

Senior Computer Center Council Meeting

7 June 2018

Attending: Alan Schlenger, David Copp, Kelly Mercer-Lebov, Bill Firestone, Carolyn Wardrip, Gail Charlotte, Jack Mead, Emilio Galvan, Isaac Steinbrook, Jean Brubeck

Minutes of the previous meeting were approved.

NOTE: Alan suggested putting the meeting notes online so that all members are able to read them. Isaac will look into this.

Bylaws:

Dave Copp presented suggested changes to the bylaws.

ACTION: Dave will email a copy of the draft changes to Kelly to be included with the online meeting notes.

Isaac suggested that a dollar amount be set for inexpensive purchases requiring only Kelly's approval rather than the entire council. The council agreed and approved \$200 as this limit.

Suggestions for changes to the Bylaws draft should be sent to Dave no later than 1 week before our next council meeting on 6 September at which time we will vote to approve the bylaws.

Survey:

Kelly presented the results of her survey. There are currently 161 members.

- 30 members responded to the survey.
- Devices used are mainly divided between PC laptops or desktops and Apple laptops or desktops, iPhones, and iPads.
- Best times and days for classes - Wednesdays and afternoons are the much preferred day and time.
- Photo/Video management and cyber security are the top 2 types of classes desired.

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New Printer:

A new printer is needed as the current one does not meet our needs. Isaac presented information on a Brother Digital Color printer. The Amazon Dash Replenishment service measures toner levels and can automatically order them. The cost of the printer is \$176.96 and replacement ink for 5 cartridges is \$73.95.

The Council approved the purchase.

ACTION: Kelly will purchase the printer and activate the Amazon Dash Replenishment service

Restroom Access:

Keypads are now in place. Lab monitors will be given the code when they come in. At 1:30pm the day's code will change.

Scholarship Application:

Kelly created a brief application that members may use when applying for a scholarship. At this time, there is no set limit on the number of available scholarships.

FOPAR Account Balance:

\$32,800

Participation rate at open lab hours:

The participation rate during open lab hours is noticeably lower than in the past. The council discussed ways to better publicize the center. Jean suggested reaching out to senior centers.

Kelly suggested considering advertisements in the Good Times or Sentinel. The SC Sentinel has an insert magazine, Live it Up, that will be distributed at senior centers and residences. A 1/2 page ad in Live it Up costs \$475 and the magazine comes out quarterly.

Dave suggested that we create a brochure detailing the services we offer that could then be distributed at senior centers and residences.

ACTION: Kelly will research costs for an ad in the Good Times and the costs for creating and distributing a brochure. She will report back to the council with this information.

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