

Approved minutes of the July 5th, 2001 Board of Directors Meeting.

HOUSTON AREA LEAGUE OF PC USERS
MINUTES OF June 7th, 2001
BOARD OF DIRECTORS MEETING
4543 Post Oak Place
Houston, Texas

Any corrections, changes, additions to these minutes will be noted in the next month's minutes when the minutes are approved by the Board.

ATTENDEES:

Officers

President Robert Gunn
First Vice President - SIGs Mike Mashburn
Vice President - Communications Jay Thomas
Vice President - Programs Josie Duffey
Treasurer Wes Leggett
Membership Secretary Marvin Kaiser Absent
Recording Secretary Anne Sipes

Directors:

Michelle Annis
Norman Blaylock
Bret Branon
Joe A. Brown
John P. Chambers
Stephen Cravey
Scott Doctor
William A Goetschius
Monte Goodman
Robert P Grefe
Donald McGowan Absent
Joseph E Morris Jr
Mike Novominsky Absent
Sharon O'Fiel
David R. Pausky Absent
Brian Sadler

Parliamentarian: Marilyn Gore

1 **I. CALL TO ORDER AT 7:00 PM**

2 The Recording Secretary collected the remaining Conflict of Interest Statements.

3 The President confirmed that the Recording Secretary had collected the Conflict of Interest

4 statements.

5 Bob Grefe made a motion (**Motion 070101**) to approve the Minutes of the June 7th, 2001
6 Board of Directors Meeting.

7 The motion passed.

8 **II. REPORTS**

9 The Treasurer offered his report (**Attachment 1**).

10 There was discussion of the increased number of credit card transactions that would be
11 generated by SWB ASI forcing us to assume responsibility for monthly billing for aDSL
12 services.

13 Wes Leggett made a motion (**Motion 010603, Attachment 1**) to transfer the funds held in
14 the HAL-PC endowment to fixed yield assets held in HAL-PC's own name.

15 Anne Sipes seconded the motion.

16 The motion passed by acclamation.

17 The Treasurer requested that his Motion to suspend the uncompensated transfer of priced
18 assets to a for profit enterprises be tabled.

19 The VP SIGs did not offer a report. He called for questions.

20 Jay Thomas asked about damages caused by the heavy rains. The VP SIGs reported that
21 while it was a near miss we did not suffer any equipment damage as a result of the rains.

22 Michelle Annis reported that the building management was requesting a complete list of
23 damages.

24 The VP Communications offered his Report. (**Attachment 4**).

25 There was some discussion of budget cuts and some ideas that might generate membership
26 were introduced.

27 The Director of Member Services stated that he had nothing new to report.

28 The VP Programs offered her report (**Attachment 2**).

29 **II. UNFINISHED BUSINESS**

30 **III. NEW BUSINESS**

31 Anne Sipes made a Motion (**Motion 010702, Attachment 3**) to appoint Joe Brown to the
32 position of HAL-PC Building Management Liaison and to give Joe Brown, as Building
33 Management Liaison, the sole right to act on behalf of HAL-PC in all matters involving the
34 building lease and the building management.

35 Joe Brown asked that the motion be modified to strike the word sole.

36 Anne Sipes accepted the modification to the motion.

37 The modified motion passed by acclamation.

38 Joe Brown stated that he had attended the Budget Meetings. He recommended that we
39 affiliate with the United Way MAP Program. He stated that the fees were nominal and that
40 he had seen the program help other Boards determine direction. He was asked by the Board
41 to set up the affiliation.

42 Chuck Toney requested the right to address the Board. He criticized the entire Board and
43 specifically expressed his displeasure with the VP Communications. The VP Communications
44 reported that Mr. Toney had been trying to sell us services that we could not purchase
45 because we were already locked into contracts. Mr. Toney was increasingly critical of the
46 Board and was in fact trying to sell us services. We declined.

47 John Chambers asked that a Public Relations Committee be formed.

48 The Recording Secretary told him that there was a Public Relations Committee and that she
49 would provide him with the chairman's contact information.

50 **IV. ADJOURN**

51 Joe Morris made a motion (**Motion 010703**) to adjourn.

52 The July 5th, 2001 Board of Directors Meeting adjourned at 7:58 pm.

53 Respectfully Submitted,
54 Anne Sipes
Recording Secretary

Attachment 1

HAL-PC Treasurer Report July 2001

At the time of this writing, June 29, HAL-PC has no significant outstanding debt and a balance of \$207,390 in HAL's Bank of America cash account. There have been no transfers to or from any of HAL's other accounts during this period.

I have been informed that HAL was visited by a representative of the Harris County Appraisal District. As a 501(c)3 non-profit charitable corporation we are exempt from property tax, but the form that I located to apply for the exemption required a detailed fixed asset inventory. Further research revealed that there is an alternative form intended for use by smaller non-profit corporations that do not own Real Estate such as HAL-PC. An inventory is still required but I was advised that this doesn't require the degree of detail described in the 11.18 form. A count of PC's and other equipment that we use should suffice as opposed to being required to describe the condition and model of each machine in detail. I will need help in conducting this inventory.

Motions:

This month several members of the office staff, database group, and others attended a presentation by eProcessing Network, a local firm. The presentation was conducted by Steven V. Sotis, President, and Melanie E. Gilmore, Account Manager. Adopting this credit card processor has advantages for HAL-PC in two areas. As a replacement for our existing service, they are offering a slightly better rate. They also offer expanded electronic processing services that our existing processor Novus does not offer. These are on line "order from" processing and batch processing that will make monthly billing practical. They also have the advantage of being a local call if help is required. Information about the firm is available on the web at: <http://www.eProcessingNetwork.com>.

I have yet to do a careful comparison of the required agreements with our existing processor, but based on my initial reading it seems to be the usual requirements that any such service would have. I intend to maintain the existing Novus service as a backup, at least for a while. The initial agreement is for two years but may be canceled upon thirty days written notice. If this is prior to the maturity date we may be subject to pay an amount not greater than eight months of the current statement and monthly minimum fees for each MERCHANT account. I believe this fee is twenty dollars per month.

Unless anyone is aware of a more attractive offer and pending review and approval of the necessary papers from our legal advisors I am requesting permission from the board to enter into this agreement.

Whereas, Based on conversations with HAL's accountant and legal counsel I believe that it would be in the best interests of HAL-PC to transfer the funds held in the HAL-PC endowment to fixed yield assets held in HAL-PC's own name;

Resolved, That the board of HAL-PC requests from the Houston Community Foundation that a donation be made from the HAL-PC Endowment in the amount of the balance of the fund, to be placed in fixed return assets in HAL-PC's name with one or more of the financial institutions HAL-PC does business.

A situation has been brought to my attention.

Whereas, it is against HAL-PC policy to allow the uncompensated transfer of priced assets to for profit enterprises,

Whereas the above conditions exist, in the form of network services, to one of our tenants, Larry Dillard,

Resolved, That the above service be suspended until such time that remedies for this and other outstanding issues can be found and approved by either the board or a representative appointed by the board for this purpose.

Respectfully submitted,

Wesley L. Leggett,
Treasurer

Attachment 2

VP-Programs Report

BOD HAL-PC, July 5,2001

I am overwhelmed by the items I have to check out before starting to set any dates. I understand Comdex in November will be the first opportunity for making contacts. A major event will be planned for February, March or April.

There will be four people going to Comdex. David Pausky, Durhman Jennings, Susan Ostlund and myself.

I am contacting without luck the Universities in the area for partnering on any projects. Most of the decision makers in the IT area's are out of the city for the summer.

I met with my committee to discuss possible events. My calendar is not set at this time.

We will participate in Strickly Business in October, providing I can get permission to let Strickly Business send a mailing to our members. If we won't provide a bonded mailing house our mailing list, they will send us the mailout with postage and we can run labels and send them out. I know that there is a lot of conversation about spam, but I think notification of a major event is necessary.

I think using this vehicle as one of our events fills out our calendar. I have a commitment from Steve Kennedy to do a presentation there and Dr. Jamsa will also join Hal-Pc as a dues paying member to represent us at the event.

There will be ITEC in May, the 2002 Computerfest in June

I think we should focus on partnering and not try to reinvent the wheel. If we get more involved in the events going on at the George R.Brown and put those on our calendars because we participate, we will satisfy our members with meetings and events and keep the costs down.

Attachment 3

Motion to appoint Joe Brown to the position of HAL-PC Building Management Liaison and to give Joe Brown, as Building Management Liaison, the right to act on behalf of HAL-PC in all matters involving the building lease and the building management. (Anne Sipes)

Whereas ownership of the building HAL-PC leases office space in has changed several times;

Whereas every time the management of the building changes there are changes in building rules and tenant rights;

Whereas failure to comply with the building rules would not be in the best interest of HAL-PC;

Whereas it is important that a person be responsible for maintaining our rights as tenants in this building;

Be it hereby resolved that Joe Brown be appointed HAL-PC's Building Management Liaison;

Be it further resolved that Joe Brown as building liaison will have the sole right to act on behalf of HAL-PC in all matters involving the building lease and the building management.

Attachment 4

Vice-President/Communications Report
to the HAL-PC Board of Directors
July 5th, 2001

Internet

Due to an unfortunate combination of circumstances, a long-time bulk Internet connectivity customer of HAL-PC/HALNet has announced their intention to cease operations as of today. The HALNet operations group is making efforts to help their clients through this difficult period of transition.

The Magazine

This month's magazine features some wonderful coverage of last month's PC Expo. There was, as has been the case in recent years, some discussion in the recent budget meeting about the cost of producing The Magazine. While many of our members do have Internet access and might take the time to view an electronic magazine, this would become a more passive activity as opposed to having a printed magazine arrive in their mailbox. In addition, a printed Magazine has great value in terms of pass-along value for promoting HAL-PC to potential members.

Advertising

Our long term advertisement in the ISP section of The Houston Business Journal is being discontinued. This is both a budget-cutting measure as well as a recognition that this publication likely does not address a useful demographic.

Respectfully submitted,
Jay Thomas / Vice-President Communications