

**Minutes for December 17, 2025 Executive Committee Meeting at 2 pm  
Spring Run Conference Room**

The meeting was called to order at: 2:05pm by President Al Williams.

**In attendance:**

Al Williams, Lee Wermuth, Mike Pancione, John Santora, Paula Sandridge, Sid Paskowitz, Al Fulvio, Cathy Thorn, Tony Poulos

**Absent:**

Bruce Mawson, Bill Skelly

\*Indicates discussion during the meeting

**Officers:**

**Secretary: Approval/Changes of Last Month's Minutes – Paula Sandridge**

The executive committee minutes from the previous month were discussed and after minor corrections to the webmaster report, Cathy Thorn made a motion to accept them and the motion was seconded and all were in favor of accepting the corrected minutes.

**Finance Report – Lee Wermuth**

Nonpaying Membership:            2

Membership Change:

|                    |       |
|--------------------|-------|
| January 1          | 954   |
| New                | 99    |
| Death              | -38   |
| Non-renewal        | -7    |
| No longer employed | -3    |
| Total              | 1,005 |

Financial:

|                   |              |
|-------------------|--------------|
| Balance January 1 | \$ 15,279.69 |
| New members       | 1,980.00     |
| Renewals          | 115.00       |
| Donations         | 1,733.00     |
| Sale of parts     | 33.35        |
| Insurance         | -2,132.00    |
| Other             | -192.25      |
| Balance           | 16,816.79    |

Renewal status:

|                     |    |
|---------------------|----|
| Renewed for 2 years | 25 |
| Renewed for life    | 2  |
| Non-renewal         | 7  |
| Death               | 1  |
| Total               | 35 |

Donations since last report: Mary Speedie, Patricia Rowden, Sandra Pickering, Karol Frosberg, Joe Smith

\*Data is current as of 12/16/25

## **Committees:**

### **Programs Report – Bill Huddleston**

- \*The December presentation was on photo editing using Photoshop.
- \*In January, Al will present a topic on Genealogy
- \*Reminder that the January meeting will be a week later than usual, to be on January 8th due to the New Year's holiday
- \*The February presentations will be on Taxes by Gary Staton

### **Training Report – Bill Skelly**

The final presentation for the Computer Club's Fall 2025 Schedule will occur on Wednesday morning when Al Williams presents his VPN lesson as the last part of our Cybersecurity curriculum that was done this fall. Approximately 35 residents are registered to attend this session.

Scheduling for the 2026 Winter/Spring semester has been completed, and residents should be receiving this schedule in their Renaissance booklet very soon. If you are planning to attend any of these sessions, please use the ERS software to schedule. I am finding that the actual number of people who attend is almost always different than what we expect. This makes it difficult to determine how many people could need any handouts that speakers might have prepared.

I continue to be very grateful for everyone who has indicated their willingness to provide programs for our residents. As I now work on securing programs for the Summer, 2026 session, I am very interested in continuing to have speakers from the Executive Committee who are willing to present programs that could be of interest, and to also have committee members who would be willing to provide new topics. Also, please let me know now if you are willing to be a presenter or if you have suggestions of programs that would be valuable and speakers who may be willing to do the presentations. I will follow up on any suggestions that you have.

My role also continues to involve training for those who request help. I continue to feel comfortable in providing training if needed and reviewing potential presentations and articles if requested.

- \*Bill Skelly not in attendance and Al asked if there were any questions about his report.
- \*Cathy said she had a suggestion about providing a presentation on file sharing.
  - File Sharing Awareness: Many people lack understanding of file sharing and its potential uses, especially for sharing photos with family.
  - Photo Sharing Solutions: Google Photos and Dropbox are highlighted as user-friendly options for sharing photos, with a note on Dropbox's cost considerations for larger groups.
  - Target Audience for File Sharing Education: The discussion suggests that educating people about file sharing, its benefits, and different options could be valuable, especially for those who may not currently utilize it but could benefit from its features.

### **CCTC – John Santora**

No report

## **Media -**

### **Information Central Webmaster Report – Sid Paskowitz**

An Information Central update has been submitted to I.T. for correcting and repairing broken URL links in areas where I have knowledge. Dick Beidleman has agreed to review Apple-related information and update or remove Apple-related information to help clean up Information Central. I need those who have charts of their Computer Club presentations in Information Central to review those documents and update them or let me know to delete them as appropriate.

- \*John thought his updated info on how to buy a new computer is on the website

### **Newsletter Report – Mike Pancione**

- \*Potentially shifting Newsletter focus to scams with a short summary and vetted links for further information.
- \*Sid asked if Mike had reviewed the Info Central site that has a lot of sites and resources related to scams and frauds
- \***Scams Are Us** - may be a good title and topic for a presentation to raise awareness and emphasize the importance of understanding and avoiding them.
- \*Mike shared a story from the NYTimes about a senior who was scammed out of \$85,000: An 87-year-old retired lawyer was scammed by a fake Microsoft support group while searching for help with an iPad issue.
- \*Al he would be in favor of sending out a scam topic of 2-4 paragraphs once a month via email that may help to inform residents of these scams

### **WVcomputerclub.org Webmaster Report – Paula Sandridge**

Added a Get Help page for Malwarebytes

Added several slide decks to the Presentations page

## **Publicity – no representative**

### **SmartLife – Al Fulvio**

- \*Nothing new to report

### **Advisors:**

Tony Poulos - nothing to report

Cathy Thorn - no report

Bruce Mawson - not present

## **Old Business:**

### **Help Desk System – update – Al**

- \*Residents request help via email
  - currently send it to [wvcomputerclub@gmail.com](mailto:wvcomputerclub@gmail.com)
  - In the future they can email requests to [gethelp@wvcomputerclub.org](mailto:gethelp@wvcomputerclub.org)
  - coordinators can forward a request via phone call or received at [wvcomputerclub@gmail.com](mailto:wvcomputerclub@gmail.com) to [gethelp@wvcomputerclub.org](mailto:gethelp@wvcomputerclub.org) on behalf of resident
- \*Volunteers can create a ticket when they assist residents and it will create a completed ticket that's closed.
- \*Volunteers can also submit a request on behalf of a resident
- \*Volunteers can update a ticket

- \*Used automation technologies including OLLAMA and Gemini; and a ticket system launcher and dashboards that are custom made. Business Intelligence is in the future and it will be supported in this system.
- \*Ann Willets doing a lot of testing with manual entries and now Claude has developed 26 tests as if it were a resident. Once that testing and validation is complete, the system should be ready
- \*Cathy asked if we could ask IT to enter tickets when they get calls. Issues are the system is setup for resident access only, not non-residents.
- \*Every 2 days, system accesses the printable Resident Directory to update the residents.
- \*If AI doesn't know what to do with a call, it gets sent to a coordinator who can complete the details
- \*AI recommended in training the CCTC coordinators, may be easier to train them how to create emails with the pieces of info needed and John agreed.
- \*Mike raised the point as to back-ups - AI wants 4 others to know how to use the system - start, stop and work with the system. AI has a lot of documentation that he has mostly written. This system is unique to communities like ours.
- \*AI shared that the Printable Directory does not include those who do not want to be in the directory nor does it include those in Health Care, even though you can locate any resident using the available search fields on the Intranet. The automation process is limited to using only the Printed Directory for now.

### **2026 Group & Club Expo – January 14 from 11am to 2pm in the Cultural Center**

- \*Cathy donated 100 pens and has a poster for the display
- We need a lead and participants

### **Resident Council Request for Classes -**

Paula has agreed to teach the first class, which introduces new residents to the WV Intranet.

- \*This will be held on March 10, 2026 1:30-2:30 in the Education Room.

The second class would promote just how helpful the Computer Club can be:

- \*Cathy will present this class; including the CCTC, Mission Statements, our club website. Cathy has volunteered to create the handouts to support the class.
- \*Future offerings may go in the Renaissance for broader exposure

### **Additional Discussion**

- \*Last month Tony asked if CCTC donated computers given to residents include extended services (\$30 one year extension for tech support) If the resident wants to sign up for extended service, the resident has to do it and pay for it as long as they have a Microsoft account
  - Windows 10 Donation and Extension: Discussion about donating Windows 10 computers and the process for users to extend their support using a Microsoft account.
  - Microsoft Account Requirement: Clarification that Windows 10 installations require a Microsoft account for activation and support extensions, while older installations may not. Windows 11 does require a Microsoft account
  - Linking Windows Activation to Microsoft Account: Confirmation that creating a Microsoft account and linking it to their Windows 10 installation will register the operating system under their account, even if they didn't perform the installation.

## **New Business:**

\*The Resident Council has requested a presentation from the Computer Club with an emphasis on the Help Desk System – they meet the 3rd Wednesday at 1pm in the CC Education Room and we meet at 2pm on the same day each month.

- This might include:
  - Governance of the Club: Brief explanation of the club’s governance structure, including the executive committee, chairs, and bylaws.
  - Help Desk System Overview: Provide a simplified overview of the help desk system, including how residents can request help via email with examples of how a resident can make a request.
- Mike asked if residents are able to attend the Resident Council meetings, and opinion was that it would be useful to hear AI’s presentation. Visitors to the meeting are not able to speak or ask questions.
- Motion was made that we cancel the ECE meeting that coincides with the month they ask AI to present to the Resident Council. Cathy moved, Mike and Lee seconded and all were in favor..

## **FY 2026 Budget -**

- \* Lee explained how he came up with each amount
- \* Income: Estimate 90 new members for 2026 to equal \$1800
- \* Donations: \$500, but we could get more in 2026 due to the conversion donations from Windows 10 to 11. John shared several large donations from residents who were helped by CCTC with conversion.
- \* Expenses: Sale of parts was questioned by Cathy and John as to the \$40 amount. Lee will change to \$100.
- \* Other expense line items were shared.
- \* Clarification of several expenses submitted by AI:
  - \* NameCheap - our domain registrar annual cost
  - \* Digital Ocean - where our website is hosted, annual expense
  - \* Google Workspace - needed for our Helpdesk emails and also new Helpdesk system
- \* We will end up with a deficit with the current budget. Discussion on if we need to worry about an \$800 deficit or under \$1000. The reserve we have should be used for capital expenditures
- \* APCUG club necessary to give presentations to the club in the past
- \* If all expenses needed, we have a deficit of \$800 which several felt was not an issue since we have a healthy amount in the bank to cover years in which there is a deficit
- \* AI suggested that the funds in reserve are primarily used to cover capital expenses, such as a tool.
- \* Lee asked if we plan on buying equipment to support the Helpdesk system but AI thought we could use donated computers with at least 8-16 Gb and not much else. But we may need to purchase a Windows 11 computer if we don’t have one donated with at least 16Gb of RAM.
- \* Discussion on whether the club is essential vs critical. If we were critical, we would need to add another redundant computer to the Helpdesk system at a cost of \$150.
- \* AI asked John about his request to purchase extra software for the conversion project and the EC decided not to support that. Discussion as to the language of how to pose the response if a resident asks how much is owed for the service. John shared that the response is that nothing is owed since we are volunteers, but if you went to an outside source like Best Buy, the service would cost \$100. The resident could offer a donation for whatever amount they choose and we could accept it. But we cannot say that we expect a donation for the service. This approach is for anything done for residents at any time.
- \* AI proposed that we move our Legacy members into Lifetime member status. The number of remaining Legacy members is too small to justify the administrative burden of setting up the process of sending notices every year. Currently they pay \$3 every other year which amounts to about 500 notifications every year.

- \* Al made a motion that we convert all existing legacy members to lifetime status at no additional cost without notification. Cathy accepted, John seconded it. All voted in favor of the motion.
- \* Discussion focused on raising the lifetime dues from \$20 - \$25 and that would generate another \$500 annually. If over time we have a deficit, at the point we need to raise the fee, Lee would prefer to make a larger jump and charge \$30 for a lifetime membership. Will consider that when the need arises.
- \* Cathy made a motion to accept the budget with two exceptions - change sale of parts to be \$100 and eliminate the \$30 renewals. Most approved with the Treasurer opposing the motion. It passed.

#### **Financial Info on the Website -**

- \* Should we put our monthly financials that Lee provides on the wcomputerclub.org website?
- \* Note that we will present our annual financials at our May meeting, per the bylaws. – from Al
- \* John's opinion is that it's fine to present the annual budget that shows the projected income and expenses, but presenting the balance sheet showing our cash on hand is not fine nor necessary. Make the May presentation for the annual budget and if necessary, post only that info on the website.
- \* Most agreed this was the best approach.

#### **Nominating Committee for 2026 Officers is being appointed -**

- \*Al asked if anyone would like to be on the nominating committee but no responses

#### **Adjournment -**

- \*John made a motion to adjourn, it was seconded and approved and the meeting was adjourned at 3:27pm.

**Next Executive Club Meeting:** January 21 at 2 pm in the Spring Run Conference Room

Note: The Spring Run Conference Room is reserved for the 3rd Wednesday of every month at 2 pm through August 2026.

Respectfully Submitted,  
Paula Sandridge  
Secretary