

Subject: FW: AMUG Jan 2013 Meeting & Minutes AGM November 2012

Date: Saturday, 20 April 2013 10:04:23 PM NZT

From: Tony Climo AMUG



<http://www.amug.co.nz>
<http://www.amug.wikispaces.co.nz>

***MINUTES OF AMUG
ANNUAL GENERAL MEETING
30 November 2012***

PRESENT

Hugh Hunter, Barry Robinson, Sheryl Roberts, Matt Cameron, Tony Climo, Noel Muirhead, Rodger Lamb, Noel Lindale, Barbara Newton, Rex Smith, Gordon Rosewall, Jamie Crilly, Russ & Winn Carter, Norman Early, Carolyn Bunting.

APOLOGIES

Fay Skelton, Mary Vincent, Janet Smith, Yvonne Walton, Hugh Hunter, Robin Linder.

PRESIDENT'S REPORT

Barry read his President's Report for 2012 (a copy of which is appended to these minutes, below), and moved the adoption of it [seconded: Tony].

TREASURER'S REPORT

AMUG INCOME & EXPENDITURE FOR 2012 YEAR

2011 Balance carried forward \$628.73

| | | |
|--------|--------------|----------|
| INCOME | 24 members | \$375.00 |
| | Interest | \$7.06 |
| | Total income | \$382.06 |

| | | |
|----------|-----------------|----------|
| EXPENSES | Rent total | \$120.00 |
| | T Stick top ups | \$50.00 |
| | Supper supplies | \$39.67 |
| | Total expenses | \$209.67 |

| | |
|------------------------------|----------|
| End of year balance | \$711.12 |
| 2011 Balance carried forward | \$628.73 |

Signed :- H G Hunter, Treasurer 21/11/2012
[In Hugh's absence, his report will be adopted at the next meeting]

COMMITTEE & OFFICE-BEARERS

Barry proposed a motion that, unless anyone objected, the former office-bearers and members of the AMUG Committee continue in their positions for the forthcoming year. All members agreed.

Nominations were called for additional committee members:

Barbara Newton was nominated by Barry [seconded: Russ].

Russ Carter was nominated by Barbara [seconded Barry].

Therefore the **AMUG Committee for 2013** is:

President: Barry Robinson

Treasurer: Hugh Hunter

Secretary: Tony Climo

Website Manager: Jamie Crilly

Committee: Sheryl Roberts, Noel Lindale, Noel Muirhead, Russ Carter, Barbara Newton.

Any members who wish to are welcome to take part in the Committee's Skype sessions (8:30pm on the Tuesday of the week prior to the monthly meeting) to help arrange the meeting agendas.

MINUTES OF NOVEMBER 2012 MEETING

APPLEBYTE ONLINE



The Christchurch-based Apple User Group of Canterbury (AUGC) monthly magazine Applebyte in is available in PDF format. To download the July issue click on this link:

<http://www.appleusers.co.nz/pdfs/2012/AUGCApplabyte201201s.pdf>(760KB)

The public archive of all issues of Applebyte since 2006 is available at

<http://www.appleusers.co.nz/archive.php>

QUESTIONS & ANSWERS

Some computing queries and suggested solutions...

MISSING PREFERENCES

On my computer the System Preferences are missing. Can I locate them?

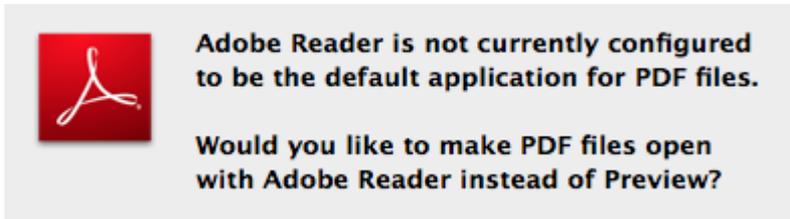
Possibly either the Preferences themselves or the directory pointing to them have been accidentally deleted. Reinstall the System to restore them.

ADOBE READER NOT WORKING

My computer displays a message saying that Adobe (Acrobat) Reader isn't working. What can I do?

Take no notice – you don't need Adobe Reader! If Safari wants to open a PDF file it should do so automatically using Preview, which is built into the operating system.

Adobe Reader doesn't like being ignored – it may display this notice, which you in turn can ignore:

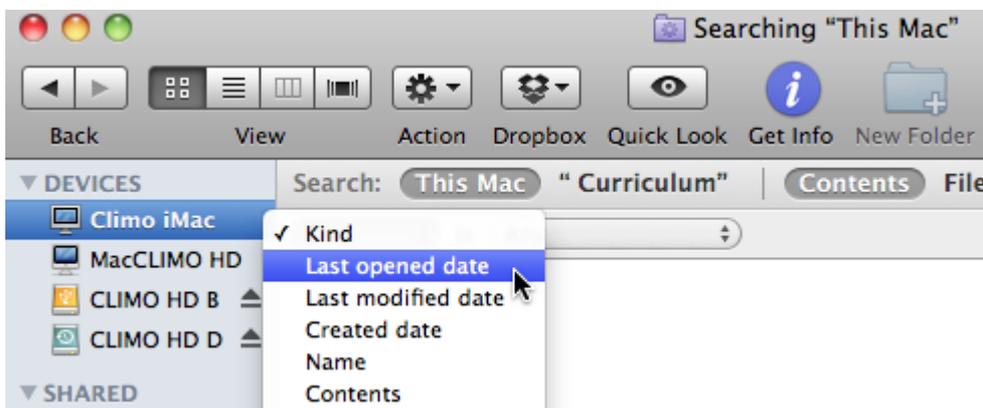


Thank you to members who contributed to this session.

MAC CLEANING & MAINTENANCE

Several members contributed to a session which outlined some of the housekeeping tasks you can do to keep your Mac maintained and 'cleaned' of files which will eventually take up unnecessary space. Some of the hints shared included:

- **Desktop** : keep it as clear as you can, as your Mac can slow down if you have too many files sitting on the desktop. If you want to keep files handy, put them in folders on the desktop, rather than leaving them at top level.
- **Search** : look for files you may not need by using Find (under File menu) and select Last Opened Date to search by – this will enable you to see files in the order that they have been used, which could enable you to find long-forgotten (and possibly unneeded) data:



- **Downloads Folder** : empty it! It's not a place to store items, as most items are copied elsewhere after being received, so the original downloads need to be disposed of.
- **Start-Up Items** : in the Users Preferences check that unwanted items do not appear in the automatic log-in section – sometimes these can get themselves listed without your help, and open each time you start up your Mac.
- **Website Data** : Safari may hold 'cookies' and data that are inserted into your Mac by websites which you have used. Remove these by going to Safari Preferences/Privacy and click on the Remove all Website Data button. The Details button leads to a display of the various data which has been saved.
- **Latest Version** : keep only the latest version of installed applications – the previous versions of applications are not necessarily deleted when the latest versions are installed.
- **Activity Monitor** : find this in the Applications/Utilities folder – it shows what is currently

running on your Mac – you might be surprised at what's going on!

Thank you to Jamie and other members who contributed.

iPAD UTILITY APPS



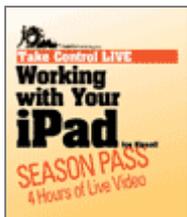
Tony described two iPad utility applications which are very useful if your Mac and/or printer are connected to a local network:

Printopia 2 enables the iPad to wirelessly connect to any printer which is on a local network – no drivers are necessary, and connection is automatic, so this app is very convenient and easy to use. For info and download go to [Printopia - AirPrint to Any Printer - Print from iPad - Print from iPhone - Ecamm Network](#)

Files Connect connects the iPad to any other computer or device which is on a local network, and enables files to be opened/transferred between the devices. Very convenient. Available on the iTunes App Store.

Thank you Tony for this information.

TAKE CONTROL eBOOKS



The Working With Your iPad book is now available in Take Control eBooks, and will be of use if you are looking for assistance with using an iPad. Take Control Books were described at last September's AMUG meeting. Visit [Take Control Ebooks Home Page](#) for information and purchase.

iPHONE HOTSPOTS

If you have an iPhone there is no need to have a 3G iPad, as the iPhone (and its account) can be used to provide an Internet connection by creating a local 'hotspot'. Jamie described how to do this, and also warned iPhone users to turn off Cellular Data when not needed, or unnecessary data traffic can be transmitted without you being aware of it.

Thank you Jamie for this description.

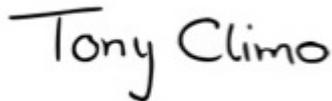
iCLOUD

Jamie gave an outline of how the iCloud facility may be used. This is fully described on [Apple - iCloud - Your content. On all your devices.](#)

REMINDER

Next AMUG Meeting: Friday 25 January at 7:30pm.

Happy computing!



Secretary

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PRESIDENT'S REPORT 2012

Greetings friends.

We have had another good year, with a number of new members and a variety of topics. Our maximum attendance was 21 and the average has been 14. The excellent minutes provided by Tony, go out to nearly 100 people in New Zealand and overseas who appreciate keeping in touch. Our membership continues to be drawn from a wide area and it is good to have the friendship and input of you all.

We have continued our emphasis on helping each other gain more knowledge about our Mac hardware and software, and sorting out our problems, Through the different contributions we have been able to understand the developments in systems and programmes and the new computer models, and we have had a lot more discussion on the increasing use of iPhones, iPods and iPads.

Mac computers continue to improve, with some computer model changes as well as new versions of the iPad and iPhone. The introduction of the Mountain Lion operating system has brought several advantages, although it cannot be used on older computers and I still use both the Snow Leopard and Lion versions.. There are many software programmes available, some free, and the App Store has a host of these. Members are again advised to install protection such as Sophos which is a free download, and also to back-up regularly: I have twice had to retrieve files from Time Machine when they have inexplicably disappeared from my computer..

A significant change this year has been our location: We moved from the Cricket Pavilion to the hall of the Church Street Chapel, and after settling in, our members found that it was much warmer and quite adequate for our numbers.

An addition this year has been our “WIKI” web page which enables members to contribute suggestions or problems. It also contains copies of our minutes so that you can look back and check previous topics which you remember, and want to refer to again, However it has not had much use to date, and members could consider accessing it more.

The committee has again worked very hard throughout the year in thinking up and providing interesting content for our meetings, and I thank all the existing committee for your input, I again thank Tony for his sterling work as secretary, and thank you Hugh for keeping the finances in good order and looking after our evening refreshment, and to Sheryl for her professional advice and help. Thanks too to all who helped with suggestions and contributions at our meetings.

The office bearers and committee will be elected at our AGM this month, and you will be pleased to hear that the incumbents are willing to stand again. However we would love to have new input, and would welcome nominations.

My appreciation to all you members for your support and involvement in our sessions, and I wish you happy festive season and many enjoyable hours of computing.

Looking forward to our next meeting in 2013.

Barry Robinson
AMUG President