Bowie Seniors Computer Club

Meeting Minutes

Date: November 2, 2023

Location: Bowie Senior Center, Classroom 1

Attendees: Attachment 1

Announcements:
- Dave Hackenberg opened the meeting by announcing that new classroom computers and monitors may be installed next week. They will have Windows 11 and Office 2021.
- Dave also announced that he will be giving three seminars in December—Files and Folders, Intro to Excel, and Intro to PowerPoint. These will be held on the first, second, and third Tuesday mornings at 10 a.m. These will include hands-on exercises using the new computers.
- Dave introduced Genevieve Clemens who give a presentation on email. Genevieve also has offered to teach Computers 1 and 2 classes.

Presentations:
- Genevieve Clemens gave an excellent presentation on origin of email and how it has changed the way we communicate. Her presentation also showed the various features of email applications and, in particular, how to organize folders. The presentation may be found on the Club website: (http://bowieseniorcenter.org/BowieSeniorsComputerClub/present.html) under the title of Email & Gmail: Taking Control – Genevieve Clemens (11/02/2023)

Open Discussion:
- Following the presentation, there was a Q&A session to address various member issues.

Future Meetings:
- The next meeting will be at the Center on Thursday, December 7.

Attachment 1 – Meeting Attendees

Bowie Seniors Computer Club	
Name	**November 2**
Lillie Bartley	X
Warren Bartley	X
Blum, Bob	X
Cantrell, Sharon	X
Clemens, Genevieve	X
Conboy, Linda	X
Hackenberg, Dave	X
Hill, Rosemary	X
Kozura, James	X
Laster, Mark	X
Lee, Daniel	X
Lord, Jackie	X
McCarthy, Mary	X
Meenahan, Bill	X
Bruce Miles	X
Christine Miles	X
Miner, Faye	X
Perry, Joseph	X
Rapczynski, Bob	X
Smith, Clara	X
Smith, Doris	X
Stewart, Jackie	X
Strawser, Flo	X
Turner, Shirley	X
Wheeler, Berlyn	X
Wheeler, David	X
Alem Woldemarian	X
TOTAL	27