to do business and vote, utilizing email. 4) Key control items. 5) Use the club's Visa card for supply purchases. The Board agreed to take action on these recommendation.

The current balance in the operating account, as of this meeting, is \$13,036.64 and the equipment account balance is \$28,480.10 for a total treasure balance of \$41,516.74.

Jack reported the purchase of six more copies of Vista OS at the cost of \$30 each and three copies of Flight Simulator at \$25 each Shelia made a motion to locate the three new copies of Flight Simulator on the middle aisle seats on the PC side. Jack seconded the motion. The motion passed.

Jack presented an Estimated Budget for 2007/08. He made a motion to approve the budget as written. Shelia seconded the motion. The budget is based on an expected membership of 1077 with estimated income at \$27,280 and estimated expenses of \$27,280.00. The Board approved the budget. The Budget will also be place on the website for members' review.

Kent McDonald, Director of Communications, said the membership is at 588. Kent said that he emailed 1,054 members of record on June 12 with request for them to review the revised By Laws and vote for or against by return mail. Kent said he received 247 votes, with 237 in favor of adopting the revised By Laws.

Shelia Harbet, VP of Education, said she has not sent the password for Lynda.com to all teachers. She prefers to wait until a teacher requests the password. Several teachers have indicated an interest in teaching Vista. Shelia said she is scheduling a meeting for all teachers in September to plan classes for the upcoming season.

Shelia has made arrangements for Kerry Greene to use the lab for an instructive session for four or five moderators for the 'SCPDYahooGroups.'"

She also recommended the website [ohiosoftware.com](http://ohiosoftware.com) as a source for inexpensive software that could be purchased for General meeting door prizes.

The board agreed with the suggestion that the club send a sympathy card when a member or member's partner dies.

Howard Reese, Director of Programs, presented the board with a list of companies that he has contacted to present programs at the General meetings. Many of the contacts were made at the recent Southwest User group Conference that he attended. Howard explained that he is hoping to attract new programs, but would consider repeat presenters such as Staples etc. to fill in the program.

President Lyn Morse presented a letter from the Association's Julie Reese with requests for the following information:

- 1) A printed roster.
- 2) A monthly attendance report.

Lyn will follow up to find out specifically what is required.

Lyn said the By Laws have been sent to Sandy Sosnowski for her signature of approval, after which the By Laws will be posted on the club's website for members information.

Lyn introduced a charitable program that collects new or used DVD movies that are eventually send to the troops. She will ask Sandy for approval to place the collection box in the lab. Shelia made a motion to pursue the project. Howard seconded the motion. The motion passes with 2 abstentions from Jan and Jack.

Lyn said she had received some Pinnacle software to preview.

The members discussed setting a date to take an inventory of the lab. No date was selected. Jan said she has been listing the new purchases and will work with Jack to determine replacement costs of lab inventory.

Respectfully submitted,

Jan Grenert, Secretary