**Promoting Computer Literacy and Education in Charlotte County.  The largest gathering of computer knowledge in Charlotte County.**

**OCTOBER 2021**   Page 1

🔁 **Events Calendar**

Please register using the link on a calendar date or sign-up form on the website www.cccgc.info

**Next General Meeting of CCCGC**

### October 5, 2021

**Military Museum Auditorium, 1st Floor 900 W Marion St. Punta Gorda, FL**

5:30 pm—Open for membership
  info, raffle tickets
6:00 PM    Forum Q & A
7:00 PM    Member Meeting

Also join via ZOOM if you can't come in person.

**CCCGC General Meeting Link**

# Charlotte Bytes

**Editor:  Rose M Kopenec**

## CCCGC President's Message
*George Kopenec, President*

**Dear Members,**

♦ It is time to nominate members to serve on the **2022 Board of Directors**. The chair of the nomination committee is Rose Kopenec.  See page 2 and 3 for full information.

♦ As a member of CCCGC you are welcome to attend the monthly Board of Director meetings in person or via ZOOM,
     https://us02web.zoom.us/j/87106557403
The Zoom link can also be found on the Events Calendar or on Page 4 of this issue of the Bytes.  Please note that non-board members are not allowed to enter in conversations unless a prior request is made to and recognized by the President/Chair.  Should the Board need to conduct an executive session, all non-members will be asked to exit the meeting.

♦ We continue to look for volunteers for various points of operation in the club.  You don't need to be a guru, but if you have an interest, we can supply the learning and support.  One day a week would help us greatly.  Here is a short list of possibilities:

| | |
|---|---|
| Office Desk assistance | Assistant Editor for Monthly Newsletter |
| Various Topic Presenters for Classes/Events | Board Members (Officers & Directors) |
| Back Office Recycling & Tear Down | Updating/upgrading fixing computer hardware |
| Photographer at Club Gatherings | Member Microsoft or Apple help |
| Office Manager | Scholarship Coordinator |

If any of these peak your interest, please contact me at the club office.

♦ The Board of Directors is considering changing the time of the monthly member meeting beginning in January.  We are looking for some feedback from the membership.  See page 5 for details.

♦ If you know CCCGC members who are sick or have recently died, please share the information with the club office.

**Stay safe and healthy!**

**George Kopenec**
**President**

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## Upcoming Board of Directors Nomination & Election Information

**Nominations for all positions on the Board of Directors are open NOW and until November 19.  If you wish to nominate yourself or another member (with their permission) for any of the positions listed below, please print, complete the form on Page 3 and return it to: Rose Kopenec, who is coordinating this year's nominations or the committee member Donna Whalen and Raphaela Rozanski.**

**This is a great opportunity to get more involved in CCCGC.   Elections will take place in early December.**

**FYI—the Board meetings currently occur the last Friday of each month.**

**Positions open for nomination:**
- ♦ **President**
- ♦ **Vice President**
- ♦ **Secretary**
- ♦ **Treasurer**
- ♦ **Directors (5)**

**Position descriptions/responsibilities (***per ByLaws.8.7.2018***):**

**President:** The President will be the Chief Executor Officer of the Corporation and will, along with the, Directors and other elected officers supervise and control the affairs of the Corporation. The President will perform all duties incident to the office and other such duties as may be provided in the Bylaws or prescribed by the Board of Directors...The President shall, as vacancies occur, appoint chairpersons of committees considered necessary at the time. The President may from time to time appoint committee chairs for such purposes as he or she may deem necessary, or as directed by a majority vote of the Board of Directors.

**Vice President:** The Vice President shall perform all duties and exercise all powers of the President when the President is absent or unable to perform his duties. The Vice President shall perform such other duties as may be prescribed by the Preside nt or the Board of Directors.

**Secretary:** The Secretary shall keep minutes of all meetings of the Board of Directors; will be the custodian of the corporate records; give all notices as required by the Bylaws; perform all duties incident to the office of the Secretary and such other duties as may be required by the Articles of Incorporation, the Bylaws, or which may be assigned by the Board of Directors. The Secretary shall maintain a record of all the correspondence sent and received concerning agreements, obligations, contracts and understandings between the Corporation and any other party. All Directors and Officers involved with such correspondence shall provide a copy of it to the Secretary. In the event the President and Vice President are unable or not available to conduct a Board meeting, the Secretary shall conduct the meeting. The Secretary shall provide each Board member a current copy of the Bylaws at the first meeting of every new Board. The editor of the newsletter and the chairperson of the Nomination Committee shall also be provided with copies. The Secretary shall further assure that a copy of these Bylaws shall be on file at the corporation office.

**Treasurer:** The Treasurer shall have charge and custody of all the funds of the Corporation; deposit said funds into the Corporation's account; maintain records of the Corporation's transactions; perform all duties incident to the office of Treasurer and such other duties as may be required by the Board of Directors, the Articles of Incorporation, and the Bylaws.

**Director**: A *Director is a* [sic] member elected to control or govern the affairs of Charlotte County Computer Group Corporation**.**

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## Upcoming Board of Directors Nomination & Election Information

**Nominations for positions on the Board of Directors are open NOW and until November 19.  If you wish to nominate yourself or another member (with their permission) for any of the positions listed below, please print to complete this form and return it to: Rose Kopenec who is coordinating this year's nominations or to any committee member—Donna Whalen and Raphaela Rozanski.**

# CCCGC 2022 Board of Directors Nomination Form

I nominate _____ for the position of

*(Please print name)*

_____    President

_____    Vice President

_____    Secretary

_____    Treasurer

_____    Director

☐    I am nominating myself.

If the nominee listed above is not me, I have secured his/her permission for such nomination.

Name: _____

Email: _____  Phone: _____

*Please return this form no later than Friday, November 19, 2021 to:*

*CCCGC Board of Directors Nomination Committee*

*Rose Kopenec, Chair*

*PO Box 494296*

*Port Charlotte, FL 33949*

*Or*

*rmkopenec@yahoo.com or cccgcoffice@gmail.com*

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📙 Events Calendar

# Charlotte Bytes

Editor:  Rose M Kopenec

## September Member Meeting Report

On September 7, 2021 CCCGC held its monthly gathering at the Military Heritage Museum Auditorium.   It was great to see some new faces.

**5:30 pm**    Members check on membership info, secure giveaway tickets and get ready for the evening's program.

**6:00 pm**    With the sad loss of Vice President Dick Evans to Covid the club dedicated this time slot as a "Remembrance of Dick" led by Rose Kopenec.

**7:00 pm**    The general member meeting was attended by 43 members on site and 26 members via ZOOM.

♦    George Kopenec announced the Volunteer of the Month, Robin Boyes, who is a newer volunteer of the club and who currently works in the office on Thursdays as well as generously assists as a substitute.

♦    George Kopenec shared the "Monthly Favorites" for September entitled "Supercook".  Here is the link:  **https://www.supercook.com/#/recipes**

♦    The presenter for the evening was Rose Kopenec speaking about "Who Are We & What We Do".  The 30 minute presentation highlighted current volunteer needs within CCCGC.  Some members currently working in different positions spoke about their respective areas such as items webmaster, office manager, front office desk, hardware and software help, presenters for classes and meetings, scholarship rep, photography at programs, communications/marketing, and recycling.

♦    If you want to ---visit the office, call for an appointment, volunteer for anything, join the club, donate equipment or money or have further questions --- check the website or the header of this newsletter.

**GIVEAWAY WINNERS  - $25 gift cards**
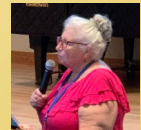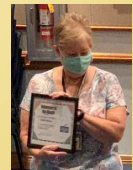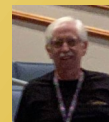
Dick Braun (Walmart)            and Lydia Rist (Winn Dixie)

50/50 winner— Terry Lauer            Laptop Winner— Ollie Nicholls

**8:00 pm the meeting closed officially.**

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⮌ Events Calendar

# Charlotte Bytes

**Editor:  Rose M Kopenec**

## Announcements

**Proposed General Meeting Schedule**
The Board of Directors is considering changing the time of the monthly member meeting beginning January 2022.  We are looking for some feedback from the membership.

**Current Schedule:**    First Tuesday of each month, Location: American Military Museum, Punta Gorda
6—7 pm          Open Forum
7—8 pm          Meeting

**Proposed Schedule:**  First Tuesday of each month, Location: American Military Museum, Punta Gorda
4—5 pm          Open Forum
5—6 pm          Meeting

**Proposed Schedule Other:**   *Your suggestions please ….*

**Please send feedback or suggestions to:**
cccgcoffice@gmail.com or
use the suggestion box on the website at:  **CCCGC Suggestion Box**

## Computer Systems for Members for a Donation

**TO THE CHARLOTTE COUNTY COMPUTER GROUP MEMBERSHIP**

FOR A VARIETY OF REASONS, THE CLUB FINDS ITSELF WITH A LARGE INVENTORY OF DESKTOP COMPUTERS AND MONITORS. THE BOARD OF DIRECTORS HAS DECIDED TO OFFER SOME OF THIS INVENTORY **TO YOU, THE MEMBERS.**

**IF YOU WOULD LIKE A MONITOR, JUST ASK.**

MONITORS ARE FREE.

**IF YOU WOULD LIKE A DESKTOP SYSTEM WITH COMPUTER, MONITOR, MOUSE AND KEYBOARD, AGAIN, JUST ASK.**

COMPUTER SYSTEMS ARE FOR DONATIONS

OF WHATEVER YOU FEEL COMFORTABLE TO THE CLUB WHILE SUPPLIES LAST

SORRY  BUT NO LAPTOPS ARE AVAILABLE

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◗ Events Calendar

# *Charlotte Bytes*

**Editor:  Rose M Kopenec**

## *Future Events & Presentations*

**OCTOBER  2021  Classes & Programs**

**Oct 2**   **Tech Forum**
**Zoom Link**
Mary Fleenor 12:00 to 2:00 pm

**Oct 5**   **Member Meeting**
Member Meeting
Military Heritage Musuem Auditorium
900 W Marion St, Punta Gorda
6:00 pm    Mary Fleenor, Open Forum
7:00 pm    Group Mtg
            **CCCGC General Meeting** for ZOOM Link

**Oct 7**   **Maintenance Programs  (Office)**
**Office Location Register**
Lydia Rist 2:00 to 4:00 pm

**Oct 11**   **Beginner Help  (Office)**
**Office Location Register**
Rose Kopenec 2:00 to 4:00 pm

**Oct 14**   **Maintenance Programs  (Office)**
**Office Location Register**
Lydia Rist 2:00 to 4:00 pm

**Oct 16**   **Tech Forum**
**Zoom Link**
Mary Fleenor 12:00 to 2:00 pm

**Oct 18**   **Ipad-Iphone Q&A (Office)**
**Office Location Register**
Rose Kopenec 2:00 to 4:00 pm

**Oct 20**   **Macrium Reflect  (Office)**
**Office Location Register**
George Kopenec 2:00 to 4:00 pm

**Oct 28**   **Maintenance Programs  (Office)**
**Office Location Register**
Lydia Rist 2:00 to 4:00 pm

**Oct 29**   **Board of Director Meeting**
**2:00 pm**
514 E Grace St, Rm 144, Punta Gorda
**CCCGC BdMtg**



**apcug**   An International Association of Technology and
Computer User Groups

As members of **CCCGC**, you are automatically members of Association of Personal Computer User group (APCUG) who offer free ZOOM classes and presentations to members.  However, you <u>must</u> register with them to attend.  Check the website for course options and registration:  **https://apcug2.org/**

**Nov 6**        **Virtual Technology Conference**

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➲ Events Calendar

# Charlotte Bytes

**Editor:  Rose M Kopenec**

## Welcome New Members

| | | |
|---|---|---|
| Patricia Buchanan | Jerry Holbrook | Justina Jones |
| Russell Lash | John Lobo | Valerie Lobo |
| Marco A Mino | Joyce Sluzewski | Rick Sluzewski |
| Brenda Ivette Thomas | David Thomas | |

The Executive Board of Directors and Members of CCCGC welcome each of you to the group.  We're here to help. Membership has its privileges.

If you have any questions, concerns or need computer help, please contact us at the office, by telephone or via the website. We will endeavor to help you any way we can.

## 2021 Board of Directors

### OFFICERS & DIRECTORS

**President, George Kopenec**
cccgcpresident@gmail.com

**Vice President, Mary Fleenor**
cccgcvicepresident@gmail.com

**Secretary, Ron Muschong**
cccgcsecretary@gmail.com

**Treasurer, Sandy Todd**
cccgctreasurer@gmail.com

**Rose Kopenec**

**Grover Mudd**

**Lydia Rist**

**Fran Robitaille**

### Interesting Links to Check Out

http://cccgc.info/

Windows 11 Introduction

https://support.apple.com/

https://www.1001freefonts.com/

https://www.manualslib.com/

**We look forward to serving you via classes, presentations and individual assistance.**
**Please help to spread the word about CCCGC to your friends and neighbors.**
**Stay safe, healthy, wear your mask, get the vaccine and hope to see you in 2021.**

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**Events Calendar**

# Charlotte Bytes

**Editor:  Rose M Kopenec**

**Articles in the Bytes are courtesy of these Tech Sites**

**For more information**

**www.cccgc.info**

Please register using the link on a calendar date or sign-up form on the website if you are planning to attend a class: www.cccgc.info

Forms, Supplements, Membership, Classes, Bytes, etc.

## The Charlotte County Computer Group Corporation

Is a non-profit 501(c)3 organization as classified by the Internal Revenue Service.
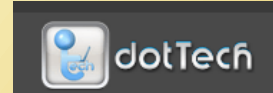
Donations, gifts, bequests, legacies, devices and transfers are deductible under federal laws.

**We're on the Web www.cccgc.info**

**apcug** — An International Association of Technology and Computer User Groups

**dotTech**

**TechRegar** just tech stuff

**Digital Citizen**

**ghacks.net**

**The How-To Geek Daily Article** — Daily Computer Help from your Friendly How-To Geek

**muo makeuseof**

**DavesComputerTips**

**INTO WINDOWS**

**AskWoody**
News, tips, advice, support for Windows, Office, PCs & more. Tech help. No bull.
We're community supported by donations from our Plus Members, and proud of it