



~ Clarence Valley Seniors' Computer Club Inc. ~



Management Committee Meeting 13 Feb 2014

Meeting opened by President Dennis at 2.00pm

Members present: Susan Green, Lorraine Kenny, Diane Latta, Gavin Loy, Bob McPherson, Dennis Noel, Warren Rackham and Elena Turner

Apologies received from: John Dunne, John Harvey, Frank James
Moved apologies be accepted (Warren/Diane)

Minutes: Moved (Bob/Diane) that the minutes of the last meeting be adopted – carried

Business arising from the minutes:

1. Air conditioner servicing and front door opening tension – Warren advised that Council has sent a letter advising the requested items are 'being reviewed'.
2. Old monitors – We have sold 5 so far, with three yet to dispose of.
3. Warren advised that he is still sorting the keys issue list. It is believed that we have 5 main entry keys (4 to executive, one in key box), with Council holding a sixth one. As it could be desirable for the cleaner to hold a key as well, Secretary to write to Council to ask if we can cut another one.

Correspondence:

1. Clarence Valley Council – as per General Business item 1. Above.
2. Jon Kosak (member) – asking if the Club could take out a subscription to a magazine called 'Choice Computer' for members' use. After discussion it was decided that it was not a function of the Club to provide reading material. Also the magazine would be of limited use/interest to members, and would probably 'disappear' if left at the clubroom. Secretary to write to John thanking him for the suggestion and advising reasons for not proceeding.

Treasurer's Report - Financial Statements:

'Net Worth' as at 6/2/2014 is \$ 50,035.58

The 'Banking Summary & Transactions' sheets for months of Dec '13 and Jan '14 were tabled

Moved (Diane/Lorraine) that the Treasurer's report be adopted – carried

Reports:

Programme Officer (Bob) – Separate report tabled. Bob referred to the significant increase in members since Orientation Day, and the adjustments to timetabling and leaders to accommodate this. Also a more streamlined way to manage class intakes when there is an overflow in numbers. Bob will place info on the website.

IT Report (Gavin) – Computers now upgraded from Windows 8 to 8.1. We have had problems with Deep Freeze, probably not compatible with Windows 8.1, and we are still liaising with ASCCA in this regard seeking a solution.

General Business:

1. Bob moved that a vote of thanks should be given to John and Nola Harvey in respect of all the years of work that they have put into the Club since inception. This was seconded by Lorraine. It was agreed that it would be an appropriate time to do this at the forthcoming 'Meet and Greet' event on 4th March, in the form of a Certificate of Appreciation.
2. Dennis advised that the 'Meet and Greet' event for both new and old members will be held at the RSL at 2.00pm on Tuesday 4 March. We will have finger food, and the cost will be \$5 per head, payable at the Club prior to the event. Diane to prepare a flyer. Secretary to email all members to advise of the function.
3. Lorraine needs to access an order book, which is normally kept in the safe. It was agreed that it would be far easier for Lorraine to have her own order book; also that we should get a Club stamp made up - Dennis to action.
4. Back-up for Quicken on the office computer – there is a problem getting back-up to a USB stick. Gavin will have a look at the problem
5. The Club notice board and members' badge board are undergoing changes and swapping of places. This will be a big improvement on the current situation.
6. Signage for the Club – Dennis advised that the new sandwich board was very useful on Orientation Day. The local signwriter has been asked to quote on new signs across the front of the building, which can be placed on the windows, and are reusable in the event they need be removed. A question arose about the heat-resistance of a sign in this location; Dennis advised that the signwriter guarantees the product. Also a drawing for new CVSCC signs for the pole out the front of the building and one for the back door were tabled. Dennis will get quotes on these.
7. Dennis advised that he promotes an 'open door policy'; if any member has a problem they can contact him directly.
8. Dennis registered his thanks to the Publicity Team and all the committee for the work put in to the recent Orientation Day, which ensured its success. He particularly gave appreciation to Elena for her "call above and beyond duty" efforts in promoting the event.
9. Dennis will discuss with our cleaner if she is happy with her current 'employment conditions', or do these need further negotiation? Also if she needs her own key?
10. Dennis tabled a letter from Frank outlining a couple of issues with the computers (Gavin and Frank to have a look at); and the idea of having an area for members to be able to get together for discussions on any issues.

3.

New Members:

Alan Anderson	Maclean	Heather Llewellyn	Townsend
Judith Anderson	Maclean	Jan Love	Maclean
Robyn Apps	Maclean	Lillian Lowe	Yamba
Debbie Armstong	Grafton	Leslie McFarlane	Ulmarra
Lurline Blanco	Gulmarrad	Peter McGregor	Tucabia
Leonie Brasington	Lawrence	Bronwen McGregor	Tucabia
Jean Breden	Yamba	John McKay	Brushgrove
Vivien Burton	Yamba	Lee McKay	Brushgrove
Brian Chandler	Gulmarrad	Carole McKechnie	Yamba
Marie Crampton	Maclean	Geoff Maguire	Grafton
Marilyn Davis	Lawrence	Maxwell Martin	Yamba
June De Clifford	Gulmarrad	Wanda Mathias	Townsend
Marilyn Donelan	Maclean	Joyce Moore	Junction Hill
Leanne Edwards	Woombah	Margaret Moran	South Grafton
Valerie Eggins	Brushgrove	Beverley Muscat	Yamba
Thomas Eggins	Brushgrove	Dorothy Nolan	Iluka
Jean Everson	Maclean	Marilynne Northam	Ulmarra
Joan Ford	Yamba	Lorraine Pitt	Yamba
Phillip Forrester	Maclean	Frances Paine	Lawrence
Rosie Franklin	Junction Hill	Phil Page	Yamba
Basil Glover	Yamba	Barbara Shannon	Townsend
Alma Glover	Yamba	Margaret Sherlock	Iluka
Margaret Gorman	Townsend	Val Spaven	Ashby
Carole Harris	Maclean	Marjorie Spaven	Ashby
Karen Jackson	Lawrence	Jeanette Stokes	Ulmarra
Christopher Jennings	Yamba	Patricia Taber	Lawrence
Julia Jones	Iluka	Leonie Tarrant	Yamba
Elizabeth Key	Maclean	Shirley Webster	Maclean
Donna Kippax	Chatsworth Island	Eric Wheeler	Grafton
Anne Lambert	Yamba	John Willis	Yamba
Allen Llewellyn	Townsend	Yvonne Willis	Yamba
June Alexander	Yamba	Donald Harrison	Brushgrove
Lynette Butchart	Grafton	Clare Ralston	Yamba

Moved (Diane/Elena) that the new members be accepted in to the Club - carried

There being no further business, the meeting was closed at 3.25 pm

The next Management Committee Meeting to be held on Thursday 13 March 2014 at 2.00pm

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