

TOY-KI SILVERCRAFT GENERAL MEETING
September 20, 2018
Lecture Hall

Quorum was met. 37 members in attendance

The meeting was called to order at 9:00 am by president, Steve Huber,
Board members present: president, Steve Huber, treasurer, Mary Huber, secretary, Carol Leminger, Linda Cox
Rec Center Personnel: Dori Miller, Kristie Riester

The minutes from the last meeting on May 17, 2018 were approved as written by the Members.

Treasurer Mary Huber read the treasurers report as of August 31, 2018

Statement of Activity

• Total Revenue	\$ 3,490.65
• Total Cost of Goods Sold	\$ 6,624.10
• Gross Profit	\$ (3,133.45)
• Total Expenditures	\$ 867.59
• NET Revenue	\$ (3,998.08)

Statement of Financial Position

• Mutual of Omaha Checking	\$ 8,762.58
• Bank of America Checking	\$ 2,226.13
• Mutual of Omaha CD	\$30,000.00
• Mutual of Omaha Money Market	\$12,506.48
• Petty Cash	<u>\$ 400.00</u>
Total Bank Accounts	\$53,895.19

Old Business:

Steve: Alright now for old business Carol Leminger is going to come up and rehash our front desk computer system and we are going to go from there.

Carol: OK first of all we've got lots and lots of good news about the front desk computer, finally. First of the good news is that we have a new committee head, chair whatever you want, probably temporary, but she isn't here today, that is why I am still up here. But Jeanne Phillips is basically taking the lead on our computer committee and that is great because she is very knowledgeable about the computer. She has been with the club and been with that old system for a number of years. In fact she taught me how to do the program and run the reports. And she also knows a little bit about programming, just enough to be dangerous. So she is taking the lead on all of this.

Now, you got the email from Steve that we had a lot of things get mixed up with this whole thing. Things have gotten out of order. Basically, what happened was in January you all approved \$3500 to be spent on a conversion of the new system, er the old system. We were going to go with Keystroke. Well what happened with that is Heath Carlson our contact with Keystroke very diligently tried to make our requirements for our system fit

into Keystroke. Ended up it didn't fit. Heath then suggested we go with a programmer to take our current program, upgrade it, it is now at the XP version, and have it upgraded to the Windows 10 version and then make our revisions to kind of update everything because we have some weird things going on with our current program that we kind of need to straighten out. So at that point Heath actually found us a programmer who would do this for us. It is someone he knows, he is familiar with, and who would do this for a very reasonable price, \$2500. We figured between the \$2500 for the programmer and the remaining \$1000 we could get everything done within our \$3500 budget. And thanks to Jeanne, we have done that. As you can see from the spread sheet that Jeanne provided, that you picked up out there, she has got it down to under \$3500. Unfortunately the only caveat in all this is that the Board went ahead and approved to go ahead to have this program modified. So we have already committed \$2500 to our programmer. Between that and the new/used equipment we come to \$3500. So at this point I would like to make a motion. We do have quorum.

Member: I would like to open the floor for discussion before we make the motion.

Carol: No, the motion comes first then we open the floor for discussion. That is Roberts Rules of Order.

I move that the Toy-Ki Silver club authorize \$3500 to replace the Front Desk Member & Locker program and computer. The Club will be billed as money is spent. Monies spent will be reported to the members. Any monies not spent will remain in the Silver Club.

That is the motion. Now we are opening the floor to discussion.

Member: I'll second it.

Lou: We've already approved the \$3500.

Steve: Null and void

Carol: It is void because it was approved under Keystroke. The change would be made to Keystroke.

Lou: Let me ask a question then. Who's going to provide support for the program? Isn't Heath going to provide the support for this program through the installation? And, in fact, I believe Chris was actually a sub to Keystroke. So in essence because Keystroke is, if you will, taking ownership of the application after it's completed. They will provide support for that program. They are providing installation for that program. So I think the motion is actually moot because the original approved motion was \$3500 so that Keystroke, could in fact, replace the system. I believe we have already met the burden of the first motion. Possible?

Carol: That's quite possible. Yes.

Member: I do have a question, OK. (Unclear) Are we licensed? Do we own? Who has the escrow if something happens to that programmer?

Carol: We are in the process of getting licensing.

Member: We will own the program.

Carol: We will own the program outright. We are in the process of getting that licensing agreement signed.

Member: OK, wait a minute, on the license okay not the same thing. Do we own the code?

Carol: Yes, that will be part of the licensing agreement. We will own the code.

Member: Your license is usually co-ownership. The programmer still owns it.

Carol: No, not in this case.

Member: OK That's what I need to know.

Lou: There are two things. A (unclear) Corporate licensing agreement and a EULA the End User Licensing agreement. Typically if there is EULA, that precludes you from owning the software #1 and #2 from doing any modifications or changes to it. The EULA typically limits the end user to only the use of the application. They can't modify it. They can't sell it.

Member: If we own it we can modify it.

Lou: We own it and we have complete rights to it. Which means if should something happen we could have another contractor modify it. The contract has been developed. It's just a matter of being signed.

Carol: Jeanne Phillips has already sent the contract to Heath and to Chris the programmer. We have not gotten it signed yet. As the lead on the committee she will be working that with them.

Member: I have heard something about other clubs are going to be using this too. Is that correct?

Carol: Not at this point. That is a rumor.

Member: We're the ones paying for the program.

Carol: If they do it will be a matter of us selling it to them or arranging something. Nothing has been done with that yet. There is nothing going to any other club at this point in time. That rumor probably got started because I got ambitious and said we've got this marvelous program, let's share it with the Rec Center and maybe they can share it with everyone. That's just my thinking. That's all it is. Nothing has been done with that. That has gone nowhere. We don't need to share it with anyone. It's our program.

Member: Okay there was also on a previous sheet showing a \$40 a month maintenance.

Carol: We have very rarely needed maintenance.

Member: This is an ongoing fee.

Carol: It would have been, but we have taken it out of the \$3500. We not doing that. You can see it is not on this sheet.

Member: That's why I was asking. *It is an operating, not capital budget*

Carol: We think at this point, because we have not needed any support in the past we probably won't need much going forward. If we do need any Heath is willing to support us. He will do it on a case by case basis which, based on past history, should be cheaper than a \$40 a month fee. If it turns out we are having lots of problems Heath is available to go on a monthly

Member: There should be some kind of guarantee that we get so much service to get this operational.

Carol: Yes, that is stated in the sheet that Heath will set it up for us.

Member: What about the program and making sure the program works and training.

Carol: That is part of this. We will be doing training. Heath will be setting up the actual new program. When we get the computer Jeanne will set everything up with Windows 10 and everything. She will do that. She is experience with that. Once the computer is ready to go, Heath will come in and set up the program. We will then do the testing on the program to make sure it meets our requirements. Once the program is tested we will finalize the payment to the programmer. Heath has estimated it will be \$240 to set up the program at the most. He has guaranteed not to exceed that.

Member: One more question. Once this *is upgraded with* Office 2016 how will it interface with the other PCs?

Carol: It won't. It will not interface with the other PCs at all. What this program is that we are getting, it is our old program, it has nothing to do with Keystroke, it is our old program that has been upgraded to Windows 10. Which you have to do in stages. I don't know many people that have computers with all those stages on it. In the process of upgrading things happen. That's why we have a professional doing this. That's why we asked our programmer, Chris, to do it. He has taken it stage by stage up to windows 10. He did lose a few things. He is putting them back in. That has been done. He has also made some changes to our old program to make it more user friendly, make it work better for us. A couple of those things we think you will notice as you sign in. One of them is that the sign-in screen instead of using a card, which we have always had problems with, to register as a monitor, we will use a number, like Lapidary does. That is what is the great thing about this. This is our old program, just upgraded. Our old program was always very easy to use even for you the users, for the people who were doing the reports. It was always real easy. So this new version of that old program should be just as easy to

use. Two changes will be made to the sign in screen. One, like I just mentioned we will put in a number instead of sliding a card in order to indicate monitoring, same as Lapidary does. And the other one is, and this is something Bob asked for so you can blame him for it, it will also show how many days you have monitored within the past year. So if you have a large locker you can keep track just by looking at the screen when you sign in as to how many days you have monitored this year.

Are you done?

Member: I've just got one more question. You said this will be like Lapidary. When people monitor at the store to get their monitoring credits, are they still going to be able to enter it because in Lapidary if there is a monitor signed in at say the grinding room nobody else can sign in as monitor.

Carol: We don't have that concern.

Member: OK

Carol: We are trying to save money on this sucker. For us it's not like Lapidary. For us monitoring is monitoring, is monitoring. It doesn't matter where you monitor. And if someone is already there obviously you can't monitor there. So you just sign in as a monitor and that is it.

Member: My question is what controls are in place to prevent this from recurring? Because I'll give you some history. When I was president and maybe the president Bob Turney before I, we started on this front desk computer as you know.

So, it has turned out to be more expensive than what you are showing right now, and I'm sorry I don't have the exact figure, but I do know that we had to pay consultant fees without the club's knowledge just like what is happening now and we bought computer laptop, Bob used a little bit, I used a little bit that the laptop was in Stan's desk for about a year. I don't know what you spent on that. But that is what is concerning some of the club members. You get up and tell us all this great stuff and we appreciate it. But then you come up with oh we've got another consultant fee down here of \$2000 that is an estimate that we didn't know about. How are we going to stop this? And then I'm going to add one more other thing. For years this club has been told that that front desk computer is going to explode and we're not going to have anything. And it hasn't. So those are the kind of questions. Does the club as a whole want to put more money into a system that maybe there are some other opportunities that we could do some other stuff. Because I know Stan and the computer group has actually talked to the bank and for \$5 a month we could have a whole system that we don't have to have an IT person. It will have to be tweaked. I'm sorry I don't know that much about computers, but you could have the computer committee to meet with our bank and have this all taken care of with a lot less money and problems for all of us.

Carol: Jeanne has already seen and looked at the system at the bank. It does not meet our needs.

Member: How do you know that? How does the club know that? Stan looked at the same thing and says it would cover all this stuff. Why aren't we at *least tabling this* and looking at that.

Carol: We have already looked at that.

Member: The club has not been exposed to this.

Carol: Jeanne, our lead on the computer has been. She is the computer committee at this point in time. She has looked at that system. It does not meet our needs for reports, for monitoring. It is a financial system.

Member: I don't think so. Stan, can you tell us more?

Member: I talked to Dori. I just wanted to know exactly what the requirements were. And the requirements are based on CR-7. Which is the basic need. From what I understand the reports that you are going to be generating are considered seamless. We are going to be doing a lot of report generating that is nice but it is not necessary.

Carol: Well, the monitoring report is one we generating. We generate lists of members. We generate our renewal reports at the end of the year. There are a lot or reports that we generate and use. We generate that monitoring report weekly.

Member: Who approved these needs? Were these needs to which you keep referring brought before the club? Were they brought before the Board to approve the needs and all these reports? We're a volunteer club, why do we need to have 17 reports and an elaborate software system in a volunteer club?

Member: And why is one person making this decision? Why can't we have a committee?

Carol: We have had a committee in the past. The committee put together these requirements. The committee approved these requirements. Norene was on the committee, Carole was part of the committee, Jeanne has been on the committee, Lou has been on the committee. *The requirements* I wrote those because I have been using the front desk computer. I wrote those requirements and had them reviewed by the committee, by various people who use the reports. I think I checked with Bob to make sure what his requirements were. That's why we are adding the little blurb about how many times you have monitored within the past year. That was a suggestion from Bob. These are all things that have been done with a committee and the committee has approved the requirements.

Member: *I have a couple of more on here.* So I have a worry on this because you are going to come up with a short fall maybe in your finances and I am wondering if you are going to raise our dues?

Carol: No. There is no short fall. The *figure sheet* on this is final. \$2500 is what the programmer is going to charge, not a penny more, not a penny less. That's it. And to get back to your issue about the previous. The problems we have had in the past and what the money was spent for in the past was for R. B. Balch. RB Balch was the company we originally thought put in the computer. It cost us \$1000 just to have them to come in look at the current system and determine they couldn't do a darn thing with it. From there I went and looked at 3 or 4 off-the-shelf programs. None of them could do what we wanted them to do to meet these requirements. That's when we had gotten the laptop. The main purpose of that laptop is not to use at the front desk, and it really can't according to what we learned from Heath. It doesn't have the power to work at the front desk. What it can do is provide a means of running the reports so that we aren't interfering with people signing in. Right now when you sign in if someone is running a report we have to have you sign in on paper. Now, keep in mind we have already promised Chris Finn, our programmer that \$2500.

Member: Who is we?

Carol: The Board. The Board committed to paying Chris Finn \$2500. If we say we don't want the program, well we've still got it. We still have to pay him the \$2500. But it means we would go back to a paper system when that old computer dies. Now Kathy you said that computer has been out there for umpteen years and works fine and you are right, except that there are some of the programs that are a little bit difficult to get to, but it's not that big a deal.

Member: What worries me and you said it yourself. You went *out at got \$1000 dollars worth of* somebody who came in and the club did not know about it until Bob and I we all of a sudden have a \$1000 to pay. The club members do not know about it and that's why I go back

Carol: That's when you and Bob were president and I asked about it first.

Member: (unclear) *We don't want you to come in with this next system and we don't want to come in here with this amount we are paying.*

Carol: This is it. What you see here is it.

Member: Do you have this in writing, a written estimate?

Carol: This isn't an estimate. This is it.

Member: What do you have in writing besides verbal someone saying to you it's going to be \$2500 period. Do you have that in writing?

Carol: In emails, yes.

Member: Do you have a contract?

Carol: Not per se. The emails are considered the contract.

(Multiple conversations occurred.)

Carol: The \$2500 was coming out of the \$3500 that was already approved.

Lou: Just to give you a little background for those of you that are not familiar with the current system. It is an XP based system. XP as opposed to Excel, is no longer supported. 1. 2 If you in fact do use XP it is being exploited. There is a lot of ransomware going on, etc. etc. using XP. Microsoft no longer supports XP.

Member: Does the front desk computer connected to the Internet?

Lou: Yes it does. And I did it so I know. Not only does it connect to the internet #1. # 2 it is part of the network for the Toy-Ki system. So, if in fact that system was hacked they could get into the financial system, they could get into the purchasing system, they could get into Keystroke. That is one of the reasons we ought to move forward with Windows 10.

Member: But also it was said because you are putting (unclear). It is not going to interface with the other systems.

Lou: It's not an interface. There's two different things. One is an interface and an interface means if you enter something into the front computer and goes into the purchasing system (unclear). That is an interface.

The network is a completely different thing. There are 4 levels of connectivity in the IT world and the most important is the network and that is the one that is hacked.

Member: Why does the front computer need to be connected to the internet?

Lou: I gave you the answer. It is connected. That is where we are at.

Carol: It is disconnected right now.

Lou: It is not. That is why you can use the printers in the back room. (unclear) These are the things that happen in the world of Information technology.

Member: Why don't we move the printer up front.

Carol: It is an old printer. It won't connect to the new hardware. What we have proposed going forward is that we will connect. The new hardware will be connected. Not always, that will be up to Jeanne to determine how often we will connect it to the internet so we can update the software. This is the problem we have run in to in the past. That old system, that old program is XP. It was never upgraded. That is why we are in this situation now, because it was never upgraded. I think Jeanne, she kind of mentioned it to me, is that like at once a week or once a month we will connect that front desk computer to the internet so we can get upgrades so we can keep it upgraded so we will not be in this situation again. So we will be able to keep that program upgraded and current.

Member: Why do we need a new computer if the old one is working just fine?

Carol: Because we can't put a new program on it.

Member: Why do we need to put a new program on it? The old one is working just fine.

Carol: Because it is very old.

Member: It is working just fine.

Carol: It is.

Member: Until it dies we don't need to spend any money

Carol: That could very well be true, but do you want to go to paper? Do you want to have to go to paper while we wait?

Members: Why not?

Carol: Okay every one of you that are saying “Why not.” We are writing down your names and you’re going to be doing the paper reports.

Member: I call a question. That means we are going to vote.

Steve: The motion is on the floor. Do you want me to reread it? Any more discussion.

Member: I have a question. We have 327 members in the Silver Club on the monitor, but probably less than 100 actually participate. It seems like an extravagant, expensive system for 100 people.

Carol: It really isn’t that extravagant. Let’s put this in perspective. We spend about \$3000 on every party.

Member: Question has been called for.

Carol: Do we want to close discussion?

Steve: Discussion is closed. Do you want me to reread the motion?

Members: Yes

Steve: I move that the Toy-Ki Silver Club authorize \$3500 to replace the front desk member & locker program and computer. The club will be billed as money is spent. Monies spent will be reported to the members. Any monies not spent will remain in the Silver Club accounts.

All in favor of this motion raise your hand.

We are voting yes now for the replacement of the old computer

(Count: 8)

All opposed.

(Count: 17)

Carol: Are you all aware we will still owe the programmer \$2500. The contract is in the emails. I am sure he can take us to small claims court to dispute that.

Member: Did he have a purchase order?

Carol: No

Steve: The nays win. The voting is over.

Lou: I would just like to say that I think that you are all under the impression because Heath was implementing and guiding us through this process that the original motion *to suspend the* \$3500 was included. That may have been an error, but the fact of the matter is that the computer committee did in fact authorize this gentleman to do it. Whether that is right or whether that is wrong it doesn’t matter. The point I am saying is this gentleman is owed \$2500. I believe if we don’t pay this gentleman he is going to take us to small claims court. And I believe the court is going to say: you know what, he did the work, you are going to have to pay. And now we are going to have legal costs in addition to the \$2500. *This is a shot in the dark.* He may or may not take us to court for \$2500. I think in a court of law he says I have a piece of paper here from that club that says do it. That computer committee authorized me to do this. I’ve done the work.

(multiple conversations)

Member: As I understand and you can correct me, but wasn’t it \$500 for testing the software?

Steve: After we pay the \$2000 the software is loaded, gets *tested for 30 days.* *If we like it then we pay the additional \$500.* But this is all a moot point now. The voting has taken place. We are going to move on to other business.

New Business

Member: Are we open for new business now?

Steve: Yes

Member: OK I have a question. If I remember correctly we hired Stan for a year. Has his contract been renewed?

Mary Huber (club treasurer who renewed contract): Yes.

Member: Oh it has?

Mary: Yes.

Member: *Were we notified then?* And don't we normally advertise for the job?

Mary: You know, I really don't know. It's a year by year contract and we simply renewed it with Stan.

Member: Okay, but normal procedure is everybody gets a chance. I remember we had 4 or 5 people that were interested in the job for X dollars. *Two or 3?*

(multiple conversations)

Member: (Kathi Keith, past president who renewed the contract last year): We did have a couple people and...

Member: Say it again.

Member: (Kathi Keith): We did. The first time we *poled the* membership and we all voted for Stan. And any time it is renewed it should have been at a meeting where we renew him and pay him the same or raise his salary.

(Unclear)

Steve: We did that at the last board meeting.

Member: (Kathi Keith): *It never should have been. Membership has to vote because it is over \$300.* Those are your rules.

Member: I make move that we renew Stan's contract.

Member: I second it

Steve: So moved.

Member: *Does he deserve a raise?* I think we ought to open that for discussion.

Steve: I offered Stan a raise and he turned it down.

Member: I think we should give him a raise.

Steve: Without his permission?

Member: With his permission. I think he is great.

Mary: We do to, and we offered it to him, and he refused it.

Member: *When was his contract up?*

Steve: It just expired what a month ago? August.

Member: *So we're not talking about (unclear)*

Steve: Exactly. And we renewed it with a raise. The Board approved it. But Stan didn't want it, didn't want the raise. Thank you Stan.

Member: Check the books

(laughter)

Stan: Just trying to save some money, you know what I'm saying.

Steve: *We've got the (unclear) rule.* We are still within the 30 day period. (unclear) *We're going to table that until next month.*

Member: *Don't we have a motion about Stan's contract being renewed?*

Steve: And we approved it.

Carol: *We proposed renewing it, seconded it, and it went just fine.*

(multiple conversations, unclear)

Steve: All in favor of renewing Stan's contract for one year raise your hand.

(The majority voted in favor of the motion.)

Member: (unclear) *What was the question?*

Steve: It's what you brought up. Renewing his contract

Member: I never brought that up. I asked when the contract was up. (unclear) Well It's not up until next August. Is that correct?

Steve: No.

(Multiple conversations)

Carol: There wasn't general meeting in August. So we couldn't renew it in August. We have to renew it now because there was no general meeting.

Steve: So from now on it needs membership approval every year to renew his contract.

Member: In September.

Steve: In September.

Carol: Does that work for you Stan? Renewal in September instead of August?

Stan: It doesn't matter to me.

Steve: I understand we are going to table the By-laws amendments until next meeting because we are still in the 30 day review period.

Carol: We are one day short.

Announcements

Steve Huber: November meetings rescheduled due to Thanksgiving
Board meeting November 13 in Stampede Room
General meeting November 15 in Lecture Hall

Steve Huber: We need afternoon monitors

Carol Leminger for Pat Marshall: Election committee

We have 5 people who are leaving the Board this year. We only have 3 people staying on the Board.

Leaving:

Steve Huber

Melanie Drake,

Mary Huber

Carol Leminger

Tom Case

Staying:

Linda Cox

Judy Davis

Eleine Greene

We need 5 new people for the Board

Only 4 people are currently running for the Board.

They are:

Jeanne Phillips (NOTE: as of 9/20/18 Jeanne withdrew her name)

Sandra Lampe
John Schalk
Bob Lichtenberger

Lee Phillips: December Jewelry Extravaganza:

Thanked everyone for helping.

Hope to have everyone signed up by September 30. Minimum needed is 24 people. We hope to have returning snowbirds sign up so that we will be able to proceed with the sale, but more people are needed.

Mary Huber: Reminded members of the stamping class which 15 members have signed up to attend. She also let the club know that the instructor, Lyndon Tsosie, has generously offered to donate an item of his for raffle. We are hoping to receive the item in time for the raffle at the November Arts and Crafts show.

Mary Huber: Christmas/Holiday party. She has reserved a room at Palm Ridge on Dec. 17. It was the only room she could find during Dec. that was open and without charge. She asked for a show of hands on what food members preferred, Italian, turkey and dressing, potluck pitch-in. The majority voted for Italian.

The raffle was held.

- \$25 no clean-up Sheryll Wallen
- \$10 and clean-up Carol McGatha
- \$5 and clean-up Betty Macy

Meeting was adjourned at 9:50 am

Respectfully submitted by Carol Leminger, Secretary

Minutes approved by the members at the General Meeting on October 18, 2018