

**Washington Area Computer User Group
Minutes of the Board of Directors Meeting
July 16, 2005 (*Amended*)**

Board Meeting Attendance – Paul Howard, Jim Brueggeman, Bob Rott, Geof Goodrum, Bill Walsh,
Chuck Roberts

Attendance at General Meeting – *21*

Comments on General Meeting – Geof Goodrum and Chuck Roberts gave a presentation on telephone service using VOIP technology, and the Board agreed the meeting was very good.

Minutes – The minutes for June 18, 2005 were accepted as amended with the following updates:
Meeting attendance was 27; attendance grouping at the BoD meeting should be noted separately, with Board members attending and guests attending (Scott Hanak, John Neighbarger); need record of receipts given to Bob Rott (one half-year membership @ \$15, twelve PC DOM @ \$3 each + 1 free DOM, total \$51); information about that day's WAC PC clinic was missing, Paul Howard suggested using his notes from the Cursor.

Treasurer's Report/Other Financial Business – Bob Rott reports the checking account balance today is **\$1106.51**. (For reference he mentioned the balance on June 30 was \$1507.19.) PC DOM sales were 5 disks at \$3 each, total \$15; a half-year membership at \$15 was paid today; *\$18 from the Pizza Sig was collected. Therefore, total receipts given to the Treasurer today was \$48*.

The WAC memberships for 2005 now stand at 51 dues-paid members.

Bob Rott has a copy of the uncanceled \$25 check for the Treasurer of Virginia, for the Virginia State Corporation Commission; he needs a receipt to go with that check. (He mentioned that a check was sent to the VA-SCC in February 2005, and a check was sent August 21, 2004, for the club name change.)

The A/V equipment asset replenishment fund stands at \$400.68.

Cursor Production – Article submissions to the Editor by August 4, expected mailing date of August 10.

Future Meetings – Bill Walsh will do the updated Intel Digital Home Experience for the August meeting, unless Bruce Fries becomes available for a presentation.

New Business – Bob Mason is to do a presentation on Computer Security at the Arlington Library on August 18. *Jorn Dakin* will verify with Micro Center their commitment to the dates for the WACUG meetings later this year. Paul also showed the insurance document for the projector coverage; we do not have a bill yet for the additional premium.

Chuck Roberts wants to provide information in the Cursor about web searches, which may be used for August's meeting. Chuck talked about "search hits" and a mention was made about an article in Smart Computing called "How does Google work?" Chuck also took possession of the survey forms from the members at today's meeting.

Discussions on Changing the WACUG Bylaws – A copy of the Bylaws with italicized revisions was discussed by the Board. *A suggestion was made to provide formal notification to all members about the annual voting meeting; also, paragraphs for Article V, Section 2 (Composition of the Board of Directors) and Article VI, Section 1a (General election procedure and Officer titles) need more discussion and were deferred for later action. Except for these last three items, the proposed changes to the Bylaws were approved.*

Financial Review Committee – Draft Report version 1.0 was presented to the BoD and all financial issues were found to be correct; the report offered actions and suggested changes for consideration, some of which were deferred for later discussion:

“The Treasurer should prepare a financial report for 2004” - Bob Rott said he could have a report by September.

“A formal expenditure approval process should be established” – It was noted that this is covered in the Bylaws, that requests for reimbursement go to the Vice President and then to the Treasurer.

“A standard form should be utilized” – With the levels of detail desired being a consideration, the Board deferred discussion on this for now.

“Additional details should be provided for deposits” – Since this may be a duplication/extension of the existing membership database of Geof Goodrum, the Board deferred discussion on this for now.

“A list of group assets should be established” – A standard form will be created by Paul Howard.

“Checking account signature authority on file with Wachovia Bank should be verified” – Bob Rott has responsibility for this.

“A current version of Quicken should be obtained for use by the Treasurer” – Chuck Roberts will buy this software and give it to Bob Rott.

Other discussions related to the report’s findings:

Kathy Perrin is to be removed from checking account signature authority, and Jorn Dakin is to be added.

We need a formal setup/account in Quicken for the equipment replenishment reserve fund, and it should show a start date of March 2004. Paul Howard and Bob Rott said this should be set up by September.

Bob Rott and Geof Goodrum discussed getting together and doing an Excel/Quicken data transfer.