

COMPUTER BUGS BOARD MEETING MINUTES

October 2, 2002

The Board Meeting for Computer Bugs was called to order by Vice President, Rury Erwin at the Lube and Latte at 10 AM.

Those in attendance were:

Rury Erwin, Vice President
George Moffett, Director at Large
Flo Hulben, Director at Large
Cindy Frego, Treasurer
Lois Bohannon, Secretary
Marion Miller, Education Committee
Jean Defreze, Education Committee
Barbara Hoffman, Education Committee
Joanne Shields, Web Master
Jim Frego, Advisor to the Board of Directors

The minutes were approved as presented on the web page.

The Treasurer, Cindy Frego reported:

Balance on hand as of August 24th \$3,520.84

Disbursements

Echoweb plaque	\$30.00
Fairground Dues	440.00
T-Shirts	209.50
Refund on Scanner	30.00
Stamps/Envelopes	15.79
Cancelled Check	15.00
Phone Jack Installation	108.50
T-Shirts/Totes	238.45
Deposit for Bookmarks	95.00
TOTAL	1182.24

Deposits

Sept. 3, 2002	\$622.30
Sept. 12, 2002	1536.10
Sept. 23, 2002 (interest)	4.22
Sept. 26, 2002	1402.10
TOTAL	3564.72

BALANCE October 1, 2002 \$5903.32

OLD BUSINESS

Dues – The Board confirmed that the annual dues are \$20.00 per person, due on the date of joining.

The board considered giving a couple a discount but as of now the club is in need of the money so it will be considered in the future. The membership committee will notify members when their dues are due.

Ways and Means – Cindy Frego reported that raffles will be held every other month, the next one being December.

Honorary Membership Report – It was defined by the Board that Lifetime membership means lifetime, and Honorary membership is for one year. Jim and Cindy Frego were awarded Lifetime Memberships at the September 25th General Meeting after a motion was made, seconded and passed at the meeting.

Telephone Line Report – Affordable Telephone Company was contracted to install our phone jack. It was the most reasonable of several companies. \$108.00 was paid to have the phone jack installed. The line was set up with Quest for local calls only. All other area codes are blocked out.

Incorporation Papers – Ernie Coffman is working on the incorporation papers. This process takes time and there is still more work to be done. He is waiting on a reply from Salem.

Biographies in Newsletter – It was decided by the Board that biographies be put in the newsletter not just to fill in but should be purposeful. They will be put in once in a while. Joanne Sheilds reported that there is a bulletin board on the website and if an announcement is needed before the next newsletter it can be posted on the web page. Rury Erwin reported that we need a deadline for items for the newsletter and she is to get that deadline.

Education Committee Report – Barbara Hoffman reported for the committee. The committee is concerned about the quality of teaching and what to offer for the beginners that are joining the club. Jim Frego reminded the committee that we set up the club for only three beginning classes and the rest for intermediate and advanced users. A discussion was held on what beginning classes to offer. The Committee wants to offer Windows, E Mail, Internet and Word. When a beginner walks into the club they are to be handed a packet. The committee wants to include in that packet: a brochure with details of the club, copy of a recent newsletter, calendar of classes, application form, bookmark, mentor information and a handout of some common computer procedures. The education committee is to give the board a report of what classes they want to offer and the board will vote on them.

Mentor Report – Flo Hulben reported that the mentor program now has 17 volunteers. These volunteers are divided into geographical regions so if a mentor has to go into a member's home it will be close by. It was decided that a meeting be set up for all the mentors to give them information on what instruction to give new members.

NEW BUSINESS

Minutes taken at General Meeting – It was decided that the business portion of the general meeting needed to be recorded and put in the newsletter or posted. Lois Bohannon will do this.

Contract with ASAP – the lease agreement with ASAP was discussed by the board. The only concern was Article 13 that stated that the lessee shall be liable for any loss or damage repair which occurred during the term of the lease agreement. This should be changed to “during our use of the facility”.

Who should sign contracts for the club? – It was decided that all the officers should sign the agreements.

Liability Insurance – insurance is needed when using the lab. Jim and Cindy Frego will contact the insurance agent about liability insurance for ASAP.

Special Interest Groups – At the last meeting it was suggested that we have a sign up sheet for special interests. We had very few interested so we will not form any groups at this time.

Web Page – Handouts for the classes are put on the web. Anyone could have the information. Joanne Shields reported that she can easily put in a password so only registered class members can get the handout. To sign up for a class, members can call either Mildred Kiefer at 472-8128 or Helen Rhodes at 955-8622.

Members must call them before going to class. The class instructor will then give JoAnne Shields a roster of the class members.

The next board meeting will be posted on the web site.

Respectfully Submitted,

Lois Bohannon