

## **ANRL Annual Membership Meeting Apr. 9, 2022**

This meeting was held at 11:00 AM at Shuttlebutts across from the Library at Cypress Cove and was also a Zoom conference.

Roll Call:

Present at meeting: President: Paul LeValley, Vice *President*: Bob Proctor, 2nd Vice President: Dave Foote, Treasurer: Jim Sweeney

Absent: Secretary: Lou Cook

Also present Dee Kopesky, Jim Hnatio, Edward Waller, and two others

Attending by Zoom: Frank Gilberti, Rick Szydelko, Evan Nix, Richard Weld, Lee Kilbourn, Thomas Dildine, Mark Pavelchak, Harris Dekker, Andrew Blair, JoAnn Easton Marchese, Frank Marchese, Patrick Stolt, Jim Dickey, Claudette Richards, Car Hild

Thank you to Jim Sweeney for 40 years of service.

Minutes for Oct.: accepted

### **Reports**

**Presidents Report: Paul LeValley** - For the record, the coronavirus pandemic forced us to postpone our January Annual Membership Meeting until now. Everyone seems to have recovered.

We have some new department chairs reporting for the first time:

Dee Kopesky--newsletters

Andrew Walker--scanning

Rick Marchessault--photo archive

This is the first time we have ever had anyone start to organize our photos.

The other piece of exciting news is that we have finally succeeded in getting information from the NAS onto the patron computer. Bob will have details on that.

We discovered that a whole shelf of bound newsletters was never scanned. We are looking at probably a year of spare-time work to do there.

Personally, my third (and probably final) book of collected naturist writings, including movie reviews, has been published. I am donating a copy to the library.

**1st V President's Report: Bob Proctor-** Because of the great length, this report is attached as an addendum to the minutes

**2nd V President Report: Dave Foote- 1. ANRL Facebook Group moderator.** I manage the ANRL Facebook Group which now has about 160 members, a significant gain of more than 40 people since the last report in October. More importantly, we have picked up several new people who seem to enjoy making on topic posts and use of the site is growing.

**2. ANRL Zoom Master.** I manage the ANRL Zoom account, which typically includes scheduling, sending invitations, and producing meetings as required. Since ANRL's last board meeting in October 2021, Kris Haibeck volunteered as Assistant Zoom Master and has provided valuable backup for several meetings I could not attend.

**3. Consortium Activities.** I regularly attend all Consortium meetings and WNRL Zoom meetings as an ANRL representative. My attendance at these meetings is very worthwhile, as the other libraries frequently ask for information about how ANRL handles certain issues. I chair the Consortium Systems Group, which last met on 23 October 2021. The Winter meeting scheduled January 2022 was cancelled due to my illness, and a Spring meeting is tentatively scheduled for May 2022. Active System Group projects include developing standardized Google Workspace (GW) search procedures, creation of a Consortium Master Online Catalog and developing common file sharing usage agreements for the consortium libraries.

**4. Ongoing ANRL projects.** (1) I have worked closely with Bob Proctor to help restore ANRL's Network Attached Storage (NAS) system which had been damaged by a nearby lightning strike in October. (2) I am working now to develop file synchronization procedures that will link the master archive on the NAS to files on the patron kiosks and GW. (3) I am also working with Bob Proctor to test different digital search systems (such as Doc Fetcher, GW search tools, Adobe Acrobat, etc.) and eventually set up standardized digital search procedures. (4) I have trained and am working with several new volunteers to test and develop quality control (QC) procedures for ANRL's digital archive.

### Treasurer's Report: Jim Sweeney:

Account Balances	Statement date	Balance
South State Bank, checking	02/28/2022	\$14,388.84
LPL Financial	02/28/2022	\$103,793.16
PayPal	03/26/2022	\$23.79
Petty Cash	03/26/2022	\$235.12
Credit Card Balance	02/28/2022	-\$919.41

I do not have the category details as I continue using a new computer record style for transactions using Microsoft Money software. I have retired from active participation as Treasurer but will continue to support a new Treasurer as a remote volunteer. I have made sure that the Credit card bills were paid on time and any other activity that could be accomplished from home.

**Scanning Committee: Andrew Walker-** work continues and the back-log of files has been cleared. I began volunteering around the first of the year with a focus of converting individual scans into their final PDF files and placing on the NAS. Mark Silverstein continues to do excellent scanning on Fridays as his schedule permits.

By the time of the board meeting, approximately 32 new files will have been added to the NAS since January 1<sup>st</sup>. Approximately 2/3 of these files are books.

**Newsletters Committee: Dee Kopesky-** This past November I was fortunate enough to be spending a week at Cypress Cove and was able to meet with Bob Proctor concerning the archiving process for newsletters. Once I returned home at the beginning of December, I began the process of making sure the newly arriving newsletter files were being directly uploaded to the NAS archive, bypassing the Dropbox account altogether

**Technical Committee: Bob Proctor-**See addendum

**Database: Bob Proctor-** See addendum

**Wed Site: Bob Proctor-** See addendum

**Video Conversion: Gary Nichols-** Since December 1, 2021, 28 new titles were added to the ANRL video catalog. An additional 247 titles now have DVD's available for patrons and 163 additional titles now have MP4 files on the NAS server. Updates for the database are underway for 276 titles.

	December 1, 2021	March 25, 2022	Change
ANRL Video Titles	892	920	28
DVD's for patrons	613	860	247

MP4 files in NAS	570	733	163
Hours of Video on DVD & in NAS	733	797	64

The table below shows the percentage of the titles in the video library that have DVD's and MP4 files available. There are an estimated 96 titles that still need a DVD created for patrons and 190 titles needing an MP4 file created.

	Count	Percent Complete
ANRL Video Titles	920	N/A
Titles with database Topics updated	898	98%
Titles with DVD's for patrons	860	93%
Titles with MP4 files in NAS	733	80%
Hours of Video on DVD & in NAS	797	N/A

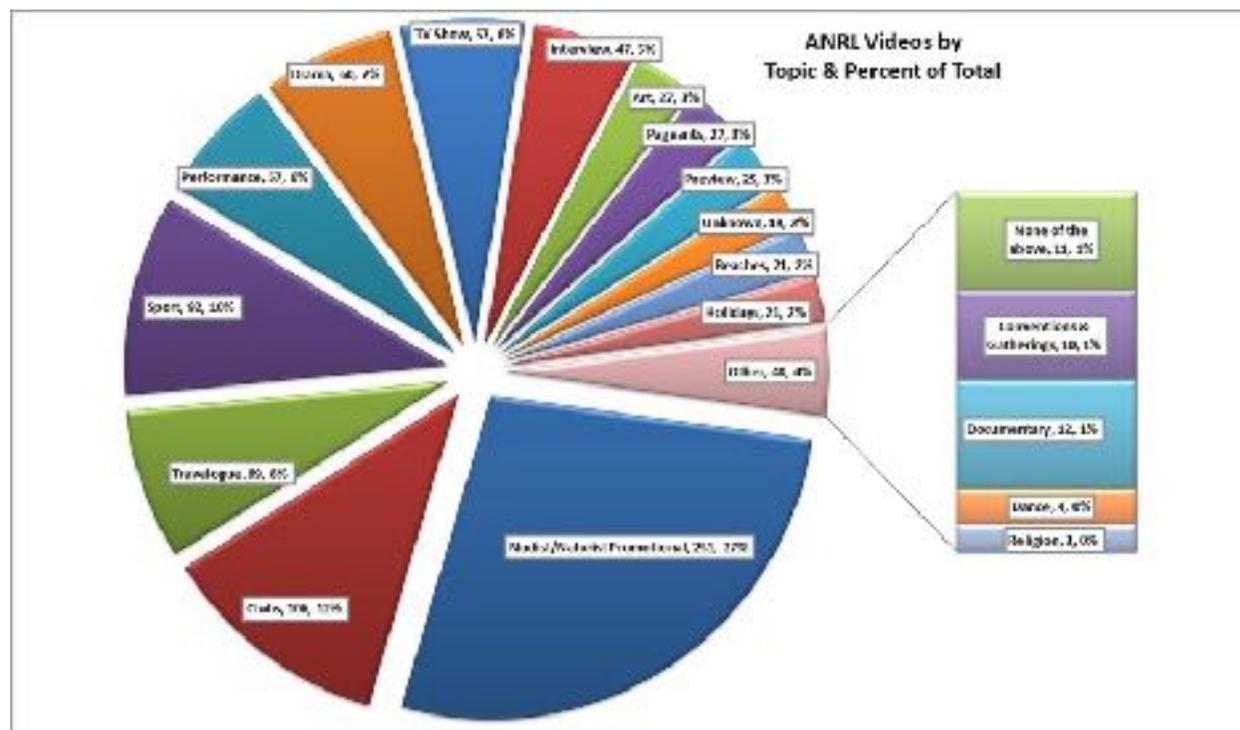
### ANRL Video By Count and By Topic

Titles by Count	Count	Percent
Nudist/Naturist Promotional	250	27%
Clubs	106	12%
Travelogue	71	8%
Sport	92	10%
Performance	57	6%
Drama	59	6%
TV Show	57	6%
Interview	47	5%
Art	27	3%
Pageants	27	3%
Preview	25	3%

Unknown	20	2%
Beaches	21	2%
Holidays	21	2%
None of the above	11	1%
Conventions & Gatherings	10	1%
Documentary	12	1%
Dance	4	0%
Religion	3	0%
	920	100%

Titles by Topic	Count	Percent
Art	27	3%
Beaches	21	2%
Clubs	106	12%
Conventions & Gatherings	10	1%
Dance	4	0%
Documentary	12	1%
Drama	59	6%
Holidays	21	2%
Interview	47	5%
None of the above	11	1%
Nudist/Naturist Promotional	250	27%
Pageants	27	3%
Performance	57	6%
Preview	25	3%
Religion	3	0%
Sport	92	10%
Travelogue	71	8%
TV Show	57	6%
Unknown	20	2%

	920	100%
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**Photo Archive: Rick Marchessault-** In January, 2022, I began working to convert the thousands of photographs and slides in the ANRL archives into digital format so that they may be viewed by researchers on site or with remote access to the collection. The overall process involves scanning the original photos, editing them with image software, creating contact sheets to display thumbnail images, documenting all metadata in spreadsheet format, and uploading image files to the Network Attached Storage (NAS) server.

To date, I have scanned and edited approximately 600 photos from several albums in the collection including the Long Island Travasuns albums from 1976 and 1977, the Acme Photo Service album, the Sunny Palms album, the Jim Hadley and Cypress Cove albums, and the Schuster Album. In each case, I have scanned all of the photos at 300 dpi resolution, made all necessary edits and color correction, created contact sheets with thumbnail images of all of the scanned photos, created spreadsheets for each album with fields for all pertinent data relating to the photos, and uploaded the final image and contact sheet files to the NAS server. I have sent the spreadsheets to Bob Proctor so that he can incorporate the data into the Filemaker database.

In addition to the albums completed to date, I have begun work on scanning the many slides that are in the collection. This phase of the project is in the preliminary stage to determine the viability of scanning the slide collection, but the early results have been satisfactory.

Given that there are thousands of photos and slides in the library collection, this is clearly a project that will take some time to complete.

**Newsletter: Paul LeValley-** Nothing to report.

**Research: Paul LeValley-** For the first time since the coronavirus began; we had two researchers actually in the library for a few days. For two years, researchers have been communicating by e-mail and snail-mail.

South Florida Free Beaches and AANR are working to regain some traditionally nude Florida beaches. JoAn Marchese, Claude Richards (visiting from the NEF Library), and I have been sending them copies of historic and legal documents .

**Other Nudist libraries: Dave Foote** -.Covered in 2nd vice presidents report

**Membership: Bob Proctor (interim)** See addendum

**New Remote Volunteers- Paul, Bob, Dave and Jim-** Working with so many remote volunteers is new and we will be trying new things. Please be patient.

## Old Business

**Passwords-**Bob said he would get a master list of passwords to Paul today.

## Membership fees, Paul Proposed

The cost of regular membership has gone up many times over the years, but somehow got stuck at the 2006 level. An increase is long overdue. At some point (maybe next year), we need to look at lifetime membership, which was set at \$500 in 1979, but never adjusted.

The magazines were chosen because we have Table of Contents files for easier searching of them.

Life Members will be grandfathered in.

The board recommends a Yes vote.

I move that the library adopt the following membership policy:

Regular membership —\$30

or

Premium membership--\$50

Premium membership would include view-only electronic access to 447 issues of these 14 magazines:

Title	dates	issues
Ankh	1967-71	13
Arcadia	1964-70	16
Classic Line and Form	1966-70	11
Continental Nudist	1963-73	21
Eden	1960-68	29
Film & Figure	1965-69	15
Naturally/Travel Naturally	1990-2012	84
Nude Living	1961-71	57
Nudism Today	1964-70	40
Nudist Magazine Digest	1965	5
Paradise	1962-67	15
S.U.N.	1951-66	100
Sun Era	1962-69	33

Sundial 1961-68 44  
 Motion passed

## **New Business**

Reinvest first CD delayed until finance committee can meet.

Inter-staff communications: Bob suggested using SLACK for communication.

Added at Bob's request:

Make much of digital archive available to life members: Delayed during the board planning session- more research needed

Bob proposed:

Whereas motions by the board should be clearly written, and whereas over the years many motions have been presented in a conversational mode at board meeting, and in many cases it was unclear exactly what was being voted on, and whereas documentation of motions was inaccurate, not what was actually voted on, and whereas clearly written motions require less work to document, therefore I move, "all motions presented to the ANRL Board for a vote shall be written and available to all Board members prior to the vote and shall be short, succinct, clearly written and have correct spelling and grammar."

A substitute amendment was presented from the board planning session:

All motions presented to the ANRL board or membership for a vote shall be written and read aloud before voting. This does not apply to routine procedural motions. Motions shall be short, succinct, and clearly written.

The amendment passed, and was then passed as the main motion.

Continue naming magazines as we are- withdrawn

Create nominating committee to find non-officers board members. Out of order. The board is asking for volunteers to a committee to look at restricting our bylaws. Dee Kopesky volunteered.

Buy a third patron compute, and make it Apple: Board will make this decision after some research.

Postpone vote on Premium Membership- out of order

## **Election**

Candidates:

President: Paul LeValley

1<sup>st</sup> Vice-President: Bob Proctor

2<sup>nd</sup> Vice President: Dave Foote

Secretary:

Treasure: Jim Hnatio (with delayed acceptance)

#### Scheduled board meetings

July 16

Oct. 15

Jan. 21

Question and comments from members: Some preference for meeting packets with clickable reports.

Meeting adjourned: 11:59

**1st V President's Report: Bob Proctor-** ANRL is entering a period of declining Staff and decline of our Board Members. A nominating committee has been mentioned however I see little activity to find new candidates for Officers and Board members. I'd like to float the idea that Board members need not be coupled to Officers such as Pres, VP, VP2, and Sec & Treas. An honest Board member could be none of those and then serve perfectly well on the Board, for the benefit of ANRL. Ted Hadley is a member of the Board. We should consider past officers when we look for Board members.

I'm not happy with the recent obstructionist and delay tactics expressed at ANRL. We are all getting older and good ideas should not be obstructed, delayed or postponed or belittled. Let them live and if they die on their own then those ideas will be settled in a way that does not cause hard feelings. If good ideas thrive, then ANRL will benefit. Recent requests to team leaders for names and members of their teams along with accomplishments and status have not produced much real results. I included a summary at the bottom of this report what I believe to be the status of the teams. We need to do more to help our volunteer teams. There is an open request to have a ZOOM meeting for volunteers. My requests to Staff members to use shared Dropbox folders for information related to ANRL which they keep on their personal computers have been ignored. If used, this would take no more effort than keeping files as they do today, outside Dropbox.

#### Duties of the Board of Directors

1. Vision of ANRL
2. Purpose of ANRL
3. Mission Statement
4. Set Priorities of ANRL
5. Prioritize Initiatives and projects in our "limited volunteer environment"
6. Receive committee reports and base their decisions on them

#### Not duties of the Board

1. Micro Management of committee work
- Voting on small issues which they are not knowledgeable about and which should be resolved in committee

#### 1.

1. Be knowledgeable in all workings of their committee and other committees
2. Be aware of state-of-the-art of methods available
3. Be creative and work on improvements to their workflows
4. Report to the Board

#### Communications

1. There are way too many convoluted emails floating around our mailboxes therefore it's difficult to keep track everything.
2. SuggestiSon 1) Keep conversations on Evernote shared files. It would be like a Blog where nested and re-nested notes would not clog things up.
3. Suggestion 2) Everyone to use the SLACK App. This is an extremely popular App that is widely used by teams across organizations and companies.
- 4.

1. Note to Slack support: American Nudist Research Library®, Inc. (ANRL) is a 501(C)3 organization that's funded by membership dues and donations. We have a modest budget. My question is: Do you offer a discounted price for small non-profit organizations? Dec 16, 2021

2. Reply from Slack Dec 16, 2021: Hi Robert, Thanks for reaching out! Happy to assist you today. We have a Slack for Nonprofits program, through which nonprofit and charity organizations can apply for a free or discounted upgrade to Slack's paid plans. With the Pro plan, we offer workspaces with 250 or fewer members a free upgrade, and an 85% discount for workspaces above that size. With the Business+ plan, we offer workspaces of any size an 85% discount. You can read all the details about the program, including its eligibility requirements, in our Help Center: <https://get.slack.help/hc/en-us/articles/204368833-Slack-for-Nonprofits-program> If you think the program is right for your team, you're more than welcome to submit an application here: <http://slack.com/nonprofit>. Hope this helps! Let me know if you have any other questions. Best, Amanda

#### Events this quarter

1. Oct 21, 2021 Andy Duputel visited and reviewed work being done at library, then outlined his recent work
2. Oct 22, 2021 Linda Weber visited and discussed Aviation Arrows and naturism related to aviation, Search w/ DocFetcher Pro and searching surplus material while in the library
3. Oct 22, 2021 Jason Cochran is working on getting a static IP address for ANRL
4. Oct 23, 2021 Met Erich Schuttauf (AANR Executive Director) while at Nude-A-Palooza
5. Oct 24, 2021 David Foote back at the Cove @4449
6. Oct 26, 2021 Board Meeting - Code of Conduct
7. Oct 27, 2021 Dave Foote departed to CA
8. Oct 29, 2021 Updated Projects Pages ~25 projects
9. Oct 29, 2021 Sent note to Volunteers asking them to read Projects page
10. Nov 02, 2021 Request Spectrum Static IP
11. Nov 02, 2021 12 new Website users, 5 to go
12. Nov 02, 2021 GW Sync: 45 pages @ 50 pg/hr 2250 files of 15,000 files... 6-days, est 1/ month remaining
13. Nov 13, 2021 Gave Elton Access to ALA w/ UserID & Password
14. Nov 15, 2021 Dee Kopesky visited ANRL and reviewed Newsletter procedures
15. Nov 17, 2021 Release of ANRL V-News 2021\_01\_01
16. Nov 19, 2021 Julieanna Frost, Ph.D. requested info on Edith Church for her research. I sent MP3 and PDF from Who's Who. Julieanna is now a member of ANRL.
17. Nov 20, 2021 Bookmarks added to [anrl.org/hot](http://anrl.org/hot)
18. Nov 20, 2021 moved Foreign JPG from NAS to external hard disc
19. Nov 20, 2021 Olaf Danielson offered to send old issues of Orient Beach News
20. Nov 22, 2021 Steve Mann retrieved MP4s from 5 YouTube video Interviews and I wrote them to NAS
21. Nov 22, 2021 sent request to Board: Please send info on Teams.. Only Jim responded
22. Nov 15, 2021 Noah Siler asked for info on Calyptus Grove I found info, sent it, and now Noah is a member of ANRL.
23. Dec 12, 2021 Sam Michael donated videos: wrote them to dropbox and GaryN will update Database and NAS
24. Jan 05, 2022 sent email to members: "The attached PDF file is the Agenda and Reports for ANRL's Jan 15, 2022 Membership meeting. Please read this and attend the meeting if you can. This meeting will be on ZOOM and an invitation will be sent prior to the meeting".
25. Jan 14, 2022 sent email to members

26.

1. ANRL is starting a project to scan our large collection of photographs which are now stored in Photo Albums. We have a new volunteer who is planing to work from home to do this. Questions we have are:
2. How to label the photos when all we have are photos, many w/o names, location, or dates?
3. What kind of information about the photos would be useful for researchers?
4. Jan 25, 2022 Meeting with Rick Marchessault - starting Photo Archiving project
5. Jan 27, 2022 Working with Wayne Burke from Lake Como to get Yahoo Naturist groups email into the Digital Archives
6. Jan 29, 2022 Working on adding Universal Naturist Symbol into the Wikipedia naturism article w/ Dave Foote
7. Jan 31, 2022 Sent 5 copies of Barthel's NUDE LIFE to Mark Storey
8. Feb 01, 2022 Delivered V-News 2022 02 Issue 01
9. ~Feb 1, 2022 **\$185 for Form 990 ?????????? What was that**
10. Feb 08, 2022 Meeting w/ Albert Gilewicz ANRL Education Foundation
11. Feb 14, 2022 Missing \$25 sent to ?? PayPal from Patrick Walker - Where is it?
12. Feb 15, 2022 Dues Re-Up email sent to OverDue members
13. Feb 18, 2022 NAS\_DS218 Repaired and is now on-line after installation of new circuit board
14. Feb 26, 2022 Install Juniper Networks SRX300 Firewall - Steps #1 & #2 Complete
15. Feb 04, 2022 Met Albert J Gilewicz. New President of AANR Education Foundation - discussed Digitizing Techniques
16. Feb 07, 2022 Meet Claudette Richards @ ANRL
17. Feb 14, 2022 Met Dave Miller from Solair - Possible Club Sponsor
18. Feb 27, 2022 Hyper Backup NAS2 -> NAS3 is running after changes to the network
19. Mar 6, 2022 Wrote Membership List to Website
20. Mar 7, 2022 Sent Julian Strange information to Mark Storey
21. Mar 10, 2022 Added a Volunteer Text Block to the Membership List for adding volunteer roles and activities
22. Mar 18, 2022 Sync Complete: NAS2-DS220+ to Patron Kiosk1
23. Mar 23, 2022 Scrubbed the Comments field of the Membership Database and uploaded a new List. This reduces the total page count of the report to 64 pages.
24. Mar 24, 2022 Start to Sync Evernote Notebooks to NAS with Synology Note Station and Synology Note Clipper
25. Mar 23, 2022 Added Membership List to Website (location in secret place, not public)
26. Mar 24, 2022 Removed US Magazine JPG files from NAS to conserve space.
27. Mar 26, 2022 Wrote report to Website: ANRL's Volunteer List This list has no personal information

Motions for the meeting:

1. **Motion by Bob Proctor** Large portion of Digital Archives for LIFE members
- 2.

1. Whereas ANRL's membership is declining,
2. and whereas we are looking for incentives to attract Life members,
3. and whereas the most attractive possession is our Digital Archives,
4. and whereas opening our Digital Archives would be a huge enhancement for patrons to become Life Members,
5. therefore, I move that "Life members have access to a far larger portion of the Digital Archives than we plan to offer to Premium members".
6. **Motion by Bob Proctor** Motions to the ANRL Board of Directors
- 7.
8. Whereas motions by the board should be clearly written,
9. and whereas over the years many motions have been presented in a conversational mode at board meetings,
10. and in many cases it was unclear exactly what was being voted on,
11. and whereas documentation of motions was inaccurate, not what was actually voted on,
12. and whereas clearly written motions require much less work to document,
13. therefore, I move "All motions presented to the ANRL Board for a vote shall be written and available to all Board members prior to the vote and shall be short, succinct, clearly written, and have correct spelling and grammar".
14. **Motion by Bob Proctor** Magazine Naming
- 15.
16. Whereas ANRL's Digital Archives for magazines has over 12,000 titles,
17. and whereas the existing names may be messy, they are what they are,
18. and whereas renaming all 12,000+ files would take a huge effort,
19. therefore, I move that "The scanning department continue using the existing file naming convention and release new PDF files for addition to the Digital Archives on NAS".
20. **Motion by Bob Proctor** Nominating committee for Board Members
- 21.
22. Whereas ANRL staff of officers is understaffed and shorthanded,
23. and whereas several officers plan to step down from their positions,
24. and whereas interim officers may not be interested in serving on the Board,
25. and whereas interim officers may not have any experience of workings of the library,
26. and whereas the most qualified possible board members may not be interested in staff positions (pres, sec, treasurer, etc),
27. therefore, I move that "ANRL form a nomination committee to search for Board Members that extends beyond the conventional President, VP, VP2, Secretary and Treasurer to form the Board of Directors".
28. **Motion by Bob Proctor** Purchase new Patron Kiosk3
- 29.
30. Whereas the Patron Kiosk1 computer now holds the Digital Archives w/o video

files,

31. and whereas the disk size of the Patron Kiosk1 is 1 TB,
32. and whereas the size of the Digital Archives (w/o Video) is approaching 1 TB,
33. and whereas the Patron Kiosk1 is struggling to index files for DocFetcher Pro,
34. and whereas more and more patrons are using DocFetcher Pro,
35. therefore, I move that "ANRL purchase a new powerful Apple 24"Desktop Computer with 2TB of storage and 16 GB of memory and a M1 chip to serve as Patron Kiosk3. Estimated cost for this purchase is around \$2300.
36. **Motion by Bob Proctor** Postpone vote on Premium Membership
- 37.
38. Whereas ANRL is considering a Premium Membership option that involves availability of part of the Digital Archives,
39. and whereas securely sharing part of the Digital Archives relies on having network segmentation working,
40. and whereas network segmentation is not working today,
41. and whereas we don't know when network segmentation will be working,
42. and whereas use of Google Workspace to share files in not working,
43. therefore, I move that we postpone putting Premium Membership in place until we have workable plan for sharing our Digital Archives.

#### Additions to Board Meeting Agenda

1. **New Volunteer Team Reports** including these teams teams: Quality Control, Book reviews, Interviews, Video reviews, technical, and other projects of new volunteers. Reports should include member names and accomplishments. Audio, Books, Consortium, Database, Digital Archives, Finance, General, GW, Interviews, Inventory, Librarian, Membership, Newsletter, Newsletter-ANRL, Photos, QC, Research, Scanning, Team Leader, Tech, V-News, Video, and Website
2. **Benefits:** There is a new Web Page for benefits that details different kinds of membership and membership dues. Please review this page: <https://anrl.org/Benefits>. This should be reviewed and agreed on.
3. The Digital Archive is NAS. NAS is the Digital Archive. There is no need to have both on the agenda
4. For the **finance committee**, I floated the idea that we should move extra funds in a FREE High Yield Savings account which has 0.5% return, rather than keep extra funds in a 0.0% return checking account. This is NOT a checking account. This is still on the table for discussion.
5. Please stop saying the Membership chairman is "interim". There is a membership committee and a membership processing committee. Bud Taylor doesn't come to the library and I don't know his status. Bob Proctor is filling both roles today

#### Research

1. Julieanna Frost, Ph.D. requested info on Edith Church for her research. I sent MP3 and PDF from Who's Who. Julieanna is now a member of ANRL.
2. I found magazines and sent them to Mark Storey to help with his research on articles he is writing.
3. Noah Siler asked for info on Calyptus Grove. I found some articles and sent them to him.

Then he joined ANRL.

4. Found topics related to Sky Farf for Susan Shopiro
5. Working with JoAn Marchese: Shirley Mason and Erich Schuttauf have been gathering documents to support their case in the state park bureaucracy that we want some of the traditionally nude beaches back. I wanted to get the PDF files for NAS but JoAn can not find them in her computers. This project is stalled.

### **Technical Committee: Bob Proctor-Technical Committee**

1. Oct 22, 2021 Jason Cochran setup a static IP address for ANRL. This has an extra cost of ~\$15/mo.
2. Feb 26, 2022 Jason Cochran installed the Juniper Networks SRX300 smart switch/Firewall that Rob Miskimon has donated and sent to us.
3. Jason visited ANRL in late Nov and sketched a wiring diagram of ANRL equipment, in preparation to working with Rob Miskimon to program the smart switch
4. All computers at ANRL are relying on WiFi supplied by the Juniper Networks SRX300 Firewall. NAS is connected via CAT-6.

### **Database: Bob Proctor-**

I continue to update several pages a day. There are too many updates to mention them here. There is an open invitation for volunteers to contribute material to the Website. I'm looking for a way to put a secure document on the Website so that nobody can find it, specifically, the membership list. It's ~80 pages so I don't want to print copies every time there is a change. Not being able to use a Member Only page, I obfuscated the name so almost nobody can find it. **Web Site: Bob Proctor-** The scripts that select records for the Surplus Video list have been adjusted to look at © status and total number of DVDs.

1. Report #1 for DVDs: © Free and Available on a library shelfReport #2 for DVDs: © Free and at least one DVD exists. DVDs can be burned "On Demand". There is no need to backfill extra DVDs.Membership: Added a field for Teams which shows a CheckBox which has 22 team names. (Check as many as needed.)Membership: Added a field for Volunteer Jobs which has a few words on recent accomplishments.Volunteer Status Report: This report shows 41 volunteers and the teams they are on. It compresses and expands as needed to conserve space.Volunteer Status Report: I removed all personal information such as address, phone, email, etc.Backup files of the Database are done every couple weeks and are saved on NAS.

## 2. "\l3

**Digital Archive (NAS) - (NAS2-DS220+ and NAS3-DS218)**

1. NAS2-DS220+ is now in the library
2. NAS3-DS218 is in Bob Proctor's house
3. Volunteers who write files directly to NAS: Gary Nichols, Dee Kopesky, Andrew Walker, Bob Proctor, Dave Foote, Thomas Dildine, Rick Marchessault
4. Feb 18, 2022 NAS\_DS218 (OLD Lightning Zapped NAS) Repaired and is now on-line after installation of new circuit board Total cost was ~\$245
5. Off-loaded foreign magazine JPG (~1 TB) to conserve space. We have a 6TB limit.
6. Off-loaded US magazine JPG (~1.1 TB) to conserve space. We have a 6TB limit.
7. Loaded ~9,000 MOBI files (kindle books) to the archive.
8. Started a sync job that mirrors the Digital Archives to **Google Workspace (GW)**.
9. Volunteers who write files directly to NAS: Gary Nichols, Dee Kopesky, Andrew Walker, Bob Proctor, Dave Foote, Thomas Dildine, Rick Marchessault
10. Mar 18, 2022 Sync Complete: NAS2-DS220+ to Patron Kiosk1 - All previous Digital Archives deleted to make room. Video files are not synced because of their size.
11. Continuous Backup of NAS DS-220+ to NAS3-DS218 is now running

**Patron Kiosk**

**Note:** In the past the Patron Kiosk was referred to as the Patron Computer, but it's not like a normal computer. It is intended to be used to view and search ANRL's Digital Archives. It is not used for word processing, making spreadsheets, accessing ANRL's Database, processing email and working on normal computer tasks. Connection to the Internet is allowed to library staff only to make software updates and sync the archives.

1. Test sync jobs to mirror Google Workspace archives have proven that this can be done, however there is a serious security issue. Dave Foote is working on doing this w/o using an admin account on the Patron Kiosk.
2. Synology Drive Client and Synology Drive Sync Server and now syncing files to the Patron Kiosk.
3. Use of Google Workspace to sync files to Patron Kiosk was discontinued.
4. DocFetcher Pro is working and available to patrons who visit the library. We continue to have indexing problems and believe the computer requirements to index are more than the Patron Kiosk can handle.
5. Dec 01, 2021 DocFetcher Pro can now index and search MOBI books .

**Network Segmentation**

1. ANRL's Juniper Networks SRX300 Firewall is operational but that does not give us network segmentation
2. ANRL is relying on Jason Cochran for this project. There is nobody else at ANRL with expertise in this area.

**Adjusting the Folder structure on NAS**

Note: This is must be done prior to Network Segmentation and sharing archives with premium and Life members.

1. I'm trying to establish Categories for both the hard-copy and digital Archives. This includes various levels of © status.
2.
  1. I want to make reports from the FileMaker Database that can be posted on the web for the categories.
  2. I want to separate the digital archives into different buckets so that different parts of the archives can be shared with different categories of remote premium members, Life members, the Patron kiosk, the other libraries of the consortium.
  3. All Videos DVD and VHS
  4.
    1. Archive 1-copy
    2. Borrowable © Yes
    3. Borrowable © No
    4. Surplus for donation (© No)
  5. Magazines - Paper Copies
  6.
    1. Archive Copies
    2. Bound Copies
  7. Magazines - PDF copies
  8.
    1. © Yes
    2. © No
3. My plan for separating digital copies of Video MP4 and Magazine PDF files on NAS
4.
  9. Keep master directory just like it is now
  10.
    1. Make separate directories for each sharable category
    2.
      1. Populate each separate directory with files but not with a copy of the file, use a soft link to the file. This will save space as a link is small, ~100 bytes or less while a file may be hundreds of MBs.
    3. How to create a symbolic link to a folder on a Synology NAS? <https://bit.ly/2XA53iq> This was thought to be easy but there is something that's causing it not to work.

## Common Catalog Project

Work was done on this project in January, 2022 but now nothing new is being done.

1. NEFRL Archives

2.

1. Copy Magazine ODS to /Users/rproctor/Dropbox-ANRL/Dropbox/ANRL-PROJECTS/Common\_Catalog
2.
  1. Convert to CSV and load into FileMaker (has lots of conversion errors...)
  3. Copy Book List, convert to CSV, load into FileMaker
  4. Audio <https://bit.ly/3EcCwzi>
  5. Video <https://bit.ly/3BacQ4g>

## ANRL V-News

1. V-News #1 was released Nov 17, 2021. It is intended to help new volunteers work and collaborate better together.
2. V-News #2 was release on Feb 1, 2022
3. V-News #3 is now being worked on

## Volunteer Teams

### Consortium

1. I presented DocFetcher Pro to the consortium
2. I explained how ANRL is using Synology Disk Station DS220+ NAS to keep our Digital Archives

### Teams: Info as of Mar 27, 2022

**NOTE1:** Please send info about your team to me and copy all. I'm open for having a ZOOM meeting to review all of this but if everyone replies, we may not need to have a meeting.

**NOTE2:** email requests to team leaders has produced very little information on team members or team accomplishments. What I have here is what I believe to be a fairly accurate snapshot of status of our teams.

#### 1. **Finance** - Team Lead: Jim Sweeney

2.

1. Jim Sweeney
2. Jim Hnatio - 2022 Plans to be treasurer one day??
3. Lee Chinn -Mentioned that he could help with the Finance Committee but we have not heard anything recently
4. Paul, Bob, Dave, Jim (Board Members). Lou has indicated that she is not interested in this.
5. Tom Dildine - -- knows PayPal & Patrimon ??

#### 6. **Newsletter** Team Lead: Dee Kopesky

7.

8. Dee Kopesky is Chairman of the committee and recently been given the task of adding newsletters to the NAS
9. Jim Sweeney - I monitor her activity, scan the newsletters that we receive in paper, process them to PDF, assign names to the file and upload them to the newsletter dropbox.

10. **Technical** Team Lead: Bob Proctor

11.

12. **Anthony Blair** - Programming for Website13. **Jason Cochran** - network build, segmentation

14.

1. 2022 Jason obtained a Static IP address and installed a Juniper Networks SRX300 Firewall. Network Segmentation is next.

2. Jul 03, 2021 Visited ANRL and met Bob & Paul . technical discussion- Network Segmentation - Security - Research etc

15. **Andy Duputel** - Photos & graphics for Website16. **David Foote** -GW Coordination17. **Jim Sweeney** - ANRL Computer Upkeep18. **Rob Miskimon** - Donate and program the smart switch/firewall19. **Bob Proctor** - NAS, Website Content, Database maintenance20. **Clay Best** - May help with Database FileMaker design - Windows user (Admin?)21. **Harrison Dekker - Programming, one-up -**

22.

1. 2022-02-28 Technology guy who will retire soon. No project assigned yet

2. No recent contact - may have more time after his planned retirement

3. **Website** Team Lead: Bob Proctor

4.

23. Andy Duputel 2022 Andy redesigned the Website with WordPress. Good with graphics; designed paragraph separators for Website, graphics for V-News Issue #2; 2021 Andy visited ANRL and met with Bob Proctor

24. Bob Proctor

25. **GW** - Team Lead: Dave Foote (Google Workspace)

26.

27. Dave Foote

28. Bob Proctor - sync NAS with GW (and then GW with Patron Kiosk... Not Working...)

29. **QC** - Team Lead: Dave Foote -- Master QC note: <https://bit.ly/34HI2x6> (This note has replies I received from my question to QC members regarding their status)

30.

31. Patrick Stolt - Helping AANR-NW

32. Robert Walker - Replied Feb 07, 2022

33. 04 Sean King - Replied Feb 07, 2022

34. 08 Michael Thompson - Replied Feb 11, 2022

35.

1. I had completed what Dave called Phase 1 training (See attached email) and then I never heard back from him. I know around that time there

was the trouble with the NAS and then he became sick, so I have been patiently waiting.

36. Steve Holcomb - Replied Feb 10, 2022
37. 13 Rick Szydelko - Replied Mar 24, 2022
38. XX 14?? Brenda Harper (& husband)
39. XX 16 Neil Holmquist
40. XX 17 Frank Gilberti talos521@yahoo.com
41. 21 Richard Weld - Replied Feb 08, 2022 VERY active in QC work: 500+ reviews so far
42. 27 Richard M. Tuten, Esq. - Replied Feb 07, 2022
43. **Books** - Team Lead:??
- 44.
45. Frank Gilberti - reviewing a list of books (including online nudist fiction) for ANRL's newsletter.
46. Gary Nichols - is finding books in the Video Archives adding files to NAS
47. Lou Cook - entering in Database and getting LOC Names
48. Bob Proctor - MOBI; adding files to NAS
49. **Videos** Team Lead: Gary Nichols?
- 50.
51. Gary Nichols - Convert to DVD & MP4, update Database with Notes and Categories, write files to NAS
52. Sean King (Paul's assumption)
53. Mitch Bayerowski review videos for the newsletter. Not added anything to the Digital Archives
54. Steve Mann - Converted YouTube Videos
55. **Scanning** - Team Lead: Mark Silverstein
- 56.
57. Mark Silverstein - Scanning
58. Andrew Walker - Convert JPG to PDF, name files, write files into NAS
59. Rick Szydelko (Paul's assumption??)
60. XX Brenda Harper (Paul's assumption??)
61. Steve Mann - possible OCR & convert to PDF
62. Andrew Blair - Books
63. **Membership** - Team Lead: Bob Proctor
- 64.
65. Bob Proctor - all membership processing
66. Bud Taylor - Still around Mar 22, 2022 Edith Church Project
67. **Interviews** - Team Lead: ??
- 68.

69. Randy Fillmore interviewed Morley Schloss, and is scheduled to interview Ralph Collinson - files go to NAS via Bob Proctor
70. **Photos** Team Lead: Rick Marchessault
- 71.
72. Rick Marchessault - 2022 Actively scanning photos; add metadata, name the file, save files in NAS
73. Laurence M Nuelle - 2021-07-14 Interested in selecting photos and investigating copyrights which could be used for the Website. Has a personal collection and is Interested in using postcard images on the Website.
74. **Research** Team Lead:??
- 75.
76. Bob Proctor - searching archives with DocFetcher Pro for
77. **Audio** Team Lead:??
- 78.
79. Gary Nichols
80. Tom Dildine - Podcast - Naturist Living Show (~50 episodes in NAS)
81. **ANRL's Newsletter** Team Lead: Paul LeValley
- 82.
83. 13 Rick Szydelko offered to publish Newsletter
84. **V-News** Team Lead: Bob Proctor
- 85.
86. Dave Foote
87. **Librarian** Team Lead: ??
- 88.
89. Harold A. Blankley
90. Paul LeValley
91. Edward Waller (no email, no working phone)
92. Lou Cook
93. **Inventory** Team Lead: Lou Cook
- 94.
95. Lou Cook 2022 Organization and Inventory of library material: Books, Videos, Magazines, Calendars, etc. Lou uses FileMaker Database
96. **Database** Team Lead: Bob Proctor
- 97.
98. Bob Proctor Maintenance, report generation,
99. Lou Cook data entry
100. **General** These folks are in limbo, not on any particular team
- 101.
102. Tom Dildine 2022 Collecting Podcasts and writing them to NAS Lots of questions and possible suggestions. Writing to NAS

- 103.Kris Hailbeck
  - 104.Fred Harder
  - 105.Neil Holmquist
  - 106.Zane H Johnston
  - 107.Sean King
  - 108.Paul LeValley
  - 109.Patrick F Stolt
  - 110.Harlan A Taylor - retired from membership processing
  - 111.Patrick F Wilson - Outreach or Communications ?
  - 112.Daniel Goldstein
  - 113.**Consortium**
  - 114.
  - 115.Dave Foote - Common Catalog Project
  - 116.Paul LeValley
  - 117.Bob Proctor
  - 118.Patrick F Stolt - May be working with AANR-NW
  - 119.**Digital Archives** Team Lead: Bob proctor
  - 120.
  - 121.Bob Proctor - General
  - 122.Andrew Blair
  - 123.Rob Miskimon
  - 124.Gary Nichols - Videos
  - 125.Rick Marchessault - Photos
  - 126.Dee Kopesky - Newsletters
  - 127.Andrew Walker - Magazines
  - 128.Tom Dildine - Podcasts
- 1.

## **Membership: Bob Proctor (interim)**

### **Membership Stat and Information**

(103) All Active Members		(055) Go To Membership	
Total Mbr Records	374	Prefer Email	250
Total Members	451	Prefer Us Mail	27
Total Volunteers	49	No Email	49
Total Inactive Members	118	Unverified email	4

Total Pd Up Members	39	
Tot: Due Paying Members	149	
Total Over Due Members	17	Over Due from 1 to 183 days
Total tardy	7	Over Due more than 183 days
Total: Paid this Year	815	

Note: Volunteers include family members

Total Paid up Members include volunteers

Total Member records is w/o, retired or deceased

1. Wrote a new report that includes 41 Volunteers. This report shows their Team membership and a few words on their accomplishments. This report, without personal information, has been posted to the Website
2. Wrote an updated membership report with membership information and posted it to the Website in a secret location where only selected individuals have access.
3. New members this period: 11
4. Tardy and overdue members: ~24
5. Sent membership renewal notices members around the first of each month. Many have responded.
6. Published material to Facebook Group
7. Published tweets on Twitter