



September 5, 2017 Board Meeting Minutes

Present: Yomar Cleary, Del Johnson, Rosemary Lloyd, Jerry Merino, Bill Treadwell, Sandi Ybarra

Not In Attendance: Tom Brandau, Marc Busch, Angie Pezina, Sharon Teeter

Big Bear Computer Club Board Meeting: Yomar Cleary called the meeting to order at 1:31 P.M, September 5th, 2017 at the Big Bear Valley Senior Center.

Approval of the August 1st, 2017 Board Minutes: Due to Board members not reviewing the minutes that were e-mailed for review on August 3rd, in addition; Yomar sent an attachment with the September Agenda, unfortunately they were the red-lined revisions v.s. final version of the August 1st Board Minutes, and finally, three Board members were absent from today's board meeting, so the Board agreed to defer approval of the August 1st Minutes until the October, 2017 Board Meeting.

Treasurer's Report (to include August Financials) by Tom Brandau: Purchase of pens with stylus & gift box in the amount of \$76.99 from the National Pen Co. Unable to add our club logo due to too much detail. Our website address was included on the pen. We received 75 pens, 50 gift boxes and discussed how they should be distributed. One suggestion was to issue a pen to all new members and folks that sign up for and attend our workshops. We will discuss additional distribution of these pens at the October Board Meeting. Yomar gave each Board Member a pen at today's meeting. These are great looking pens and well worth the cost. The Board is concerned about distribution, and in a time frame that will ensure their performance (dry ink issue). One or two Board Members suggested that the pens will probably maintain their integrity for at least a year, thru the end of 2018.

Amazon Smile: A credit was deposited to the BBCC account in the amount of \$8.60 for the second quarter, 2017 (April-June). The Board did not consider this substantial, but agreed every little bit helps.

Tom's e-mailed a Cash Flow Report to each board member due to his absence from the Board meeting today. This report reflects a current bank balance of \$1,294.25. Today's report was kept as a report-only as no formal approval was called for. We will defer this to our October, 2017 Board Meeting.

NOTE: Board members are directed to review the Cash Flow Report dated 8/31/17 and the Board Minutes dated August 1st, 2017 and September 5th, 2017 prepared to approve all at the October, 2017 Board Meeting.



September 5, 2017 Board Meeting Minutes

Membership Update, Tom Brandau:

Guest cards: David Rozas; Kailani MacDaniel; & Kurt McKinder, two of these guests actually live in Hawaii so we will probably only be able to draw membership from one remaining guest.

New Members: Rita Robinson & Andrew Campbell paid dues.

Non-Payment of Membership Dues: Martin Krause; Michael Holman, Sherry Worden, James Wright and James (Odie) Odekirk. Yomar asked the Board what we should do with the members listed above, who are behind in their dues, also not actively attending the General Monthly Meetings and the Board agreed unanimously that all should be dropped from the active membership roster. Yomar will archive these members to an in-active status, but will include them in future information on Club activities, and continue sending the Club's newsletter (Bearly Bytes).

Birthdays & Anniversaries: September 12th is Yomar's birthday. September 27th is Tom Brandau's birthday. Happy birthday guys!!!!

Refreshment Update: According to Yomar, Sharon Teeter reported to her via e-mail that the current balance of our refreshment fund remains the same as reported at last months (August) meeting. The current balance is: \$75.46.

Refreshment Sign-ups for the September General meeting:. Sandi provided Yomar with the sign-up sheet following the August meeting. We have 3 people that signed up to provide snacks for the September meeting. They will be given a reminder call from Yomar as Sandi is unavailable. Once again Yomar takes on another job that needs to be done. Thank you so much Yomar, it is greatly appreciated.

Old Business:

General Meeting Presenters for 2017:

September 12th General Meeting Bob Gostischa presents "Tips for Staying Safe Online & Preventing Identity Theft". Bob has arranged to stay at Jerri Buckners B & B.

October 10th General Meeting, Marc Busch presents "Home-Folding"

November 14th General Meeting, A RAM Session presented by Rosemary Lloyd and Marc Busch.



September 5, 2017 Board Meeting Minutes

Hospitality Chair/Co-Chairs: Tom Brandau and Sandi Ybarra will continue to meet and greet members and guests until we are able to fill the current Hospitality Chair vacancy. Yomar has agreed to make name tags for new members. It would be great if our Board members would consider taking care of the name tags to relieve Yomar of this job, since she is on overload with all the duties that she currently maintains for the Club, in addition to her Presidential duties. Maybe we could rotate, and each Board member take a turn at this; that way no one Board member would have to maintain this indefinitely. Every Board member has the capability of doing this very simple job. Please consider volunteering yourself and we can place this on the October Board Meeting Agenda.

Rosemary Lloyd/Bill Treadwell, Website Pay Pal link: Needs to be setup for donations vs dues renewal on our Website. Bill to make a custom button and change the word “donate”. This project is a bit of a challenge and somewhat time consuming, that is why it continually shows up month after month on the Agenda. Bill and Rosemary have asked that we show this action item as “Still pending”. The Board understood and agreed to give them the time they need to complete. No date of completion proposed at this time.

Workshops for 2017

September 18th, Presenting Mobile Devices: Eight people signed up for this Workshop. A press release was issued, and Facebook and Big Bear Chat was posted. Rosemary and Marc are presenting and assisting. Yomar will be collecting the money and receipts, do the printed handouts. We will need help setting up at this Workshop, that was not established at today’s meeting so hope to count help in that area on Sept. 18 Workshop. Thanks in advance.

Evening Workshops: Yomar contacted Ellen Clarke, (Marketing Executive) for the Big Bear Chamber of Commerce. Ellen informed Yomar that our Club can hold 4 hour workshops on weekdays and weekends. Ellen sent Yomar a copy of the Chambers guidelines and contract for use of the meeting room. Pam Scannell (Chamber Director) would like to discuss co-hosting our Saturday workshops and asked to meet with the Club to discuss arrangements. The Board had a brief discussion about the Chambers proposal and all agreed this could be a very positive partnership, both in marketing and meeting needs of the business and professional community through the efforts of the CC Workshops and training programs. Yomar will contact Ellen and Pam to see if they can gather some information regarding what Workshops would be most beneficial to the chamber and the business community. This will help us prioritize next year’s Workshop schedule.



September 5, 2017 Board Meeting Minutes

Proposals and Suggestions from Marc Busch, V.P.: Marc e-mailed Yomar a list of suggestions with regard to fee's for service and membership/renewals, etc. They are as follows: 1. Increase workshop fee's; 2. Marc inferred that 60% of retirees in Big Bear are on fixed income and we are losing many members and should keep fee structure synonymous to down the hill (\$35-\$120); 3. Maintain a threshold fee at \$25 per person, or maybe \$20 instead of \$25; 4. Pre-paid for workshops thru PayPal. Include a discount for workshops offered to membership (\$17.50) rather than \$25; 5. Membership workshop package at \$70 per person or \$100 per couple.; 6. Voiced concern for a depleted (CC) bank account.

Yomar's response to some of Marc's suggestions/concerns: Yomar researched the clubs membership records and our membership has steadily increased every month this year, (since the month of February). Yomar went back to 2003 and we have not had a recorded attendance of 100 at a General Meeting. Regarding our workshop attendance, over the last three years the workshops have averaged 8 to 10. Regarding our bank account, it is actually very solvent considering the large purchases of various equipment and supplies that the Board approved for 2016, 2017. We are averaging around \$1200.00 of discretionary funds in our bank account and that will increase considerably when new membership and renewals come in at the first of the year. We are nearing the end of our business year, and go dark in December and January. Theoretically we only have two more operating months (October, November, 2017). Following these issues, Del Johnson voiced concerns about having a solid business plan, reflecting a monthly budget, timing of payments due for various entities that we support, and a YTD amount. The board members agreed with these comments and Yomar indicated that this could be easily accomplished, but would require future meeting/meetings of Board members that could add value and viable information as to how to put all of this on paper, to be approved by the Board and put into effect. This discussion will be agendized for the October Board Meeting.

In-Motion Hosting: Yomar needs the website account number, password, and user name. Her concerns are based on future use if needed and maintaining a record of this information. Rosemary agreed and indicated that she would provide Yomar with all the information requested from our "In Motion Hosting" vendor. At this time the information is maintained by Rosemary and Tom.

Bearly Bytes Help Line: We would like to ask Tom Brandau to be our representative on the Mac User Help line. It was decided to push this discussion to next months (October) meeting when Tom is in attendance.

Epson Copier: Marc Busch to research the Epson copier's worth, sale and financial opportunity for the club. It was decided to pursue this at next month's (October) meeting due to Marc's absence at today's (September) meeting.



September 5, 2017 Board Meeting Minutes

Equipment Inventory: Pending, per Rosemary Lloyd

Website: Membership application corrected on the Website. Del Johnson's picture is now posted. Angie Pezina, our Sunshine Chair is selling their home in Big Bear. She will temporarily continue her duties until home sells, according to Yomar. Old membership applications need to be discarded and Marc needs the new applications available for the general meetings.

Historical Data: An Ad hoc committee was formed early this year, (2017) to organize the computer club's historical data. The committee consists of Marc Busch, Del Johnson, Yomar Cleary and Sandi Ybarra. Marc and Del are scanning the documents. Del is having some challenges with his computer, but has scanned documents, just can't do much follow-up or final filing convention. Del indicated that his son is providing him with a new computer from Microsoft. Del did not indicate that he needs any assistance at this time. Marc has uploaded all the photos to Google. Yomar has all the pictures on a USB ready for uploading. Marc offered his assistance to upload the pictures from USB to Google for Yomar. Rosemary and Marc are checking on the possible purchase of an external hard drive to load all Computer Club data. Rosemary suggested to go the SSD route. There were several suggestions (Del Johnson) as options in lieu of purchasing a new external hard drive (\$150.00 suggested retail). The Board unanimously agreed this is putting the cart before the horse at this juncture and agreed the project should be completed before investing in equipment to store the data. Further discussion will take place at future board meetings.

Computer Club under the Umbrella of the Big Bear Senior Center: Yomar contacted Judy Taylour representative of APCUG. Judy provided the names of two Computer Clubs who are partnered with their Senior Centers. The two clubs are Glendora and Claremont. Yomar contacted both clubs and received information from Jim Glass of the Glendora Computer Club and Sandy Skipper of the Claremont Computer Club. Yomar proceeded to read the information that was provided by both clubs, in reference to their partnership with their respective Sr. Centers. The information is as follows:

1. Glendora Club meets at the Senior Center. They remain independent as a Computer club. They do not pay rent. They have their own checking account. They donate to the center for their coffee and misc. improvements. (Very similar to Big Bear Computer Club).
2. Claremont Club remains independent. They have their own board, do not pay rent and maintain attendance which they provide to the Senior Center for their records.



September 5, 2017 Board Meeting Minutes

As it turns out these two clubs appear to operate basically the same way Big Bear CC does in our partnering with the BB Sr. Center. A discussion ensued with regard to offering an attendance report (CC) to the Sr. Center on a monthly basis, should it add any value to their records when applying for grant money or a possible enhancement to the Nutrition Program based on total attendance.

Judy Taylour (APCUG): Judy asked Yomar to submit a business card for recruiting purposes and so she submitted the BBCC cards. Judy was impressed that we have a CC business card for marketing and recruiting purposes and appreciated Yomars quick response. In addition, Judy sent us a check in the amount of \$350.00, this information to be kept to our Board members only. Apparently APCUG had a credit provided by the Pomona Kellogg Center, where we held our last three Annual SW Computer Conferences. Since the Big Bear Computer Club was so pro-active at the conferences, APCUG decided to allot a portion of these funds to our Club for a “Job Well Done”. Many thanks to APCUG, and to all the Board Members that so faithfully attended the SW Conference every year and participated when called on. All of us who attended SW Conference had the privilege of assisting, primarily with the Opportunity Drawing/Door Prizes. It was always a lot of fun, and that fun was repeated every year that we attended. Thanks again to Judy Taylour and APCUG for this unexpected and generous consideration.

Open Forum:

Rosemary Lloyd informed us that three Sr. Club members signed up for the training on the new computers at the Sr. Center. This training begins tomorrow, Wednesday, September 6th, 1 to 2pm.

Jerry Merino concerns with the Board regarding a statement made at the Sr. Center Board Meeting. Jerry quoted Neil as follows: “Yomar promised that we (CC) would change our meeting day that the club holds its General Meetings”. Of course we all know this is incorrect. What we discussed and agreed on was to angendize and further discuss a possible change to our meeting day after the first of the year (2018). Further discussion ensued, it was discovered that the Grief Group would like to meet in the room we use for our General Meeting due to too much noise and commotion in the room where they currently meet. The Board looked at the Sr. Center calendar and mulled over several ideas, threw out some suggestions and ended up making the decision to change our Board meeting to the second Tuesday of the month, holding our Board meetings in the smaller room on the east side of the center, behind the office.



September 5, 2017 Board Meeting Minutes

Our general meetings will be held on the first Tuesday of the month in the same room we currently use at the Sr. Center. Since we go dark in December, the Grief Group can begin using our room in the month of December. Jerry Merino will inform the Sr. Ctr. Board as to the changes and availability effective December, 2017. The Board also decided to schedule a Board Meeting on January 9th to shore up plans for the February General Meeting, which will be held the first Tuesday in February (Feb 6th, 2018). The March General Meeting also falls on March 6th also, (1st Tuesday). Yomar agreed to take Board notes in Sandi's absence. Sandi will type the minutes when she returns and get them e-mailed to all Board members in time for the General Meeting on February 6th.

We have simply switched the Board Meetings to the second Tuesday and moved the General Monthly Meetings to the first Tuesday. To reiterate, the Board Meetings will be held in the back room of the Sr. Center, effective January, 2018. Please include these new dates on your calendar. For those of you who did not attend today's Board Meeting, this subject will be on the agenda at our October 3rd Board Meeting for further discussion and/or confirmation.

Motion to close the board meeting: Bill Treadwell made the motion to adjourn the meeting at 3:16 P.M., Rosemary Lloyd seconded the motion and it was approved unanimously. The next board meeting will be held on October 3rd, 2017 from 1:30 p.m. to 3:30 p.m. at the Bear Valley Senior Center.

Sandi Ybarra, Secretary
BIG BEAR COMPUTER CLUB

Attachments: Cash Flow Report dated 8/31/17, August & September, 2017 Board Minutes