

# BeachMUG Agenda

Thursday, September 16, 2010  
P.U.D. Building, 9610 Sandridge Road

**HARDWARE pick-up/return:** Karl Johnson

**KEY and password pick-up/Meeting facilitation:** CONTACT

\_Con-43A96D741 \c \s \l Jan Bono

**7:00 p.m.** Call to order. Any quick announcements.

**7:02 Minutes** will be read. We need a **volunteer for this meeting** to take notes tonight, type them up, and email them to Karl ASAP for posting.

**7:07 Treasurer's Report:** Richard will give the treasurer's report.

**7:10 Program:** Dean Mead will be teaching us how to use a laptop like a desktop. I have no other information on what all he's going to cover, so be there to find out! ☺

## **8:00 Facilitator Volunteer Sought**

**Duties:** Corral a presenter, create an agenda, send to Karl for posting, make sure someone is bringing the equipment, pick up key and password at PUD on meeting day, keep meeting on track, lock up and drop key in drop box. This is Jan's last meeting as facilitator; time for new blood! ☺

**8:10 Q&A and/or Cheers & Jeers!** Please bring your questions! Everyone is an "expert" on something; let's tap the collective intelligence!

**8:20** Need topic(s) and presenter(s). Still on our list from January: Short-cut tricks, emailing photo attachments, opening all types of downloads, windows media viewer, help menus, operating systems, navigating in the address book, support hardware. and "time machines." (?)

**8:28 Announce next meeting date & tentative program**

**8:30 Adjourn**