mini'app'les Newsletter

the minnesota apple computer users' group, inc.

Upcoming Meetings

Here is a list of mini'app'les meetings for June and July, 2008. The information was compiled as this newsletter was being assembled and is subject to change. As always, confirm the Special Interest Group (SIG) date, time, and location with the cognizant SIG Leader or the mini'app'les web site (http://www.miniapples.org).

June Calendar

Monday	June 2	7:00 pm	Board of Directors meeting
Tuesday	June 3	7:00 pm	Mac OS X SIG
Wednesday	June 4	6:30 pm	iWork/AppleWorks SIG
Wednesday	June 11	7:00 pm	VectorWorks SIG
Thursday	June 19	7:00 am	Macintosh Consultants SIG
Monday	June 23	7:00 pm	Mac Q&A SIG
Thursday	June 26	7:00 pm	FileMaker Pro SIG

MEETING	LOCATION	LEADER
Board of Directors	Merriam Park Library, 1831 Marshall Ave, St Paul	Bruce Thompson, 763-546-1088
FileMaker Pro SIG	Partners, 2250 Terminal Road, Roseville	Steve Wilmes, 651-458-1513
iWork/AppleWorks SIG	Augsburg Park Library, 7100 Nicollet Ave S, Richfield	John Hunkins Sr, 651-457-8949
Mac OS X SIG	The Foundation, 615 North 3rd St, Minneapolis	Bob Demeules, 763-559-1124
Mac Q&A SIG	Merriam Park Library, 1831 Marshall Ave, St Paul	Les Anderson, 651-735-3953
Macintosh Consultants SIG	Good Day Café, 5410 Wayzata Blvd, Golden Valley	Bob Demeules, 763-559-1124
VectorWorks SIG	CJR Office, Suite 220, 7805 Telegraph Road, Bloomington	Charles Radloff 952-941-1667

July Calendar

Tuesday	July 1	7:00 pm	Mac OS X SIG
Wednesday	July 2	6:30 pm	AppleWorks SIG
Wednesday	July 9	7:00 pm	VectorWorks SIG
Thursday	July 17	7:00 am	Macintosh Consultants SIG
Thursday	July 24	7:00 pm	FileMaker Pro SIG
Monday	July 28	7:00 pm	Mac Q&A SIG

mini'app'les Newsletter

Board of Directors

President	Bruce Thompson 763-546-1088 bthompson@macconnect.com
Vice President	David Peck 612-423-5711 beornsthunder@gmail.com
Secretary	Harry Lienke 651-457-6026 plienke@aol.com
Treasurer	Don Walz 651-426-5602
Membership Director	Chuck Hauge 612-963-5064 Chaz@CPHSolutions.com
Publications Director	John Pruski 952-938-2818 johnpruski@aol.com
SIG Director	Kevin Strysik 65l-489-4691 strysik@mac.com
Director at Large	Tom Gates 612-789-1713 tgates@isd.net
Membership Coordinator	Erik Knopp

Introduction — This is the newsletter of mini'app'les, the Minnesota Apple Computer Users' Group Inc., a Minnesota non-profit club. The whole newsletter is copyrighted© by mini'app'les. Articles may be reproduced in other non-profit User Groups' publications except where specifically copyrighted by the author (permission to reproduce these articles must be given by the author). Please include the source when reprinting.

Questions — Please direct questions to an appropriate board member. Users with technical questions should refer to the Members Helping Members section.

Dealers — mini'app'les does not endorse specific dealers. The club promotes distribution of information that may help members identify best buys and service. The club itself does not participate in bulk purchases of media, software, hardware, and publications. Members may organize such activities on behalf of other members.

Newsletter Contributions — Please send contributions directly to our post office box (mini'app'les, PO Box 796, Hopkins MN 55343) or email them to miniapples@mac.com.

Deadline for material for the next newsletter is the first of the month. An article will be printed when space permits and, if in the opinion of the Newsletter Editor or Publications Director, it constitutes material suitable for publication.

Newsletter Staff this month: Harry and Pam Lienke

mini'app'les forums:	http://miniapples.7.forumer.com
mini'app'les web site:	http://www.miniapples.org
mini'app'les email:	miniapples@mac.com

CHANGE OF ADDRESS
Moving? Going to be away from home and leaving a forwarding address with the Post Office? Changing to a better email provider? Please send us a Change of Address when you are informing others. By using a moment of your time, you ensure you receive a notice when your club membership is expiring and you get your newsletter email notification delivered promptly. Change of Address should be sent to the club's mailing address (mini'app'les, Attn: Membership Director, Box 796, Hopkins MN 55343) or to the club's email address (miniapples@mac.com).

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From the Editor's Desk

Welcome to the new era of mini'app'les newsletters. Last fall the Board of Directors (BOD) decided, from a financial standpoint, the size of our club would not support a printed newsletter. The BOD decided instead to publish a newsletter that could be accessed on-line. We are still trying to decide how to best serve the club's members, so the manner of delivery may vary some from newsletter to newsletter. Please let us know by email (miniapples@mac.com) or on the mini'app'les forums (http://miniapples.7.forumer.com) what you think is the optimum method of providing information via the Internet.

Two things we need are more members and more effort from the members we have. Our membership roll has dropped below the century mark (that's 100 members) so there are fewer questions being asked but also fewer folks answering the questions. We need to make the club more enticing to Mac users by increasing the number of special interest group (SIG) meetings we have available, by having more

content in the newsletter, and by having more volunteers who are Members Helping Members.

Remember, an expert is someone who knows just a little more than other people, or who at least thinks he/she does. It's not hard to lead a SIG. It's better if there is a topic for a presentation each month, but questions and answers can also fill up a couple of hours. SIG attendees have always treated SIG leaders with respect and reverence, so you don't need to worry about being heckled off the floor. We need new folks to lead SIGs for topics like iLife software, computer hardware (Mac Pros, iMacs, Macbooks), iPods, iPhones, and many more. Come and give it a try! Contact Kevin Strysik (65l-489-4691, strysik@mac.com) to get started.

In the recent past, the newsletter has not contained a plethora of information other than meeting schedules and BOD meeting notes. We need people describing their experiences. We need people telling about useful hardware, software, and features. We need the information exchanged at SIG meetings captured and shared. If you are afraid your

writing style is not suitable for publication, send your article to Pam and me (plienke@aol.com), and we will help you polish it so your knowledge can be passed along to other members.

For folks who need a question answered immediately or sooner, we have Members Helping Members. More members are needed to provide help over the phone or via email. As pointed out above, an expert is someone who knows just a little more than other people. If you are familiar with a particular topic and are willing to share that knowledge with other club members, let Chuck Hauge (612-963-5064, Chaz@CPHSolutions.com) know; if your expertise lies in an area not yet on the Members Helping Members list, let Chuck know and it will be added. You do not have to know everything about a topic; there is no shame in admitting you cannot answer a particular question.

Hope to see you at a meeting soon.

Harry Lienke

Members Helping Members

Need Help? Have a question the manual doesn't answer? Members Helping Members is a group of volunteers who have generously agreed to help. They are just a phone or an email away. Please call only during the appropriate times, and **only if you are a current mini'app'les member** and own the software in question.

Apple II / IIGS Software & Hardware	1, 2, 3
AppleWorks / ClarisWorks-Draw	3, 4
Classic Macs	
Cross-Platform File Transfer	2
FileMaker Pro	
Intel Based Macs	
iMacs	
iPhoto / iTunes / iMovie	
Mac OS Classic	3
Mac OS X	
Microsoft Excel	2, 5, 8
Microsoft Word	2, 8
MYOB	5
Networks	7
New Users	1
PhotoShop	
QuarkXPress	8
Quicken	5
QuickBooks and QuickBooks Pro	5
VectorWorks	6

1. Les Anderson	651-735-3953	anderslc@usfamily.net	DEW
2. Tom Ostertag	651-488-9979	tostertag@usfamily.net	EW
3. Bruce Thompson	763-546-1088	bthompson@Macconnect.com	EW
4. Pam Lienke	651-457-6026	plienke@aol.com	DEW
5. Ardie Predweshny	612-978-9774		DEW
6. Charles Radloff	952-941-1667		D
7. Chuck Hauge	612-963-5064	Chaz@CPHSolutions.com	D
8. Ron Heck	651-774-9151		DEW

  D: Days, generally 9 am to 5 pm
  E: Evenings, generally 5 pm to 9 pm
  W: Weekends, generally 1 pm to 9 pm

Please call at reasonable hours and ask if it is a convenient time for helping you. By the way, many of these volunteers can also be contacted on our forums. We appreciate your cooperation.

mini'app'les needs more volunteers for Members Helping Members. If you would like to be a Members Helping Member volunteer, please send an email message to Chuck Hauge or contact him on our forums with your name, telephone number, contact hours, and the software or hardware areas you are willing to support.

mini'app'les Election Results
by Les Anderson

Erik Knopp and Les Anderson counted the ballots on May 2, 2008. There were 26 ballots submitted, of which 25 were declared valid.

Results were as follows:
President - Bruce Thompson 24, no write-ins.
VP - Dave Peck 13, Bert Persson 8, no write-ins.
Secretary - Harry Lienke 24, Les Anderson 1
Treasurer - Don Walz 24, no write-ins.
Membership - Chuck Hauge 25, no write-ins.
Publication - John Pruski 24, no write-ins.
SIG Director - Kevin Strysik 24, no write-ins.
BYLAW Change - YES 24, NO 0

iWork/AppleWorks SIG of May, 2008
by Harry Lienke

No iWork or AppleWorks questions were posed to open the SIG meeting so Harry Lienke reported on some experimenting he did with Pages and Word compatibility (the bylaws require the Secretary to store all club documents in a format compatible with either Pages or TextEdit).

Turns out that the Word format (.doc) and RTF documents exported by Pages have some errors in them and neither Word nor Pages can read the files and produce a document identical to the original Pages document (header font changes, headers and footers appear in the wrong place or disappear, and/or margins are reset to default values). Although RTF documents saved by Word are read by Word without error, Pages loses the document's formatting when it reads the file. The only file read by both Pages and Word without error is a Word format file saved by Word.

Pam Lienke showed how Pages can be used to create electronic scrapbook pages. Starting with a blank document she selected a square shape and expanded it to cover the document; the shape was then filled to create a colored background for the page. Pam next dragged two JPEG-format pictures of grandchildren onto the page; the pictures were framed, sized, and positioned on the page. Some text boxes with explanatory text were added, sized, and positioned on the page. The finishing touch was the addition of a variety of shapes in various sizes and colors.

mini'app'les Multi-SIG Meeting & Member's Workshop, April 19, 2008

By Chuck Hauge

About 30 mini'app'les members had quite the time at the recent Multi-SIG (Special Interest Group) meeting, the first we've had in many years!

Yugma, a local company providing on-line collaboration and remote access services, presented at the opening session. Thanks to Jonah Cagley and Connie Gelhaus for the presentation and for the coffee. Their presentation impressed many attendees, including the Executive Director from Habitat for Humanity who stopped by to see Yugma demonstrated. She stated this could be a remarkable tool for Habitat affiliates around the state of Minnesota. It could reduce costs and allow Habitat to make training easily available by recording the sessions and allowing others to play them when it is convenient.

Jonah and Connie stepped through many aspects of the Yugma software. One unique item is its platform independence. This means it doesn't matter if some people have Mac OS, others Windows, and still others have Linux; they can all work together. Yugma recently rolled out a new release of their system and is constantly improving their system. One area they are working on is more closely tying Yugma with Skype, an on-line audio service. The great thing is the software is all on-line, meaning you don't have to pay for upgrades; upgrades are automatically delivered to you when they are available.

Another impressive feature is the zero-configuration requirement for end-users. With the "Pro" features all one needs to do is click the link sent to you. After you type in an account ID and password, you're part of the presentation group! In rare cases there may be some bumps if you are behind a fancy firewall or you have very aggressive anti-virus software, but Yugma can assist with getting around the issues.

One last feature I was very impressed with is the ability to take control of a user machine. This is perfect for trouble-shooting remotely, and since it is platform independent, a person with a Mac can support a person with a PC or vice-versa, anywhere in the world, as long as both have a broadband Internet connection. The only way to take control of another machine is if the user on the other end "allows" it, so it's totally safe.

Jonah and Connie also provided attendees with two-month Pro-10 trial usage cards. This entitles members to use the professional version of Yugma software absolutely free for two months from the date of initial sign-up. They also have a free version of Yugma, but several of the features are disabled, and you can have a maximum of ten users participating in a presentation.

Chuck Hauge presented the notion of a Digital Life SIG that would cover everything not covered by our other SIGs, and do it in a fashion of more traditional teacher-led sessions. Digital Life, in a nutshell, is the integration of humans and technology and is a phrase coined by our beloved leader, Steve Jobs. We want to

build on the excitement around Apple and their products and bring people together to present on what they know, love, and use.

For example, there are many people who use iTunes, but there are few that really *know* the application. These people can share with the rest of us what they know and how they use iTunes to its fullest potential. It's through this knowledge sharing and demonstrations we can learn how the technology can work for us and make us more efficient. Let's face it, we don't want to fight with our technology; we want it to work for us and make our lives easier! mini'app'les is looking for people who would like to step up and speak about what they know and to share their experiences with others.

Three of our SIGs met (after all, it was a Multi-SIG meeting): Mac OS X, Q&A, and iWork/AppleWorks. At our Mac OS X SIG, the topic was the iPhone. Bob Demeules showed part of the iPhone software development kit (SDK) conference video presented by Apple and Steve Jobs. At the iWork/AppleWorks session, Pam Lienke demonstrated setting up a presentation using Keynote, one of the components in iWork. At the Q&A SIG Les Anderson dealt with sending a text document as an e-mail attachment that PC users could read.

There were club member experts helping to solve computer issues on-site for other members who brought their computers to the event. We had questions and resolutions for things from OS installations to iTunes, Mail, and iPhoto. We also know many

members have books, software, and other Apple related materials, so there was a book/software exchange available. For the next Multi-SIG meeting, bring things you may not need but others might find useful. Keep recycling alive!

We reminded everyone of the Board of Directors election, the electronic newsletter that our Publications Director will be providing soon, and for members to provide us with their updated email addresses by sending them to miniapples@mac.com.

If you attended the Multi-SIG meeting, please let the Board members know what you thought, what you liked, and how the meeting could be improved. If you didn't attend, please let the Board members know what they can do to entice you to attend the next multi-SIG meeting.

iWork/AppleWorks Meeting
by Pam Lienke

At the mini'app'les Multi-SIG meeting Saturday, April 19, one of the break-out groups was for those interested in iWork/AppleWorks. This was a time for members who perhaps don't make it to the regular iWork/AppleWorks meeting held the first Wednesday of each month to find out what we do. At this meeting the topic was making a Keynote presentation. In the limited time we had we did not complete an entire presentation, but covered some of the basics. At our monthly meetings we address many items.

There is always time for participants to bring questions about one of the applications or to share their own insights. We also explore parts of iWork or AppleWorks that we may not use. For me it seems that after we have focused on a particular aspect, I discover it helps me be more productive and have more fun with my work. Join us as we explore the new world of iWork and continue our relationship with an old friend, AppleWorks.

Getting Started With Forumer.com
by Pam and Harry Lienke

The Minnesota Apple Computer Users' Group, the mini'app'les, has established a bulletin board service (BBS) using the facilities of forumer.com. Everyone is encouraged to make use of the BBS to ask and answer questions that cannot wait until the next Special Interest Group (SIG) meeting. Although guests can make use of this new BBS, mini'app'les members have some special privileges and, so, should register as members to take advantage of those privileges.

Getting started is easy. Connect to the Internet and fire up your browser. Navigate to the mini'app'les BBS on forumer.com either by entering   http://miniapples.7.forumer.com/index.php   into the Address Bar of your browser or by going to the mini'app'les web site at http://www.miniapples.org/ and clicking on the mini'app'les Forums Quick Link on the left side of the window. This brings up a window like the one in Figure 1.

Figure 1. mini'app'les forumer.com Starting Window

The registration process begins when you click the "Register" text button at the right just under the "mini'app'les forums" heading. At the click of that text button, a new window appears; this window contains the registration agreement terms. If you agree to the terms and conditions, you need to click the appropriate line under that text to proceed. The next window asks you to enter your registration information and set your initial preferences (see Figure 2).

Figure 2. Registration Window

You must enter a username and password. The username need not be (but can be) your given name; two usernames currently in use are Ottertail and Huntn. An email address is required as part of the Registration Information because that is how the administrators communicate with individual members and how you are informed if you have received a Private Message from another member. To keep the nasty folks who patrol the Internet from accessing your account, your password should be at least eight characters long and should be a combination of lower case letters, upper case letters, numbers, and special characters. The Confirmation Code is used to prevent the software of those nasty folks from registering automatically and thus save much grief and work for our forum administrator. The default values shown for the Preferences are quite sensible and can be

accepted as is; the preferences can be changed once you have been registered as a mini'app'les member. After you have established your Registration Information and Preferences, click the "Submit" button at the bottom of the window. This sends a message to our friendly administrators telling them you would like to be registered for the mini'app'les forums.

Your submittal of a registration request sets off a series of emails. The first email shows the username and password you entered as well as letting you know the administrator must approve your registration request and establish an account for you; save this email so you can check your username and password if you are unable to log in to the forums later. The second email lets you know your account has been established and you may now log in to the mini'app'les BBS. The third email informs you that you have been added to a particular group; different groups have different privileges in the forums. If the administrator was unable to identify you as a mini'app'les member and assigned you to the "Guest" group, you will receive an email letting you know you have a private message on the BBS. Clicking the link contained in the email takes you to the window shown in Figure 3.

Figure 3. Logging in to Check a Private Message

Forumer requires you to click in the text box for the username first. Then enter the username and password you provided when you registered and click the "Log in" button; if you forgot the username and/or password or you are unable to log in, check the first email you received for the correct information or click the "I forgot my password" text button to get an email with your username and a new password. Once you have entered the correct information, you are taken to the screen shown in Figure 4.

Figure 4. Accessing Private Messages

Click the name of the message ("Welcome" in this case) and a new window appears, allowing you to read the Private Message (the new window is not shown here). The message may indicate you were placed in the Guests group and ask you to identify yourself if you are a member; if so, click either of the "Post Reply" buttons in the window and, in the "Reply to a private message" window, enter a message identifying yourself to the administrator (this window is not shown here); click the "Submit" button after your message has been entered. An interim window appears for a short time before you are returned to the window of Figure 4. At this point, you may access the messages in the forums by clicking on the "Miniapples Forum Index" text button in the middle of the window, point your browser at a different web site, or quit your browser.

After you have received an email from the administrator indicating you may now access the BBS with all the privileges and responsibilities of a member, you can log in by navigating to the web site as described at the start of this article to the window shown in Figure 1. Click the "Log in" text button next to the "Register" text button and a window like that of Figure 3 appears. Enter your username and password as before and click the "Log in" button. A window similar to Figure 1 appears; any forum with a message you have not read has a green apple next to it.

Happy browsing!

Safe Storage of Your Vital Information

by Harry Lienke

There is much information the experts say you should keep in a convenient, but secure, place. The information includes Social Security numbers, credit card numbers, checking and savings account numbers, household inventory, and driver's license numbers; this is just a sampling of the data about your life that should be collected, saved, and protected.

This data can be stored in one or more files on your Macintosh computer, but how secure is your Mac? Typically, folks tend to let the Mac OS log on to their account automatically when they turn the power on or restart their Mac. This leaves all your files vulnerable to anyone who wanders by your computer; in addition, it makes it easy for a thief to access all those files after pilfering your computer. Even if you set up your account to require a password to log on, a thief can either use an installation disk to reset your passwords or use another computer to access data on your hard drive. Without some additional protection, your data is vulnerable while it is on your Mac.

One possibility to safeguard your valuable data is to use one of the many shareware applications designed to store that data in an encrypted database. This is a viable alternative, but it requires that you pay a shareware fee; why use a shareware application when there are good, free alternatives?

One possibility with no cost is the FileVault capability of Mac OS X. You can protect all the data in your Home folder with FileVault; one disadvantage of using FileVault is that it protects everything in your Home folder, possibly including all your photos and music. You may find that you need a hard disk to back up your data for storage off-premises. An easier solution is to store all your important data in an encrypted form that allows you to back up that data on CDs or DVDs you can store in a safe deposit box, in your desk or locker at work, or on a shelf at Aunt Polly's house. You can use Apple's Disk Utility to create this vault for your data.

Let's Create a Secure Storage Area

In the following paragraphs information contained in square brackets [like this] represents menu items to be selected, information to be entered, and/or actions to be taken. Open the Disk Utility program located within the Utilities folder that lies within the Applications folder on your hard drive. Open the Disk Utility's File menu and create a disk image file [File-New-Blank Disk Image] (see Figure 1) about the same size as a CD-ROM [Size = 660 MB] with encryption enabled [Encryption = AES-128] and a read/write disk image format [Format: read/write disk image]; also specify you want the disk image created on your [Desktop], not, for example, in the
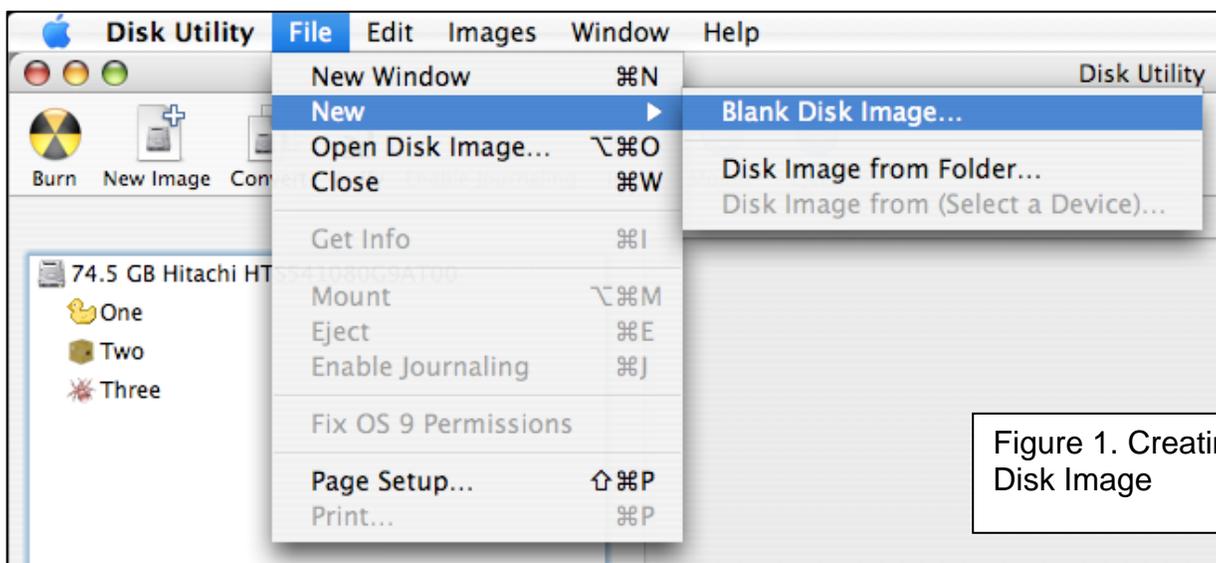
Figure 1. Creating the Disk Image
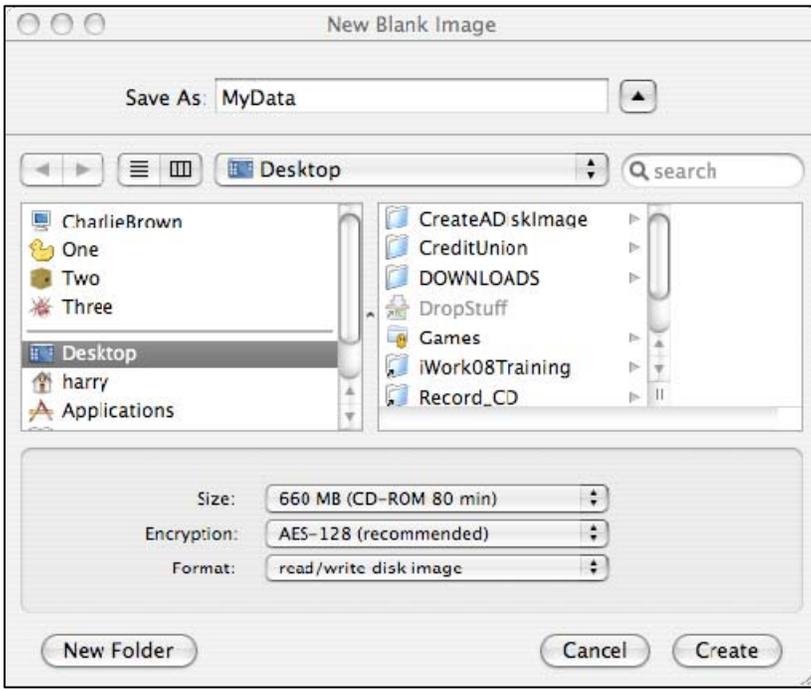
Figure 2. Disk Image Attributes

Figure 3. Password Entry

Documents folder (see Figure 2). After you provide a name for your new disk image file and volume [Save As: MyData, for example] and click on the Create button, Disk Utility asks for a password (see Figure 3).

Provide a very strong password: at least 10 characters long using numbers, lower and upper case letters, and special characters. Do not use easily available information about you and your family. You will not be able to retrieve your data if you forget the password; the password should be memorable for you but, to provide good protection, very difficult for others to guess. If you would like the Mac OS X Password Assistant to help select a password, click on the button that is located to the far right of the "Password:" prompt (it has a key on it). The Password Assistant generates a variety of passwords but even the "Memorable" passwords are probably going to be less memorable than a password you generate yourself.
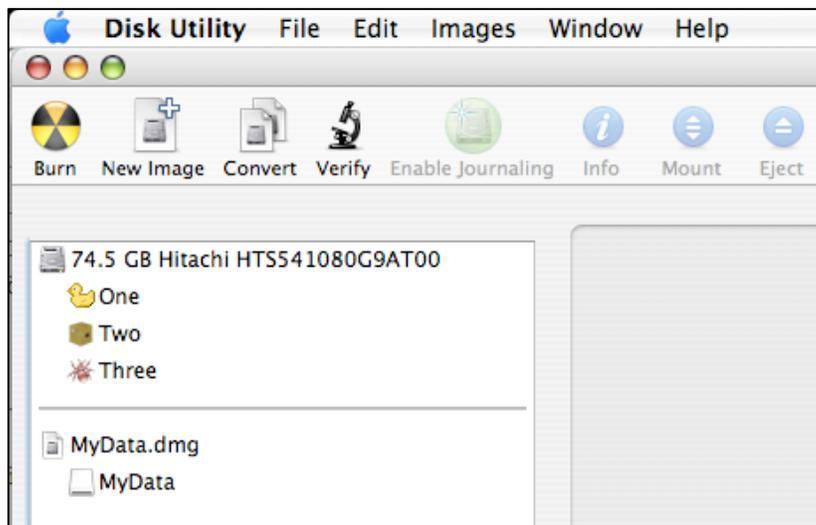
Figure 4. Files in Disk Utility

Do not allow the password to be Remembered or Added into the Keychain [click on the Check Mark if one is present to delete it]; if you allow the password to be Remembered, you have weakened your security to the level of any password you use to sign on to your computer. If you write your password down, keep the piece of paper well away from the data you are trying to protect — in a safe deposit box or a relative's house, for example, but not located near your Mac or in the same place you are storing your back-up data. After you enter the password and click on the OK button, Disk Utility creates a desktop disk image file with the name you specified and a suffix of ".dmg" (MyData.dmg, for example) with the protected volume residing within the disk image. The disk image file and the protected volume are shown on the far left side of the Disk Utility window (see Figure 4). Quit the Disk Utility and you

can see the disk image and volume icons on your desktop (see Figure 5). Since the disk image file is open and the protected volume is available, you may write and/or read files on the protected volume like you do with a standard hard drive volume.
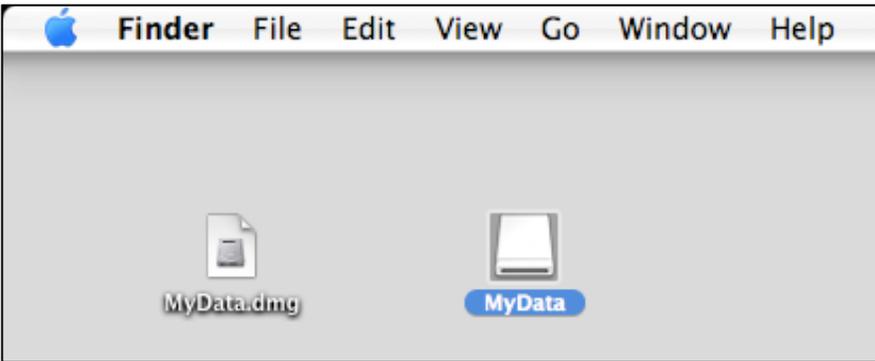
Figure 5. Disk Image and Protected Volume

Whenever the disk image is closed and you need to read from or write to the protected volume, double-click on the disk image and you are asked for the password; after you have entered the password, a volume with the name you specified (MyData, for example) appears on your desktop. As mentioned above, use the volume like a standard hard disk volume. After you have finished reading and/or writing, make sure you eject the volume (control-click on its icon and select Eject [Eject "MyData", for example] from the menu that appears) so no one can access it without the password; if you leave the volume sitting open on the desktop, anyone can access its data and you have defeated the purpose for creating an encrypted disk image.

To back up the data to a CD-ROM, close the protected volume (if it is open) by ejecting it so no icon with the volume's name is showing on the desktop. Insert a blank CD in the CD-ROM drive and let the Finder handle the processing of the blank disk [Action: Open Finder and click the OK button]. Give the blank CD an appropriate name by clicking twice (two separate clicks, not a double-click) on the blank CD's name, "Untitled CD", and entering a new name (for example, Backup20080410). Drag the .dmg file to the icon of the blank CD and then click on the icon of the blank disk to select it. Tell the Finder to burn the CD [File-Burn Disc...]. This process makes a back-up disk which is also encrypted.

To access the data on the back-up CD, insert the CD into the CD-ROM drive and, after the CD's icon appears, double-click on it. A window showing the disk image file (MyData.dmg, for example) appears; double-click on the disk image file to begin opening it. Mac OS X asks for the password of the disk image file; enter the password to finish opening the protected volume (MyData, for example). You can now access any of the data on the volume. Your data is secure on the back-up disk because your password is required to open the disk image.

I have a set of CD-RW disks I use for back-ups on a rotating basis. Once a month or so I erase the data on the oldest disk and re-write it with the latest data. I keep a couple of disks at home and the remaining back-ups off-premises so my data is conveniently located but protected against catastrophes.

mini'app'les Directors Meeting Minutes for February 25, 2008

In attendance: Kevin Strysik, Harry Lienke, Chuck Hauge, Les Anderson, Bert Persson, Erik Knopp, Bruce Thompson
Absent: Don Walz, Tom Gates, John Pruski

An emergency meeting of the Board of Directors was called to deal with the two issues shown on the agenda.

Agenda:
Put David Peck on the ballot? Strategy for publishing electronic newsletter

New Business

Put David Peck on the ballot? — The discussion indicated those present felt that since no nominating committee had been appointed, the Board of Directors (BOD) was the de facto nominating committee; therefore when David Peck indicated to Chuck Hauge he wanted to run for a BOD position, he satisfied the requirements of bylaws section D.9.a and should be listed on the ballot as a candidate for Vice President. A motion was made to add David Peck to the ballot as a candidate for Vice President and to re-issue the ballot; the motion was seconded and passed (Anderson, Strysik, and Hauge voting in favor, Lienke abstaining as President pro tem, Persson not present at the time of the vote). Chuck volunteered to create a new ballot and make it available to Les to be added to the March-April newsletter; the new ballot is a replacement for the ballot included in the printing of the newsletter.

Strategy for publishing electronic newsletter — Bruce has thirty confirmed email addresses plus a number of older email addresses. BOD members should forward any member's email address they may have to Bruce. Bob Demeules has not responded to Bruce's request for the email addresses of the attendees of Bob's SIGs. Bruce is sending out an address verification email asking each member for their preferred email address. We plan to put the newsletter into a secure area on the club's .mac account (Bruce will create the secure area) and send email notification to members when a new document is available. The information needed to sign onto the secure area will be made available to members through an email and via posting in the Members Only forum on forumer.com. The sign-on information will be changed periodically to ensure only members can access the information published in the newsletter. Chuck volunteered to create an article instructing members how to turn off the loading of graphics in their web browser but that is no longer needed since the newsletter will be available in both PDF and text format. The plan is to use the club's copy of iWeb to produce the newsletter; Bruce gave the club copy to Bert to give to John Pruski for publishing the newsletter.

Next meeting: Scheduled for April 7, 2008, at the Merriam Park Library at 7:00 pm. All club members are welcome to attend.

mini'app'les Directors Meeting Minutes for April 7, 2008

In attendance: Tom Gates, Bert Persson, Harry Lienke, Chuck Hauge, Les Anderson, Bruce Thompson
Absent: Don Walz, John Pruski, Kevin Strysik, Erik Knopp

Agenda: Added Director's Reports to agenda; otherwise see Old and New Business below.

Minutes: The minutes for the February 2, 2008, meeting were approved electronically and published on the club BBS and on forumer.com on February 9. The minutes for the February 25, 2008, meeting were approved electronically and published on the club BBS and on forumer.com on March 1.

Directors Reports

Treasurer Don Walz's report: Bert talked to Don who said all bills are paid. No written report was available. Don filed a 990 form with the IRS. Don contacted the Post Office about a bulk mailing refund. The refund has been received. Our insurance company reported terrorist insurance coverage is available for an additional $4.00 per year; the Board of Directors (BOD) asked Don to check into why we might need it.

Marketing Director Chuck Hauge's report: Created instructions for killing graphic loading in Safari and Firefox and sent it to the BOD for review with the idea of sending the instructions to all members so those who don't want to load the newsletter graphics (those with dial-up

internet access) can quash the process.

Old Business

Review of February 25 meeting — A motion to approve the actions taken at the emergency meeting of February 25 was made, seconded, and passed (MSP).

Conducting the Board election — Les ran out of modified ballots so some folks got only the ballot printed in the newsletter. Discussion of the impact of this pointed out that Dave Peck did insert an article about his candidacy in the newsletter and put an announcement on forumer.com; it was felt that the impact would be minimal. A motion to accept either ballot as long as the member submitting it is properly identified was MSP. A motion to have Tom ask Les and Erik to be ballot counters was MSP with Les abstaining. Les asked if a May meeting to consider the election results should be held; since there is only one contested race and few ballots are usually cast, the BOD felt a May meeting was not needed.

Multi-SIG meeting site — Meeting is set for April 19th at St. Charles School from 9:00 am to 1:00 pm; the school will be open by 8:30. Yugma will give the main presentation. Chuck will give a Digital Lifestyle presentation with the idea of starting a special interest group (SIG) and recruiting a leader. Bert and John will bring the club's projectors; the school has screens available. We need to survey attendees to help decide which SIG meetings will be held at what time; some of the sessions will be held in parallel. The trouble-shooting session will be

held in the lunchroom where more electrical outlets are available; high-speed Internet access is available there, too. Bruce will send notification of the meeting to our list of email addresses (this also verifies our email list). Beverages are available from a vending machine near the lunchroom. Chuck will compile a detailed list of things to happen and send the list to BOD members.

Compensation for Buchner — It has been agreed that Greg's expenses for the sale of the equipment will be reimbursed but no one was aware of a check for the remainder of the proceeds being available. Bert will call again.

IRS info — Don sent the 990 form to the IRS. Tom took care of the paperwork for 501(c)(3). Discussion indicated the Secretary has copies of the Incorporation Papers, the 501(c)(3) papers, and the Bylaws; copies should be kept on the club's .mac account with a link from forumer.com so BOD members have easy access to them.

New flyer for advertising the club — Thanks to Bert for making an updated flyer available. The BOD authorized Bert to have 50 copies printed and folded with copies to be available by April 19.

Monthly email newsletter — No information was available from John. Chuck will contact John.

New Business

Membership list update — Bruce and Erik will work out details of what Erik needs to provide to Bruce for storage on the web site.

A text file is used for controlling access to forumer.com. A link to the members list will be set in forumer.com. for use by BOD members.

Bulk mailing fee refund — Received from the Post Office.

Revisit the printed / electronic newsletter decision — Les indicated there were two people at the Q&A SIG who don't use the Internet. It was pointed out that these people can and do use library access to the Internet. It was also pointed out that if we start providing printed copies of the newsletter to two people, we will have difficulty limiting the distribution to only those people. The consensus was to make no changes to the previously determined policy of providing no printed copies of the newsletter.

Membership cards — Cards sent with the printed newsletter have been used in the past to prove membership for drawings and vendor discounts. A suggestion was made to use on-line access to the membership list for verifying membership but this does not work for vendor discounts. The logistics and cost involved in providing up-to-date membership cards was discussed for a while. More discussion is needed so this item was put off to a subsequent meeting.

Hamfest — The Hamfest has been held without our participation so this item is no longer needed.

New Member CD update — Greg Buchner does not have time to send out the New Member disks. Bert has the few remaining blank CDs. The First Class data is no longer needed. The BOD felt we

should stick to OS X items. Les will provide list of contents of the current CD; Chuck will suggest what items should go on the updated New Member CD.

Disposing of BBS hardware — Bruce will talk to Steve Wilmes about giving the equipment to Bruce. If Steve is willing to give the equipment to Bruce, Harry volunteered to pick it up.

Ad-free forumer.com service — Chuck reported the forumer.com cost is $5 for 30,000 hits without ads. A motion to spend the $5 for a trial was MSP.

Web site/domain name renewal — Chuck will get pricing information for discussion at a later BOD meeting. Les will re-send the most recent email on this topic to Chuck.

Next meeting: Scheduled for June 2, 2008, at the Merriam Park Library at 7:00 pm. All club members are welcome to attend.

Benefits of mini'app'les Membership

Access to the mini'app'les online forums. Post questions and/or answers about issues, trouble shooting, products, buying and selling, special events, discounts, and news about Apple and the mini'app'les club.

Access to our Members Helping Members network of professional and advanced users of Apple technologies. These members volunteer their time to help other members with software, hardware, and other Apple related issues.

A variety of Mac Special Interest Groups (SIGs) that meet each month.

Workshops to help members with computer problems. You can bring your equipment in to these events and receive support from knowledgeable Mac users to help diagnose your problem(s).

Participation in drawings for computer hardware, software, and other computer related materials.

Discounts from vendors and manufacturers.

Membership Application and Renewal Form

Name:

Company (if mailed to):

Address:

City, State, Zip:

Phone # (home):

Phone # (work):

Phone # (cell):

Occupation (if applicable):

Membership ID # (if renewal):

Email:

Your e-mail address will NOT be sold, shared or distributed.

_____ Check if OK to contact you by email

_____ Check if this is a change of address notice

_____ Check if you want to volunteer

_____ Check if you want to be added to "Members Helping Members"

_____ Check if you were referred by a club member (if so, give member's name)

Membership cost is $15.00 for one year. Please make your check payable to "mini'app'les".

Please send this application and your payment to:
    mini'app'les
    P.O. Box 796
    Hopkins, MN 55343-0796

Thank you for your support!