

Houston Area League of PC Users  
Board of Directors

Agenda for Regular Meeting to be held, Tuesday, November 25, 2008 at HAL-PC headquarters.

I. Call to Order at 7:30 PM

II. Approval of Minutes for July 22 and September 30

III. Reports

President's Report (Robert Gunn)  
First Vice-President SIGS (Larry Dillard)  
Vice-President Communications (Jay Thomas)  
Vice-President Programs (Kelly Brown)  
Treasurer (George Vaughn)  
Membership Secretary (Susan Ostlund)

IV. Old Business

Motion from Annette Story presented at the September 30, 2008 special Board of Directors Meeting, postponed for two weeks, or until the next meeting.

V. New Business

Mark Crain brings before the assembly the following:

Motion 1:

WHEREAS, The HAL-PC Bylaws Article III. E. 7. provides that the Treasurer shall be responsible for maintaining accurate financial records of HAL-PC and furnish a monthly financial report of HAL-PC to the Board;

RESOLVED, That the Treasurer is granted physical access to HAL-PC's business office and records at the Treasurer's convenience;

RESOLVED, That the Treasurer is granted independent access to HAL-PC's computers and "HAL-PC's Software Applications" relating to HAL-PC's financial records. 'Independent access' means that the Treasurer is granted access without requiring some other person to sign on before the Treasurer can sign on to the computer(s) containing the software applications. "HAL-PC's Software Applications" includes, but is not limited to, software applications owned by or licensed to HAL-PC.;  
and

RESOLVED, That the Treasurer is authorized to (and is authorized to designate others to) enter data into and produce reports from HAL-PC's Software Applications relating to the financial records of HAL-PC.

Mary Ann Mitscherling brings before the assembly the following:

Motion 2:

WHEREAS, The current HAL-PC Office Procedures Manual does not reflect the current needs of the organization;

WHEREAS, The Board recognizes that the operation of the HAL-PC business office is crucial to the existence of HAL-PC;

WHEREAS, All HAL-PC business office tasks, including financial data maintenance and financial reporting, need to be identified and documented in detail;

RESOLVED, That Mary Ann Mitscherling is designated as the Board's representative to work with office staff to develop a procedures manual(s) containing, but not limited to, detailed procedures necessary to perform all office tasks, including location of files, organization charts, and other duties required by HAL-PC. Mary Ann Mitscherling is authorized to designate others to help.

Motion 3:

WHEREAS, The HAL-PC business office is understaffed;

WHEREAS, The clerk positions have remained open for three months;

RESOLVED, That the Board of Directors designate Mary Ann Mitscherling (who can designate other Directors) to develop job descriptions for the Office Manager and the two Office Clerks, and assist in the advertising, selection and hiring of candidates for the available positions.

Motion 4:

WHEREAS, The Board should have an understanding of current facility utilization if the need to consider alternative operational environments becomes necessary;

RESOLVED, That the Board of Directors designate Annette Story to summarize classroom utilization reflecting SIG attendance over the last year. Annette Story is authorized to include others to help.

Allan Holtzmann brings before the assembly the following:

Motion 5:

Motion to extend the HAL-PC Suite access hours on Saturdays from 5pm To Midnight in order to facilitate a membership drive aimed at Families And young Adults. The extended weekend hours will serve as a launch pad For new Membership benefits such as the new Gaming SIG and the additionally proposed Movie Nights and Anime Showings.

Motion 6:

Motion to offer a Managed Wireless Hotspot program to all current and future HALNet DSL subscribers. The offering will allow HALNet Subscribers to share a portion of their DSL bandwidth with local Wireless Users that will purchase either daily or monthly access to the Managed Wireless Hotspot. These fees will then be partially (50%) deducted from the DSL Subscribers monthly bill to compensate for the lost bandwidth.

Motion for the assembly to go into Executive Session for a discussion of personnel.

Motion to Set next Board of Directors meeting.

VI. Adjourn

Wesley eggett  
HAL-PC Recording Secretary