

## TBCS Regular Board of Directors Meeting Minutes – 6/12/2013

Present: Rudy Crawford, Tom Dixon, Dave (Doc) Dockery, Jack Marscher, Chuck Oppermann, Sam Richardson, Lynne Robertson and Chuck Vroman.

Absent: Howard Smith

Members/Others: 7 guests

### I. Open

- a. Approve Minutes of 5/8/2013 regular meeting -Yes= 8, No= 0.
- b. Membership Report:

Jan: 856 + 130 Associates = 986  
Feb: 842 + 127 Associates = 969  
Mar: 813 + 120 Associates = 933  
April: 963 + 146 Associates = 1,109  
May: 906 + 135 Associates = 1,041

- b. Treasurer's Report:

Jan: \$14,953  
Feb: \$16,846  
Mar: \$16,926  
April: \$15,350  
May: \$14,384

Sam Richardson made and Rudy Crawford seconded a motion that we consolidate all bank accounts into one and Lynne Robertson is added to the signatory.

### II. Speakers

June: Chuck Oppermann: New Office 365  
July: Howard Gray: Routers  
Future: June Hollister

### III. Old Business:

- a. Department reports:
  1. Resource Center – No problem.
  2. Clinic – No problem.
  3. Computer Lab – Jack Marscher acquired a new 50" TV donation from Best Buy.

4. Meeting Room – We will be getting a document with a description of the operation of the A/V system. Rudy Crawford will turn on the AC in Main Hall at 3PM on General Meeting days.
  5. Media Center – No problem.
- b. Communications & Publicity
1. Bulletin – No problem.
  2. Website – Sam Richardson announced that she was changing to WordPress.
  3. Publicity – Send a second Bulletin occasionally to feature a SIG and special event. Lynne Robertson will contact Jan McNulty to prepare a Bulletin Board explaining the various SIGs. Janet Dixon will publicize SIGs.
- c. Educational Activities
1. SIG – No problem.
  2. New Classes – Harley Woodburn will do a Beginners Windows 8 class in July. Mike Eccles will teach Windows 8 9-11am on Fridays in August.
- d. Open Task Items
1. Outstanding Password and Account Information – Chuck Vroman
  2. Thank You letter to Best Buy – Chuck Vroman

#### IV. New Business:

1. Prices for A/V work – Jack Marscher will set up a price list.
2. Tax preparation – Tom Dixon will work with Denise Mensa-Cohen to prepare taxes.
3. Bulletin Editor – Chuck Vroman will do the Bulletin this week. Chuck Oppermann will be Editor after that.
4. Process Definitions – Each member should write up a document about the procedures that are done in connection to their positions.
5. The bookkeeper will be asked if she wishes to resign and Howard Gray will be the replacement. Tom Dixon will return all financial records to the office forthwith.
6. Facebook Page – Chuck Oppermann showed the page with the Best Buy TV donation.

#### V. Adjourned.

Respectfully submitted,

*Lynne Robertson* Secretary