**SLO Bytes Computer Users’ Group**Minutes of the January 3rd 2016 BOD Meeting

**Officers present**: Alan Raul, John Waller, Earl Kaplan, Bob Styerwalt and Ralph Sutter  
  
**Other volunteers present**: Peter Stonehewer, Ray Miklas and Linda Styerwalt

President **Earl Kaplan** called the meeting to order at 12:14 pm.

The minutes of the December 5th 2015 Board of Directors meeting were approved as submitted.

Treasurer **Bob Styerwalt** advised the BOD of the members whose dues were up for renewal this month.

Training Officer **Alan Raul** suggested that Programming Chair **John Waller** be the Second Session Presenter for the February 2016 General Meeting and that John compare his experiences using Waller’s new SurfaceBook with his earlier Surface Pro 3. John agreed to work up a presentation.

Secretary **Ralph Sutter** informed the BOD that he has added to the club web site a description of the duties of each officer. It was appended to the page that lists the e-mail addresses of the officers, [www.slobytes.org/email.html](http://www.slobytes.org/email.html). The descriptions were taken from the SLO Bytes bylaws,   
[www.slobytes.org/ incorporation/Bylaws%20of%20SLO%20Bytes%20PC%20Users%20Group.pdf](file:///C:\Users\ralph\Desktop\www.slobytes.org\%20incorporation\Bylaws%20of%20SLO%20Bytes%20PC%20Users%20Group.pdf)   
Since the bylaws do not mention the Training Officer, there is currently no description of those duties on the recently modified page. Ralph asked the BOD if he should create a description and insert it. The BOD agreed to Sutter’s proposal.

The meeting ended at 12:39 pm.