



**North Hills Community Association
Board Meeting Minutes
Zoom
October 2, 2023**

Board Member Attendance: Carolyn Burgess, Dan Conolly, Donna Karch, David Kessler, Katie Kochounian, Vicki Oliveira

Board Member Excused: Nancy Mueller

Guests Attendance: Barry Pilger, Dora La Flora Czifra, Mary Marshall

Call to order: Dan Conolly called the meeting to order at 3:02 P.M.

Google Presentation: Dan Conolly stated that the purpose of the meeting was to serve as an introduction to Google Groups and Google Drive. Dan turned the meeting over to Katie Kochounian who gave a PowerPoint presentation, which included “live” presentations on how to set up a Google Group and a Google Doc. Katie pointed out that a Google Sheet is like Excel and could be used to track donations made to NHCA. She said that before Shivani Grover resigned from the NHCA Board, Shavani and David Kessler had transferred NHCA files from DropBox to Google Drive.

Those in attendance asked a number of questions and raised some concerns, including the need to have a Google account in order to access a Google Group. Katie confirmed that a Google account would be required and said that the easiest way to access a Google Group is to use the Chrome browser. Katie added that Google would probably add advertisements to OpenForum.

If NHCA switches from the current Internet provider (IP) for OpenForum and Announcements, all names and email addresses would have to be manually entered into another database. Dora La Flora Czifra,

NHCA's Webmaster, asked for access to the current IP. Access was granted. Dora will research the options and report back to the Board.

Barry Pilger suggested that the Board set up a Groups IO (www.groups.io) account and try it for one month. Groups.IO was founded in 2019. He said that he and Donna Karch had met earlier in the day and he had given her a presentation of how Groups IO works. He added that NHCA should consider Groups IO for Open Forum, as Groups IO can easily be customized. Barry said that the Montclair Neighborhood Council switched to Groups IO several years ago from their Yahoo Group. The switchover was seamless. Barry offered to help the Board create a Group IO account. He also offered to review NHCA's current IP. Barry was given permission to access the accounts. Barry will review the accounts and report back to the Board.

A brief discussion of using "mail chimp" or "constant contact" for Announcements followed. Both are one-way platforms, which are ideal for newsletters and announcements. NHCA's current IP offers a one-way platform (Announcements) and a two-way platform (Open Forum).

Dora La Flora Czifra asked what the issues were with OpenForum. Vicki Oliveira and Dan Conolly thought the accounts had been compromised. Barry asked if the Board had submitted a "help ticket" to the IP. The Board has not contacted the IP. Barry Pilger and Donna Karch will file a "help ticket".

Adjournment: As there was no further business, Dan Conolly adjourned the meeting at 4:08 p.m.

Respectfully submitted,

Donna Karch
NHCA co-secretary