

SENIOR COMPUTER CENTER OF SANTA CRUZ
COORDINATING COUNCIL MEETING
FEBRUARY 15th 2012
Meeting held at Loudon Nelson Community Center, 301 Center St.

PRESENT: Joyce Bush, Ralph Bushey, Gail Charlotte, David Copp, John Field, Irv Grossman, Ken Jenkins, Paul Kliebrink, Judy Nielsen, David Summer
STAFF ATTENDANCE: Kim Fryer
Ken Jenkins, Chairperson, announced that a quorum was present and called the meeting to order at 1:36 p.m.

I AGENDA

A. GENERAL ANNOUNCEMENTS

Kim reported that the Center has a new employee, Gloria Walker, who will assist Kim part-time and will also be replacing Nancy Whaley (who is retiring) on organizing the senior trips.

B. CHANGES TO THE AGENDA

Add under "NEW BUSINESS, Item D - Recycling Program"

II APPROVAL OF MINUTES

After discussion and upon motion duly made and seconded, it was unanimously RESOLVED, that the November 9th 2011 minutes of the Coordinating Council be, and they are hereby, approved.

III TREASURY REPORTS

The Treasury Reports of November 2011, December 2011 and January 2012, as outlined in the Agenda, were discussed and, upon motion duly made and seconded, it was unanimously RESOLVED, that the Treasury Reports be, and they are hereby, approved as corrected to reflect the following closing balances: November 2011 \$30,565.03, December 2011 \$30,634.29, January 2012, \$32,180.30.

IV OLD BUSINESS

A. PRINT SOFTWARE REPORT

Ken reported that the print software is now working satisfactorily thanks to Paul Campbell's consultation. There are still some minor issues to resolve but the majority of the reported problems have been resolved.

B. WINDOWS-7 UPGRADE REPORT

Ken reported that the Windows 7 upgrade was successful but there are still some issues that need to be resolved. Primarily, the disk restore feature which erases all activity for a given period seems to have been eliminated and there does not seem to be a viable alternative that suits our purposes. Ken will continue to search for an alternative.

V NEW BUSINESS

A. BUILDING CLOSURE (SPRING BREAK)

Kim reported that the Loudon Nelson Center building will be closed for one week, from March 31st to April 7th for a lead abatement project on the window frames. Windows will be replaced at a later date but this will not impact operations at Loudon Nelson.

B. MAC-WORLD FIELD TRIP

Kim reported that six people were on the trip - Kim, Judy, Dav, Gail; Ray Sherrod and two other travelers. They did not need to hire a bus, but travelled in the Center van. They gave reports of "excellent", and it was interesting to hear that they considered 50% of the attendees were of "senior citizen" age.

C. PENDING FOPAR ACCOUNTING ADJUSTMENT

Kim presented the attached sheet showing FOPAR Audit Adjustment, following which discussion took place: The FOPAR administration (who manages the bank accounts for all agencies umbrellaed under them) recently converted their records keeping from Excel spreadsheet to QuickBooks. This transfer uncovered some significant errors in the accounts of many of these agencies including the Senior Computer Center. Unfortunately, this will result in a significant reduction in funding for the SCC to the amount of -\$7,147.05. Kim reported the FOPAR administrator and the Supervisor expressed their deep regret in this situation and presented a check list of best practice recommendations from the auditor in order to avoid any future issues. It was agreed that, with the best practices in place, that accuracy should be maintained and no further issues should occur. The adjustments will be adopted and the account will be closely monitored. Should any further issues arise, we will consider moving to an independent account under our full control.

B. RECYCLING PROGRAM

Kim reported that the battery recycling collection buckets are working well, with good response. A program for recycling of print cartridges will be started by Rapid Refill, with collection buckets at Loudon Nelson. The company will pay a certain amount per cartridge any funds acquired will be given to the Senior Computer Center.

VI. ADJOURNMENT

There being no further business to come before the meeting, and upon motion duly made and seconded, it was unanimously RESOLVED, to adjourn. The meeting adjourned at 2:50 p.m.

The next official meeting of the Coordinating Council will be held on Wednesday, March 14th 2012, at 1:30 p.m.

Respectfully submitted,
Joyce Bush
Secretary