

Agenda

TuneFind Committee Meeting and Study Session

Monday, December 8, 2003, 7 P.M.

**1217 West 37th Place
Los Angeles, CA 90007**

TIME: 7:00 to 9:00 P.M.

Executive's Report

- a. With Flora: the business checking account is in care of CFO. The original notebook for the journal is set. All transactions and monthly disclosures should be placed on the notebook. Mitsuru is still digging up past records to separate personal and business journals between 2000-2003.

Secretary's Report

- b. The overdue board of director meeting is planned late January, 2004.

STUDY SESSION

A particular feature offered by TuneFind is,

- a.
 - Careful and thoughtful storage of all personally created files into removable disks (Floppy, ZIP, and CD-DVD disks) out of the computer system in the special emphasis on the computer system for programs only.
 - And additional hints about organization of files (text, graphics, and beyond) among these three disks (see Appendix below).
- b. The rationale for that comes from significant convenience of the computer system management, and the easiest adjustable system settings. Given no personal files are on the system but software only (of which sources are all in CD), the system administrator can erase the entire hard disk at anytime, and can reload the necessary programs only again within a few days in every a few years (system overhaul). That makes the system settings to be clean, compact, and efficient from time to time. With a personal computer, a user is qual to the system administrator.

- c. Each PC is different, generally depend on the manufactures, about how easy or how difficult to make the system refreshed. Macintosh is generally very easy about the system refreshment (this session comes after the PC). This Study Session will follow up this subject by using each committee member's Laptop. Once you control your entire system in your hands, then you would never be affraid of minor mistakes or errors.

Appendix Reference:

Disks	Rough Size (Byte)	Easy Organize?	Proper Size of Files	Examples of files to be organized
Floppy	1 MB	Yes/ Magnetic	1 KB - 10 KB	text e-mails
ZIP	100, 250, 750 MB	Yes/ Magnetic	10 KB - 1 MB	word-processed files, graphics, pictures, attachment big files from e-mails
CD	700 MB	no		(usually only for archives)
DVD	(forgot)	no		(usually only for archives)