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Clarence Valley Seniors Computer Club Inc

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Management Committee Meeting **11th February 2016**

Meeting Opened 2.0pm.

1...Members Present: Dennis Noel, Carol Noel, Diane Latta, Gavin Loy, Bob McPherson, Lorraine Kenny, Elena Turner, Christine Ryan and Gary Waddell.

2...Apologies: Susan Green and John Fiddy. That apologies be accepted Moved Dennis Noel Second Carol Noel carried.

3...Minutes of Management Committee Meeting 10th December 2015. That Minutes be accepted Moved Elena Turner Second Gary Waddell carried.

4...Business arising from Minutes: Open Day Elena Turner reported that the day was very successful and the Publicity Team were satisfied with the attendance. Bob McPherson reported 32 new members signed up on the day.

Gavin Loy informed the committee that Frank James and himself had installed Windows 10 15/11 upgrade on all computers during the Term Break.

A list for leaders to check if a problem arises on printers is beside all printers.

5...Correspondence:

Inward: Email from Clarence Valley Council Re: Fun Day 9th April 2017 expression of interest for Seniors Group to be involved. Contact Heather Lamberton.

Email from Helen Berger of Clarence Valley Council granting permission to install TV antenna on the roof of 48 River St Maclean if needed, provided certain guide lines were met.

Letter from CWA to renew Hall Hire Agreement. Form for 2016 .

Thank you letter and receipt from Wespac Rescue Helicopter.

Outwards: CWA Hall Hire Agreement signed by President Dennis sent to CWA.

That Correspondence be accepted Moved Carol Noel
Second Bob McPherson carried.

6...Treasurer's Report: Detailed summary of the months transactions was tabled. That is summary be accepted
Moved Diane Latta Second Lorraine Kenny carried.

Accounts Paid seeking Approval and Accounts for Approval are inserted on next page.

That these accounts be approved Moved Diane Latta
Second Gavin Loy carried.

Bob McPherson asked why we have 3 different insurance policies. Diane informed him, that one was Equipment one was Public Liability and the other was Voluntary Workers.

Accounts Paid Seeking Approval

Skye Coffee Lounge – Lunch	\$36.60
Harvey Norman – TV Antenna	\$59.00
CWA – Maclean	\$40.00
Spar	\$23.73
Council Rent (Jan)	\$221.95
Telstra (Dec)	\$46.20
Spar	\$77.29
Lower Clarence Stationery	\$43.51
Harvey Norman	
TV Wall Mount/USB x 10	\$329.00
Registered Mail	\$4.50
Stereo Voice Tracker	\$337.90

Independent (Advertising)	\$165.00
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Accounts for Approval

Council (Rent) Feb	\$221.95
Telstra	\$29.47
Spar Maclean	\$103.35
Maclean Hardware & Timber	\$27.40
Lower Clarence Stationery	\$138.25
Ron Grainger (Electrical)	\$98.10
Webster Hyde Heath (Insurance)	
Business Package	\$980.21
Voluntary Workers	\$311.91

7...Programme Officer Report: Bob McPherson tabled the following report. Bob also asked if the HDMI computer box for the Smart TV that allows iPads and iPhones to be shown on clubs TV, been purchase. Gavin Loy informed committee it has.



Programme Officer's Report

Meeting Date - Thursday February 11, 2016

Term one started on Monday January 25th, with good numbers in all classes. The club's open day generated some 30 new members and most of them were accommodated into classes. However, some selected classes were full and those members who failed to find a class were placed on the waiting list for the next term.

Again, I draw this committee's attention to the fact that our club is still struggling to meet members' interests by accommodating them into iPad classes. Jennifer Apps is the only permanent iPad leader and for this current term she took eight members in her class. There are another seven members on the waiting list for an iPad class in Term 2. I am still experiencing difficulties finding another iPad leader, as the three back-up members who claim to have limited experience, are unable to commit to weekly classes. Our club has 3 leaders who teach portable devices that use the Android system and those classes are also very popular.

This committee needs to address how best we can accommodate the growing interest in Apple portable devices.

The introduction of the smart TV into classes has been welcomed by leaders, who can now mirror a working screen onto the large TV screen, from small portable devices.

Jennifer Apps has reported that the large TV screen has enabled her to increase member numbers into her class. Jennifer has also agreed to include iPhones in her class.

A Smart TV workshop was held during the Term break to introduce leaders to this additional tool and how it can support their lessons in class. Some leaders may not use the TV, but most leaders could see many advantages in having the smart TV installed in the learning room. One of the many questions asked at the workshop was can the Leader's computer screen be mirrored onto the large TV screen. A quick test was undertaken at the workshop, but the system will need more investigation by the IT- team.

Term 2 class register sheets will be placed on the club's notice board on Monday February 15th.

Bob MacPherson Programme Officer



Clarence Valley Senior Computer Club Inc



That report be accepted Moved Bob McPherson Second Elena Turner carried.

8...IT Officer Report: Gavin Loy tabled his report insert on following page. That the report be accepted Moved Gavin Loy Second Gary Waddell Carried.

IT REPORT Feb 11 2016

Over the Christmas break Frank ably assisted me in upgrading Windows 10 to Windows 10 1511.

The new Deep Freeze 8.3 was also installed. This version is compatible with Windows 10 and no problems were experienced.

All computers were checked for networking to the CLUBMACLEAN group and shared printers. All tested OK.

After Rick installed the Smart TV with bracket supplied it was obvious there would be problems accessing the ports at the rear. Dennis was advised that a concertina type bracket was required. Dennis purchased the bracket and because we would be billed for the first installation Rick came in on a Saturday in his own time with me and installed the second bracket at no cost. Because of it's concertina effect it can be moved to various positions for viewing. If anyone has a problem seeing over another person's head for heaven's sake use some common sense.....the chair you are sitting on has wheels on it.....just move your chair.

The new Smart Tv was having problems with myself and Frank setting it up because of the lack of an antennae. Dennis made written application to council to erect a antennae on the roof. In their reply we had so many hoops to jump through we decided to buy a rabbit's ear.

I manouvered it to a suitable position so as to pick up the repeater signal from the lookout and a perfect picture was received.

I then installed a shelf to make it permanent. Having got over that problem Frank and I Wi Fi'd it to our network. We then set up some Web Browser shortcuts and everything worked to perfection. It only took one teacher however to destroy the wireless setup. In desperation to save face they connected a Ethernet cable to get back on line. Whether it was pride or ignorance, they only had to ask me for advice on how the wireless network operated. If in future a teacher uses the Ethernet cable for class they must remove the cable at conclusion of class as other classes use the wifi system. I suggest all teachers be notified of this requirement.

The new Phillips voice Recorder has been set up for today's meeting. Each recording will have a time and date and can be copied to a computer database and played back at any time. I suggest the files be kept on the Club's No. 2 laptop.

IT Officer

Gavin Loy

Bob McPherson asked that a letter of appreciation be sent to Gavin Loy's son Rick for the work he carried out, regarding new smart TV, at no charge to the club. Moved Bob McPherson Second Dennis Noel carried.

9...Data Co-Ordinator Report: Diane Latta tabled a list of new members that joined on the open day 18th January 2016.

<u>LIST OF NEW MEMBERS JOINED IN JANUARY 18TH 2016.</u> <u>FINANCIAL TO JUNE 2017.</u>	
MAUREEN RYAN.	
LEE LOVE	
CAROL THURBON	
JEFF NEWMAN	
JULIE NEWMAN	
LAURIE KING	
ROSEMARY STEWART	
WAYNE LIND	
JUDY HYDE	
JOHN FORD	
BARBARA WATKINS	
JAMES WATKINS	
BRUCE DOUGLASS	
BARBARA TURNER	
DOROTHY BAKER	
STEPHEN BAKER	
BERYL McCONNELL	
SANDRA WOODS	
ROBBYN LOCKWOOD	
JILL LEE	
MARGARET KELLER	
MARY RANDALL	
PHYILS McMAHON	
MARGERY ALLISON	
LYNNE JOHNSTON	
DAVID LEONARD	
GWEN MAPSTONE	
BRUCE BLANCH	
TOM CASHEL	
HELEN CASHEL	
CHRISTINE CALDER	
EILEEN TYLER	
JANICE DUNNING	
MARY WISEMAN	34 New Members.

It was agreed previous to the Open Day that anyone signing up on the day would receive a special offer of 17 months instead of 12 months membership. The following 9 members receive the normal membership.

Sheila Dunning, John Greensill, Vera Raska, Jane Hinchley, Denis Jones, Margret Fitzsimmons, Bronwyn Engelman, Lindsay Olen and Patricia Clarke.

That all these members be accepted Moved Diane Latta
Second Gary Waddell carried.

10..General Business: Christine Ryan asked Diane Latta to explain the Clubs Financial position and why we have so much money. Diane explained that we need this amount as a safe guard if the clubs present situation changes.

Carol Noel asked Diane Latta what was happening about changing membership to calendar year (January to December). Diane reply it will have to be checked by our Accountant and she will try and have answer next committee meeting.

Dennis Noel asked that the Meet and Greet be approved for Thursday 3rd March at 2pm as he had already had this date time reserved at the RSL Maclean. No-one objected, the cost was discussed and on Bob McPherson suggestion it was decided that the club would pay for the afternoon. Flyers would be prepared for club room and sent to all members.

Dennis Noel asked if the committee would agree to changing the next committee meeting to 17th of March instead of the normal 10th of March as the President and Secretary were going on a cruise and would be absent at this time. The committee agreed.

Next Meeting 17th March 2016

Meeting Closed 3.50pm

President.....