

SCPD "Let's Compute" Computer Club

Minutes of Board of Directors Meeting of July 31, 2001

The board of directors met on July 31, 2001. The regular meeting of July 24 was not held because board members were not available. Board members present were Sheldon Plotkin, Leonette Rowe, Bob Jameson, Ginny Sprinkle and Jan Grenert. Also present were Kent McDonald and Doris Kenriy.

The reading of the minutes of the June 19 meeting was waived. Bob made a motion to accept the minutes and the motion was seconded by Ginny. The motion passed.

Leonette gave the Treasurer's report. The balance in the treasury as of 6/30/01 was \$18,232.23. The balance as of 7/29/01 is \$21,451.47. Leonette presented a Category Summary Report of transaction from 7/1/00 through 6/30-01 and suggested that the board consider drawing up a budget for the current year based on the previous year's transaction. The board agreed and formulated a budget. (A copy is attached to these minutes.) This budget would be reviewed and revised in a couple of months.

The club has been given several training videos and a copy of the Britannica Software. It was suggested that the club set up a library for members use. Ginny will find someone who will be in charge of organizing the library and monitors will be asked to assist members in checking out items.

Doris reported that there is a shortage of monitors in August, leaving several lab hours slots open. She said she is planning to have a meeting of all monitors in September and asked that board members be present. It is necessary that monitors understand the internet hook up in the lab. Monitors should also be trained to be familiar with Earthlink and AOL in order to help members. A log book will be utilized to alert monitors to current, day to day, situations in the lab, and for the monitors to report problems arising in the lab.

Sheldon has been in contact with the Association's Omer Miller who has said that a Purchase Order has been issued for a new card for the lab that will allow for more phone lines.

175 survey forms have been returned to the lab. A compilation of the results will be incorporated into an Excel spreadsheet for analysis.

The board agreed to hold the next General Meeting on September 25. Members will be asked to sign in when attending the meeting.

Jack Cooley submitted a request to the board to allow the Berkshire Financial Club to place a box on the counter in the lab for the collection of payments from its members. The board approved the request, but will send a letter to Jack Cooley and Henry Jacoby stating that it is not responsible for the box or its contents. A member has offered to donate Mac software games to the club. The board declined the offer.

Arrangements will be made to transport the club's desktop copier from Norma Streeter's home to the lab.

Sheldon reported that the partitions for the club are on order (by the Association). A discussion was held on how effective they would be in allowing members to use the lab while classes were being conducted. The concern was about voices interfering with lessons and vice versa. Monitors for the open lab portion could be helpful in this situation. It appears to be a "wait and see" situation.

Jim Calvert asked – via email – if a white board would be available for the lab. Board members would prefer to purchase an overhead projector that would serve the same purpose.

Virus protection on lab computers was discussed. Members who use the lab for receiving e-mail may unknowingly open infected attachments. The virus protection has not been updated recently. It may become necessary to purchase new virus protection software for each computer.

Bob Jameson said one of the computers has a problem with the hard drive and asked what the board wanted to do about repairs. Bob was authorized to use his judgment to determine the problem and solution. It was suggested that he contact Barbara Kaye, a new member, who is a technician to see if she would help.

A discussion was held on our present computers with Windows 95 and 98 and the advisability of upgrading. Bob suggested that the club consider purchasing one new computer with a current operating system (Windows Me or XP) and software for evaluation by the teachers. If the new software is not significantly better than what we are now using, it may be advisable to stay with what we have now.

Doris Keniry discussed the Print Shop program. She now teaches classes using version 5 installed in the lab. Version 11 is the current version, but it necessitates inserting disks (1 through 8) and she foresees this would significantly slow down the classes. Doris suggests that what students learn in the lab on Version 5 is sufficient to allow them to successfully use Version 11 on their home computer.

The meeting was adjourned at 5:00 p.m.

Respectfully submitted,
Jan Grenert, Secretary

Let's Compute Budget 7-1-01 to 6-30-02

Outflow	Amount
Bank Charges	12.00
Checks	9.00
Copy Machine Cartridges	600.00
Duplicating Charges	700.00
Hardware	12,000.00
Mac SIG	200.00
Miscellaneous	100.00
OnLine AOL	300.00
OnLine Earthlink	250.00
Supplies	700.00
Maintenance	500.00
Software	6000.00
Total	