mini'app'les Directors Meeting Minutes for June 4, 2007

Submitted by Harry Lienke

In attendance: Tom Gates, Bert Persson, Don Walz, Chuck Hauge, John Pruski, Kevin Strysik, Les Anderson, Erik Knopp, Harry Lienke, Dave Peck
Absent: None

Agenda: Approved as submitted by Tom.

Directors Reports

Treasurer Don Walz's report: Don provided hard copies of the current balance sheet. A motion for approval of the report was made, seconded, and passed (MSP). Don reported he received and deposited a check from Small Dog Electronics for the cost of advertising in the club newsletter.

President Tom Gates' report: See Old Business and New Business below.

Vice President Bert Persson's report: Nothing to report.

Secretary Harry Lienke's report: Do we need a by-law change to reflect that the Treasurer is maintaining some records apparently maintained by the Secretary at some time in the past? Probably not, it was decided, given the way the by-laws are written: (The Secretary shall) Archive and maintain all mini'app'les records other than those kept by the Treasurer.

Publications Director John Pruski's report: The newsletter publication is working okay but John hasn't received the Small Dog Electronics ad. John and Chuck will coordinate this effort and ensure the ad is available for the next issue of the newsletter.

SIG Director Kevin Strysik's report: The SIG leaders are not informing Kevin of meeting times and locations in most cases. Consequently, he can't pass the information along to callers and the newsletter editor. A suggestion was made to send a questionnaire to the SIG Leaders and ask for the needed information. Chuck will give Kevin the SIG Leader Responsibility document for his use. Marketing Director Chuck Hauge's report: The First Class software has a new owner; Chuck has been trying to talk to the local representative of the new company to find out about First Class' future but so far hasn't received any information indicating that our BBS software will continue to be developed and supported. It was noted that the background colors on the web site are still too dark; Chuck will talk to Dave Peck about it. Chuck published for review a modified Benefits of Membership list for the back page of the newsletter; Board members suggested a few changes.

Director at Large Les Anderson's report: The newsletter distribution at the new Team store in Woodbury seems to be going better. Team's owner gave Les a box of old software and hardware for the club to distribute as it pleases. Team's owner also offered to allow us to hold meetings at the store.

Membership Director Erik Knopp's report: The continuing drop in membership is affecting the cost of mailing the newsletters.

Old Business

Small Dog Electronics Offer Follow-up – See Treasurer and Pub Director's reports.

Facilities for Multi-SIG Meetings – St Charles School is not available right now because of construction issues. The school authorities are amenable to hosting a Saturday all-SIGs meeting; Tom believes August 11 and 18 are the most likely dates for that meeting.

Liability insurance – Don called to libraries where we have held meetings and got no indication that insurance is needed so, as authorized by the Board, he switched our insurance to the new company. If anyone is asked about insurance, let Don know. In the past the insurance might have been needed for demos/meetings at schools or other non-library facilities.

New Business

BOD Election – Les and Harry counted the ballots at the AppleWorks SIG on June 6. The current Board of Directors (BOD) was re-elected.

Compensate Buchner – Topic tabled for off-line discussion.

Post Office changes and newsletter mailing – Some changes to the newsletter need to be made to greatly reduce the cost of mailing. John will incorporate the changes.

IRS Info for 501©3 – Our past existence has apparently been lost. Forms need to be sent in to the government to resurrect our tax-exempt status. Tom has the documents and is resolving this issue.

Budget – Tom emailed a proposed budget. We will discuss it in August.

Forumer.com Presentation - Dave Peck demonstrated a possible web-based home for mini'app'les forums; Dave has done a nice job of setting up a straw horse and investigating the capabilities of forumer.com. He provided a list of pros and cons (see forumer.com for that list). Tom will write something up for publication in the newsletter, on the BBS, and on the web site encouraging all club members to try this new capability and offer their opinions. Chuck says forumer.com is superior to Google groups so Google groups should no longer be considered as an alternative to our BBS.

Next meeting: Scheduled for August 6, 2007, at the Merriam Park Library at 7:00 pm. All club members are welcome to attend.

Letter From The President

Submitted by Tom Gates

Summer is here, kids are out of school, that fishing boat or camping trailer has been pulled out of storage for weekend use, the garden is blooming - I hope everyone is enjoying themselves.

I wanted to write a quick note to the members of mini'app'les about some plans we have in the works.

New Format For Discussions:

The group is currently looking at the opportunity to move from the FirstClass BBS software we've been using for a number of years and go to a Web-based discussion forum by Forumer.com. Dave Peck has written an article about Forumer and how the members can gain access to the system to see how it works. Dave's article also gives some Pro's and Con's about the new system - we'd like to hear your comments and suggestions. We have heard comments on the difficulty of installing and getting FirstClass to work, so this web-based format should be more familiar. Also, new vendor has purchased FirstClass software leaving some questions on its future use in mini'app'les. So please send your comments to Dave Peck or any of us on the Board.

Multi-SIG Meetings

Several SIG meetings each month you would really like to get to, but you just don't have that amount of time in your schedule? mini'app'les is in the planning process to start offering some weekend Multi-SIG meetings. These would begin with a general presentation geared toward all members. Following that presentation, there will be multiple SIG meetings held. We would be using facilities like a school, community center or office area where there would be a larger meeting area for the general presentation, then separate rooms for the break-out SIGs.

Being a part of a user group, like mini'app'les, is talking and comparing experiences with other members of that group. We hope using this format will bring larger numbers of members together. Someone suggested it could involve more of the family. How many have some kids at home that are iPod guru's that would like to share their experiences in an iPod SIG? We are working out the details for a Multi-SIG meeting in mid-September. Watch for information in the Newsletter, the BBS (and Forumer site), and the web site.

As Seen On TV

A currently small number of members have begun to look into the ability to create some video material that could be shown on community cable. These presentations could also become Podcasts. Segments would be non-commercial in nature and could cover a variety of topics. System troubleshooting, upgrading, neat features in various software programs, Windows and OS X on the same machine with a couple of key-presses to swap from one to the other. Do you have some video production experience? Interested in being "in front" of the camera? A late-night cable spot produced by mini'app'les members? Contact myself or Chuck Hauge for more details.

That's A Wrap!

mini'app'les is a volunteer organization that works because of the dedication and effort of members that have stepped forward to take on responsibilities in exchange only for our thanks. The next time you attend one of the SIG meetings or other user group events, please don't forget to tell these members what you liked about the presentation and offer ideas of things you'd like to see in the future.

Keep your eyes open for some of these future changes. Send ideas to me and the Board members. We are all a part of mini'app'les. Have a great summer!

Tom Gates - mini'app'les

BOD Election

Submitted by Harry Lienke

For those of you who thought the BOD election was to select the finest looking body in our club, Good Luck. The sixteen ballots cast in the Board of Directors (BOD) election have been processed (we counted them manually so there was no problem with hanging chad). One ballot was disqualified because it was not submitted by April 28 as required on the ballot.

President Tom Gates, Secretary Harry Lienke, Treasurer Don Walz, Marketing Director Chuck Hauge, Publications Director John Pruski, and SIG Director Kevin Strysik were all re-elected unanimously with fifteen votes. In the race for Vice President, Bert Persson, with twelve votes, was elected over Andre Benassi, who garnered three votes.

OS X SIG notification

Submitted by Craig R. Arko

Hi all! I just wanted to let everyone know that as my travel and teaching plans are coalescing, I will be leaving the club (and the country -ha!). To concentrate on that effort the August 7th OS X SIG meeting will be my last. The July meeting has already been cancelled due to the holiday conflict.

It's been an interesting time and I hope the organization is able to find another volunteer (Bob? André? Bruce?) to take up the reins of the SIG in time for the release of Leopard.

Thanks again, and I'll see some of you in August.

Craig R. Arko

Come Test The New mini'app'les Forum!

Submitted by Dave Peck

mini'app'les is testing a new online forum as an alternative to the First Class BBS. It is not unusual to hear of Mac novices having First Class configuration issues. And frankly a minority of mini'app'les members are participating in the First Class BBS. The new mini'app'les forum is a complete modern online forum that runs from your browser of preference. We recommend Safari or Firefox.

We are inviting mini'app'les members to come take a look, sign up, and post some messages.
Head on over to:
http://miniapples.7.forumer.com/index.php

At the top of the page under the mini'app'les Forum banner are several links, the left link is to Register. You can read all of the messages in the public forums, but you will not be able to post a message until you are registered. All that is required to register is to submit your email along with a user name and password. One of the forum administrators will verify your membership and then you'll be notified that your membership has been activated. Very simple and fast.

If you are familiar with online forums, you'll feel right at home. This forum uses phpBB software and is hosted by forumer.com. This company has made a business of providing free bulletin board/forum hosting. The price of free admission are the adds that run across the top of most pages. While mini'app'les does not officially endorse add blockers, if ads really bug you, let it be known that the Firefox browser has add-ons that will prevent these ads from running.

When you arrive at the mini'app'les Forum Index (the top level of the forums) you will see a list of forums. The top section is mini'app'les Central which includes all of the mini'app'les related forums. The Second section is All Things Macintosh including General Apple Topics & News, Hardware, Software, and a Beginner's Corner. The bottom section is the Miscellaneous section which includes a general topic forum called Grab Bag, Buy & Sell, and Apple II.

The first thing to do is click on the mini'app'les News & Newsletter Forum and read the Forumer.com Terms of Use and then browse through the Forum FAQ message. The Forum FAQ has a long list if items that people have had questions about.

Navigation of the forums is easy. Simply look at the Navigation Bar located at the top of each page. If you are currently reading the Forum FAQ, the Navigation Bar will show something like: mini'app'les forum Index >> mini'app'les News & Newsletter >> Forum FAQ. The first item (mini'app'les Forum Index) is the top level of the forum, mini'app'les News & Newsletter is the forum, and Forum FAQ would be the current post you are reading. All of these items are clickable links taking you back to either the Index level or the Forum level.

If you are familiar with First Class, you'll notice some differences. First off messages are better organized in this new forum. If you think about the FC Mac Software section, you'll remember that all of the message topic replies are all mixed together. In this forum each message has it's own section, so when clicking on a post to read, you'll only see replies to that post.

One thing that won't be in the new forum are message flags showing if message as read or unread. If you rely on this, you will have a period of adjustment. However the mini'app'les forum does notify you of forums with new posts by presenting those Forums in Red text. And when you click on the forum, the message with the new reply will also have some red text in it designating it as a new reply since the last time you visited. However note, if you don't look at all of the new messages before logging out, they will turn to the default color. However this is not the only way to see new messages. If looking at a Forum like mini'app'les News & Newsletter, all of the newest posts are listed at the top. In addition to the far right is the Last Post Column, showing the person and date of the last message posted to a thread. Last but not least this forum allows you to subscribe to any post that interests you. What this means is that every time a reply is posted, you will receive email notification.

Finally here is a list of Pros for this forum:
- Free
- Full Featured
- Flexible Message Organization
- Easy to Navigate
- Totally Online Solution
- No need for hardware server support (on our end)
- Flexible message editing
- Private forum for BOD
- Avatar uploads and emoticons Smile
- Uses BBCode - Similar to HTML in allowing the formatting of messages.
- Ranks and Titles (such as SIG Leader, BOD)
- Supports Polls
- Email notification of replies
- Uses phpBB
- Requires at least 1 post per month to stay open. (We can handle that!) Shocked
- Signatures.
- Red Text appears for forums and topics with new posts since your last visit.
- Supports high degree of permissions flexibility allowing for the segregation of Guests, privacy where it is needed (such as the BOD Private forum), and Read Only forums (if needed).
- Does not mix all replies in a single forum into one long list.
- Recognizes URLs in posts and turns them into links.
- Supports moving of miss-posted topics.
- Unlimited Bandwidth and storage.
- Allows custom banners.

If you have never participated in the First Class BBS for what ever reason, you'll find that the mini'app'les Forum is a great place to seek and receive answers to all of your Mac questions. There is no software to download and configure so please come on over and take a look! (Posts will be slow at first until we get a majority of members signed on.)

Secure Encrypted and Signed Email, FREE!

Submitted by Chuck Hauge

chaz@cphsolutions.com

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If you use the Apple Mail client application in OS 10.3 or higher and would prefer to have a more secure and trusted way to send email, this is for you! Before I begin, however, I should give you a brief description of what it means to have signed or encrypted email.

Digitally signed email is a more secure way to send email to any email recipient from your email application. Signed email does not encrypt your email, but puts your public certificate on your outgoing email telling the recipient they can trust you, the sender. Public/Private email certificates (a.k.a. Digital ID, secure certificate, Certificate Authority key, Personal Certificates, X.509, ...) are obtained through a trusted third party, such as Thawte Communications or VeriSign, and are part of the reason they are more secure. Spammers never use signed email.

Encrypted email is as it sounds, encrypted, so anyone other than the sender, or any of the recipient's can not read the email. Encrypted email is more secure than just signed email. But in order to send an encrypted email, the sender must first have the recipient's public key. In order for the recipient get a public key, they must also go through this process. There are technically other ways to send encrypted email than what I will describe here, but the Personal Certificate process is by far the easiest and most common method.

Here's how to setup your own Personal Certificate using Thawte Communications free Personal Certificate process. It is important to read all instructions carefully, but you can ignore references to the Web of Trust (WOT),and Certificate Bearers Name, these are more advanced subjects, and not required. You will receive email as part of the process, so you will need to open your email application to follow some instructions.

1. Go to http://www.thawte.com/secure-email/personal-email-certificates/index.html, click the Join button in the upper right corner. You need only one account for all your email addresses.

2. Go through the process of obtaining a Personal Certificate, make sure you follow al the steps, it can be a bit tedious. You need one Certificate for each email address you want to send signed/encrypted email. Use the Mozilla/Netscape key for Apple Mail, and the High Grade-2048 bit options.

3. The Certificate may take several minutes or hours to obtain via email. Once you have the Certificate, it should have a name like "deliver.exe.p7s". Depending upon your version of Mac OS and settings, the certificate may be automatically embedded in your keychain. However, if not, and if the name is truncated, add the .p7s filename extension. Stick the original Certificate in a safe place, because it is the key to protecting your digital email identity.

4. Double-click on it; Keychain Access will launch; embed it in your personal keychain.

5. The next time you launch Mail and create a new message, two new icons should appear to the right of the Signature popup menu - a padlock ❑, and an "X" inside a starburst ❑. Click on the "X" and you should see a check mark inside a starburst ❑, this is digitally signing your email. The padlock icon should be grayed out at this point.

6. Once you've corresponded with someone using a Mac, your personal certificate (the "public key" portion) gets automatically embedded in the recipient's Keychain (for an explanation of operations on different email clients, go to http://www.thawte.com/ssl-digital-certificates/technical-support/email/sign.html and follow the link in the line starting with "To sign email on various email clients"). If interested take a look inside your Keychain; you'll find *at minimum* my own Personal Certificate, and possibly others from people who use Personal Certificates. You can send encrypted email to anyone whose Personal Certificate "public key" is in your Keychain. (Your Personal Certificate public key is actually a special kind of attachment to every email you send; it's all automatic.)

7. When you address a message to someone who's own Personal Certificate is in your Keychain, the padlock option becomes available (it is no longer grayed out). When selected, the entire content of your message is securely encrypted, and can only be decrypted by recipients who have your Personal Certificate public key.

8. Any message sent can be verified by your recipient as having truly come from you by verifying the presence of the "digitally signed" icon and checkmark/starburst (in Apple Mail, it shows up in just below the From/Subject/Date/To: lines). Entourage and other email applications have their own way of noting signed emails. Any messages not actually sent by you will not bear this digital signature icon. Also, if a message is somehow tampered with in transit, the recipient will be told so because the message's checksums won't match.

There are different instructions for installing a Personal Certificate on other email applications, see the government web site in sources, below.

Sources:

http://security.fnal.gov/pki/email_with_dig_sig.html
http://docs.info.apple.com/article.html?artnum=25555
http://www.thawte.com/secure-email/personal-email-certificates/index.html

Chuck Hauge is the Principal consultant at CPH Solutions, and provides personal and comprehensive Macintosh and PC consulting, from troubleshooting to system selection and installation.

mini'app'les

The Minnesota Apple Computer Users' Group, Inc.
P.O. Box 796, Hopkins, MN 55343-0796

Membership Application, & Renewal Form

Name:_____
Company (if mailed to):_____
Address:_____
_____
City, State, Zip:_____
Phone # (Home):_____
Phone # (Work):_____
Phone # (cel-phone):_____
Occupation (if Applicable):_____
Membership ID # (if Renewal):_____
e-mail:_____

___ Check if OK to contact you by e-mail.
___ Check if this is a change of address notice.
___ Check if you are interested in volunteer opportunities.
___ Check if you want your name added to Members Helping Members List.
___ Check if you want your name withheld from commercial and other non-club mailing lists.
___ Check if you were referred by a club member (if so give members name).
_____

New Members & Renewing Members

Specify your level of support:

___ $25.00 One Year
___ $45.00 Two Year
___ $60.00 Three Year
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Please Make
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mini'app'les

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P.O. Box 796
Hopkins, MN 55343-0796

Thank You for your support!

Dear mini'app'les
Please direct this to the:

- ❑ Membership Director
- ❑ Software Director
- ❑ Other_____

2nd fold

1st fold

3rd fold

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Last Fold - Seal with Tape

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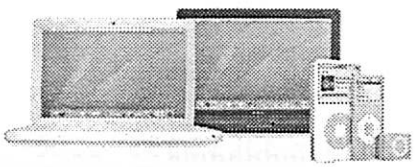

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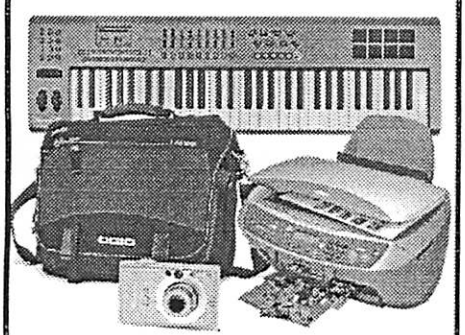

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