



April 4th, 2017 Board Meeting Minutes (Amended 4/9/17)

Present: Marc Busch, Yomar Cleary, Del Johnson, Rosemary Lloyd, Jerry Merino, Sharon Teeter, Sandi Ybarra

Not In Attendance: Tom Brandau, Bill Treadwell

Big Bear Computer Club Board Meeting: Yomar Cleary called the meeting to order at 1:35 P.M., April 4th, 2017 at the Bear Valley Senior Center.

Approval of the March 7th, 2017 Board Minutes: Rosemary Lloyd made a motion to approve the March, 2017 Board Minutes and Marc Busch seconded the motion. The Board unanimously approved the motion.

Approval of the Treasurers Report: Barbara provided a YTD Profit & Loss Statement. The Cash Flow numbers from an email dated March 7th reflect a March, 2017 ending balance of \$1,276.25. The Profit Loss statement reflects a March disbursement in the amount of \$86.19 (equipment), itemized March income in the amount of \$150.00 (member dues & renewals), \$160.00 (other income). These numbers now reflect an ending balance of \$1,500.006, effective March, 2017 also reflected on the bottom-line of our P & L statement. Rosemary Lloyd made a motion to approve the March, 2017 Treasurer's report and Marc Busch seconded the motion. The Board unanimously approved the motion.

Board Approval for incoming Treasurer, Tom Brandau: Sandi Ybarra made a motion to approve the new incoming Treasurer, Tom Brandau. Jerry Merino seconded the motion. The Board unanimously approved the motion, it is now official, Tom Brandau will resume the duties of Treasurer, effective immediately.

Setup Budget for the Computer Club: Barbara Moore did a rough draft of numbers and provided them to the Board for review. It was agreed by the Board that a budget should be setup for our Club on a yearly basis. Yomar Cleary and Del Johnson agreed to meet, look over some projected numbers, compare them to hard-numbers from our P & L Statements over the last three years and come up with an annual budget for the Board to review, discuss and put into effect once all is agreed on. Several Board members had suggestions, but it was agreed that all should be tabled, allow the committee of two prepare some hard numbers to review, and vote into effect for the balance of this year, 2017 and continue this procedure on an annual basis.



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Membership Update: Barbara Moore updated the membership roster and e-mailed it to Yomar Cleary, who made some adjustments and concurrently e-mailed it to the Board members prior to our April 4th Board meeting. The following was discussed:

- 1) Add Tom Brandau & Pricilla Kent to the list of recipients for new-member bags.
- 2) Sandi Ybarra to create guest cards for the CC, present at the May Board meeting for approval, to be used at future general meetings to obtain information and follow-up with the first-time guests..
- 3) Temporary stick-on nametags were purchased by Yomar Cleary to be used for our first-time guests at future general meeting, beginning at the April 11th meeting. These nametags are available at the Dollar Store.

Birthdays and Anniversaries: **Happy Birthday** to Del Johnson (2/9), Sharon Teeter (3/5), Rosemary Lloyd (4/10). **Happy Anniversary** to Merino's (3/21), Busch's (4/17), Cleary's (4/23).

Refreshment Chair, Sharon Teeter: Sharon reported a balance of \$83.17 as of March, 2017. A donation was made at the March General Meeting in the amount of \$9.59, a debit in the amount of \$8.97 to purchase water and \$9.00 for creamers, which brings the current balance on-hand to \$74.79, effective 3/31/17.

Meeting Refreshments: There were two members that signed up to provide refreshments at our April 11th meeting. In addition, Yomar Cleary and Jerry Merino agreed to provide snacks. Thanks again to the Board members that stepped-up. Sandi Ybarra will do reminder calls to the two members that signed-up. The sign-up sheet will be distributed at the April 11th meeting for snacks at the May meeting.

April Program: Bruce Aronson will be our presenter at the April 11th meeting. Rosemary Lloyd needs to mail a check in the amount of \$50.00 to Jerry Buckner for his overnight provisions at her B & B. Rosemary and Marc will handle the audio/visual needs for the presentation. We will be presenting Bruce with a Certificate of Appreciation, no CC binder this time, he has one from past presentations.

Brief Presentation to Barbara Moore: The Board presented Barbara Moore (Treasurer) with a Certificate of Appreciation for her many years of service; 2005 to current. Barbara and her husband, Coke are moving to Canada to begin a new chapter in their lives with Barbara's daughter. Barbara was also presented with a check in the amount of \$125.00, in lieu of a plaque, to defray some of the expenses of moving. Barbara was very pleased and gave us a fond goodbye. Much luck to the Moore's.



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General Meeting Presenters for 2017:

- **May 9, 2017.....Marc Busch & Rosemary Lloyd:** Presenting “Troubleshooting Hardware and Software”.
- **June 13, 2017..... Jim McFarlan:** Presenting “Cyber Security”
- **July 11, 2017..... Summer Potluck:**
- **August 8, 2017..... Marc Busch & Rosemary Lloyd:** Presenting “Troubleshooting Hardware and Software”. Part 2.
- **September..... Bob Gostischa, Presenter.** Need confirmation. We discussed doing Group Training.
- **October.....Marc Busch:** Presenting “Home Folding”, Confirmed
- **November.....RAM Session**

Vacant Board (Chair) Position: Hospitality Coordinator. According to Yomar this is not a big job, simply doing check-in the day of our General Meeting and accepting membership dues, renewals, new member paperwork and distributing the nametags, to include temporary nametags for the first-timers. Keep the nametags filed in alphabetical order and turn all monies and paperwork over to the Treasurer.

NEW BUSINESS:

Board Dinner: Yomar Cleary thanked everyone for their participation. Great time had by all. Next year we will have the restaurant bill participant’s personal credit cards for their alcoholic beverage orders. All other billing is picked up by the Club treasury, all-inclusive with the exception of the \$20.00 for member guests. OCI did a nice job for us, in addition they included a local organizational discount on the total bill, very nice surprise.

Phone Bank: Brief discussion, Board agreed to continue doing the phone bank, to now include the first-time guests to be tallied after each meeting and divided up between the callers: Marc B., Rosemary L, Bill T., and Sandi Y. In addition, Sandi will call all the first-time guests, a list provided by Yomar, from the February and March meeting. That list will also be divided between the callers for all future phone-bank calling beginning May, 2017. No longer need to ask the question regarding Sr. Center membership, according to Jerry. These new first-time guest information will be provided from the guest cards we are planning to implement at our General meetings, beginning at the May, 2017.

Website Pay Pal Link: Bill Treadwell was absent from our April Board meeting so this discussion will be tabled until his return.



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Workshops for 2017: Yomar provided the survey results and asked all Presenters to read their Workshop Bio, get back to her with any necessary changes. We calendared all Workshops for the 3rd Monday of the month beginning May, 2017 ending October, 2017 (**4th Monday**). Based on the results of the survey, the Workshops are scheduled as follows:

May 15th, **Digital Camera Computers, Tablet & Smart Phones**, Rosemary Lloyd

June 13th, **Microsoft Excel**, Bill Treadwell if available. Yomar Cleary as back-up

July 17th, **Windows 10 Settings**, Marc Busch, Rosemary Lloyd

August 21st, **Security**, Marc Busch

September 18th, **Settings on you Mobile Devices**, Marc Busch, Rosemary Lloyd

October 30th (4th Monday), **Microsoft Publisher 2013**, Sandi Ybarra

All Workshops are scheduled from 1:15 to 3:15 in the main lunchroom of the Sr. Center.

Epson Copier: Marc Busch agreed to do a little more research as to the actual value of the copier, best option to sell and for how much. Marc will also verify pickup of the printer should that be an issue. It was suggested that we may end up scrapping this printer if the value isn't great enough to do otherwise. Again, pick-up needs to be addressed.

July Potluck: After a brief discussion by the Board it was decided to fore-go any kind of fund-raiser/silent auction, etc. Unanimously agreed to a BBQ, (2 BBQ's available at the Sr. Center, according to Jerry Merino). There will be music, food (potluck) and fun.

Historical Data: An Adhoc Committee was set in place to include; Marc Busch, Yomar Cleary, Sandi Ybarra. The committee will meet at Yomar's house on May 25th, 1PM to go through all data that Sandi Ybarra has collected from the membership and Board. The committee will lay out a game plan going-forward. Del Johnson volunteered to do any necessary scanning of the data. This first initial meeting will be reviewing materials, then discuss the best way to organize and file the data. There is approximately 20 years' worth of materials to go through, which consists of newspaper articles, pictures, three large albums with a variety of materials, CD's, and more. This is a big undertaking but should be a fun project once we get into it. This will be a great source and legacy for our club.

Newsletter: Yomar Cleary will submit a quiz to Bill T., Editor of Bearly Bytes to be included in our monthly newsletter. The Board decided to list all the new members and renewals in the monthly newsletter. Yomar agreed to track and record all the necessary information and provide it to Bill T. for placement.



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Recyclable Ink Cartridges, Cell Phones: Yomar asked for some assistance in doing a mailing project/fund raiser for the Club. All the mailing paperwork and postage is provided, just needs to be organized, sift through all the materials and determine what is not accepted by the vendor according to their paperwork. Rosemary Lloyd agreed to help Yomar with this project. This is one of the few fund-raising projects the Club is involved in.

Facebook: Our Facebook address is: <HTTPS://www.facebook.com/bbcomputerclub>. We need an Editor/Moderator and a sub Editor/Moderator. Yomar asked for volunteers, and had questions as to uploading pictures on Facebook. We discussed post-meeting pictures for Facebook and the need to get a release from members for our Facebook page. The Board was in agreement, we should obtain and keep a release on file for any possible litigation. Several Board members were familiar with issues that could in fact arise without the proper release on file. Rosemary agreed to work with Yomar on this project, including having her name added as the Sub.

Open Forum:

Sandi Ybarra mentioned having an issue with the sandwich board which has been placed on North Shore announcing our CC monthly meetings. Apparently someone is running over the sandwich board, as a result, Bob Ybarra had to do repairs for the last two months. It became obvious to Bob that this was deliberate. After a brief discussion, the Board agreed to place the sandwich board on Greenway. The Board decided to fore-go any further placement on North Shore. Effective April 11th, there will be a sandwich board in front of the Sr. Center and the other sandwich board will be placed on Greenway and BB Blvd.

Motion to close the board meeting: Marc Busch made the motion to adjourn the meeting at 3:35 p.m., Sharon Teeter seconded the motion and it was approved unanimously. The next board meeting will be held on Tuesday, May 4th, 2017 from 1:30 p.m. to 3:30 p.m. at the Bear Valley Senior Center.

Sandi Ybarra, Secretary
BIG BEAR COMPUTER CLUB