

**Minutes**

**Prepared July 2, 1993**

**by Patty Rowuin**

**1993 Annual Board Meeting of Collective Communication, Inc**

The meeting was held at Roger Eaton's apartment, 807 N. Hyperion, the evening of June 28, 1993. Chairing the meeting was Roger Eaton, President, Patty Rowuin, Secretary, and Treasurer, Christina Cuevas. Attending were board members:

Ronald van Ammers

Leigh Baker

Tim Gordon

Al Marston (left early due to  
a family emergency)

Jean Shmitka

Joe Simpson (was unable to  
attend)

Also attending were contracting programmers John Crane and Kent Kanouse, and Suzanne Prussian who has accepted the position of bookkeeper.



The 1992 minutes were approved with a minor amendment. They read 1991 instead of 1992.

Christina Cuevas gave the Treasurer's Report. Christina explained the 1992 Income Statement. The 1992 Calendar year finances were as follows:

**Income budget:** \$25,000                      **Actual:** \$26,077

**Outgo**                      36,000                      32,929

a. Equipment	<b>budget</b> \$ 5,000	<b>Actual</b>	0
b. Crane Consulting	30,000		32,696
c. Miscellaneous	1,000		234

The 1993 expenditures as of May 31, 1993 are as follows:

\$12,920 to Crane Consulting

4,487 to Kent Kanouse

3,425 for computer related (486)

1,201 printing & miscellaneous



This left a balance of \$1637 as of June 28, 1993. The income as of June 28, 1993 was \$16,589.

It was suggested by **Leigh Baker**, that we change our board meetings to the first Tuesday in February in order to adopt a Fiscal year. The Budget would be prepared in January then presented at the board meeting. This motion was carried unanimous. Treasurer's report was accepted by the board. Christina Cuevas resigned as Treasurer.

President's report was given by Roger Eaton who then chaired the meeting through out the rest of the agenda. He explained the progress that MixNet had within that year. Roger seem to be more negative about the advancement that had occurred, while the rest of the board member's were impressed at what they saw.

John Crane gave a demonstration of MixNet. The 2400 baud was demonstrated first. Everyone agreed that the 2400 looked usable and should be left as it was. It was pointed out that it would be a waste of time and money to invest heavily into 2400 baud. Then John went ahead and demonstrated the 9600 baud. Further development and priorities should focus on this software. One question that was brought up to John, was if this system could be used with a mouse? John replied that as of now it could not.



## **General Discussion and Decision**

Questions were brought forth regarding the MixNet package and how it was going to be marketed. Roger suggested that we focus on the ecumenical hubs which would include **USC School of Religion and Journalism**. This newsletter would open doors for us throughout the religious community and expose us to other groups of people within the religious world. Roger also suggested that we donate the software to areas in Los Angeles which would otherwise be ignored in a study like this. Patty suggested that we donate old computers to youth centers in South Central and East Los Angeles, with the help of the board members and their connections we can collect communication from areas that would normally be ignored. It was further suggested that those with the knowledge of computers train individuals.

The number one priority of Mixnet software will be the development and use as a BBS with emphasis on Internet connectivity.

The proposed 1993 calendar year budget is \$47,000.

- A. CRANE CONSULTING BUDGETED \$32,000**
- B. KENT KANOUSE BUDGET \$9,000**
- C. EQUIPMENT BUDGET \$4,000**
- D. MAILINGS BUDGET \$2,000**





The 1993 calendar year budget was voted on and accepted by the board members.

The election was put as a single question and carried unanimously, the new board members are:

**ROGER EATON, PRESIDENT AND TREASURER**

**PATTY ROWUIN, SECRETARY**

**BOARD MEMBERS:**

**RONALD VAN AMMERS**

**LEIGH BAKER**

**CHRISTINA CUEVAS**

**TIM GORDON**

**AL MARSTON**

**JEAN SHMITKA**

**JOE SIMPSON**



CCI Balance Sheet  
As of 12/31/93

CDI OMM-All Accounts  
12/31/93

Acct	12/31/93 Balance
<hr/>	
ASSETS	
Cash and Bank Accounts	
Bank of America	0.00
Cash	0.00
Sec Pacific Bnk	0.00
Western Fdl Bnk	1,437.92
	<hr/>
Total Cash and Bank Accounts	1,437.92
Other Assets	
Acct Receivable	0.00
Capital Equipmt	4,686.86
	<hr/>
Total Other Assets	4,686.86
TOTAL ASSETS	6,124.78
	=====
LIABILITIES & EQUITY	
LIABILITIES	
Other Liabilities	
Acct Payable	0.00
	<hr/>
Total Other Liabilities	0.00
TOTAL LIABILITIES	0.00
EQUITY	6,124.78
	<hr/>
TOTAL LIABILITIES & EQUITY	6,124.78
	=====

CCI Balance Sheet  
As of 1/ 1/93

COLLCOMM-All Accounts  
12/31/93

Page 1

Acct	1/ 1/93 Balance
-----	
ASSETS	
Cash and Bank Accounts	
Bank of America	0.00
Cash	0.00
Sec Pacific Bnk	7,650.97
Western Fdl Bnk	0.00
-----	
Total Cash and Bank Accounts	7,650.97
Other Assets	
Acct Receivable	0.00
Capital Equipmt	0.00
-----	
Total Other Assets	0.00
-----	
TOTAL ASSETS	7,650.97
=====	
LIABILITIES & EQUITY	
LIABILITIES	
Other Liabilities	
Acct Payable	0.00
-----	
Total Other Liabilities	0.00
-----	
TOTAL LIABILITIES	0.00
EQUITY	
	7,650.97
-----	
TOTAL LIABILITIES & EQUITY	7,650.97
=====	

CCI Profit & Loss Statement  
1/ 1/93 Through 12/31/93

CCI OMM-All Accounts  
12/31/93

Page 1

Category Description	1/ 1/93- 12/31/93
INCOME/EXPENSE	
INCOME	
Other Income	47.86
Public Support	42,301.18
TOTAL INCOME	42,349.04
EXPENSES	
Bank Charge	46.50
Legal & Prof. Fees	50.00
Office Expenses:	
Equipment	4,299.01
Printing	909.59
Software	793.08
Supplies	85.91
Total Office Expenses	6,087.59
Other Fees	17.00
Subscriptions/Dues	349.00
Wages & Job Credits	42,012.00
Expenses - Other	0.00
TOTAL EXPENSES	48,562.09
TOTAL INCOME/EXPENSE	-6,213.05

CCI Cash Flow Report *w/ Balance Forward*  
 1/ 1/93 Through 12/31/93

COLLCOMM-All Accounts  
 12/31/93

Page

Category Description	1/ 1/93- 12/31/93
<hr/>	
INFLOWS	
Other Income	47.86
Public Support	42,301.18
Bal Fwd-Acct Receivable	0.00
Bal Fwd-Bank of America	594.15
Bal Fwd-Capital Equipmt	4,686.86
Bal Fwd-Cash	0.00
Bal Fwd-Sec Pacific Bnk	5,674.99
Bal Fwd-Western Fdl Bnk	1,381.83
	<hr/>
TOTAL INFLOWS	54,686.87
OUTFLOWS	
Bank Charge	46.50
Legal & Prof. Fees	50.00
Office Expenses:	
Equipment	4,299.01
Printing	909.59
Software	793.08
Supplies	85.91
	<hr/>
Total Office Expenses	6,087.59
Other Fees	17.00
Subscriptions/Dues	349.00
Wages & Job Credits	42,012.00
Outflows - Other	0.00
Bal Fwd-Acct Payable	0.00
	<hr/>
TOTAL OUTFLOWS	48,562.09
OVERALL TOTAL	<hr/> 6,124.78 <hr/> =====

CDI Cash Flow Report  
1/ 1/93 Through 12/31/93

COI OMM-All Accounts  
12/31/93

Page 1

Category Description	1/ 1/93- 12/31/93
INFLOWS	
Other Income	47.86
Public Support	42,301.18
<hr style="border-top: 1px dashed black;"/>	
TOTAL INFLOWS	42,349.04
OUTFLOWS	
Bank Charge	46.50
Legal & Prof. Fees	50.00
Office Expenses:	
Equipment	4,299.01
Printing	909.59
Software	793.08
Supplies	85.91
<hr style="border-top: 1px dashed black;"/>	
Total Office Expenses	6,087.59
Other Fees	17.00
Subscriptions/Dues	349.00
Wages & Job Credits	42,012.00
Outflows - Other	0.00
<hr style="border-top: 1px dashed black;"/>	
TOTAL OUTFLOWS	48,562.09
<hr style="border-top: 1px dashed black;"/>	
OVERALL TOTAL	-6,213.05
	=====

CCI Transaction Report  
1/ 1/93 Through 12/31/93

COLLCOMM-All Accounts  
12/31/93

Page

Date	Acct	Num	Description	Memo	Category	Dir	Amount
<u>Acct Payable</u>							
1/ 1	Acct Pay		Opening Balance		[Acct Payable]		0.00
Total Acct Payable							0.00
<u>Acct Receivable</u>							
1/ 1	Acct Rec		Opening Balance		[Acct Receivable]		0.00
Total Acct Receivable							0.00
<u>Bank of America</u>							
1/ 1	Bank of		Opening Balance		[Bank of Americ	X	0.00
4/20	Bank of	1112	Crane Consulting		Wages	X	-700.00
4/21	Bank of	1113	Kent Kanouse	Inv R9301	Wages	X	-490.00
4/23	Bank of		Transfer from Se	B of A boug	[Bank of Americ	X	1,975.98
4/27	Bank of	1114	Kent Kanouse	inv R9302	Wages	X	-140.00
4/27	Bank of	1115	Crane Consulting		Wages	X	-700.00
4/29	Bank of		Service Charge		Bank Charge	X	-10.00
4/30	Bank of		Interest Earned		Other Inc	X	0.21
5/ 2	Bank of	1116	Crane Consulting	adv	Wages	X	-700.00
5/ 3	Bank of		Donation		Support	X	1,500.00
5/ 4	Bank of	1117	Kent Kanouse	Inv R9303	Wages	X	-315.00
5/ 4	Bank of		Donation		Support	X	1,000.00
5/11	Bank of	1124	Crane Consulting	INV 1203	Wages	X	-700.00
5/16	Bank of	1125	C A N	CA Assoc No	Subscriptions	X	-45.00
5/24	Bank of		Donation		Support	X	3,137.61
5/26	Bank of	1126	Melcast Litho	Printing Bu	Offices:Printing	X	-1,095.85
5/27	Bank of	1118	Kent Kanouse	Inv R9304	Wages	X	-542.50
5/28	Bank of		Service Charge		Bank Charge	X	-10.00
5/28	Bank of		Interest Earned		Other Inc	X	1.36
5/29	Bank of	1119	Crane Consulting	Inv 1204	Wages	X	-1,912.00
6/ 4	Bank of		Donation		Support	X	3,059.85
6/ 7	Bank of	1120	Kent Kanouse	Inv R9305	Wages	X	-315.00
6/ 8	Bank of	1121	Crane Consulting	Inv 1205	Wages	X	-1,050.00
6/14	Bank of	1122	Crane Consulting	adv	Wages	X	-700.00
6/21	Bank of	1123	Kent Kanouse	Inv R9306	Wages	X	-612.50
6/22	Bank of		Donation		Support	X	1,000.00
6/29	Bank of	1129	Kent Kanouse	Inv 9307 Fa	Wages	X	-240.00
6/30	Bank of		Service Charge		Bank Charge	X	-10.00
6/30	Bank of		Interest Earned		Other Inc	X	2.24
7/30	Bank of		Service Charge		Bank Charge	X	-9.00
7/30	Bank of		Interest Earned		Other Inc	X	1.43
8/ 9	Bank of	6701	Cash	Transfer to	[Bank of Americ	X	-1,381.83
Total Bank of America							0.00
<u>Capital Equipmt</u>							



CCI Transaction Report  
1/ 1/93 Through 12/31/93

COL JMM-All Accounts  
12/31/93

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Date	Acct	Num	Description	Memo	Category	Clr	Amount
1/ 1	Capital		Opening Balance		[Capital Equipm		0.00
1/23	Capital		486 Computer		[Capital Equipm		3,042.86
3/ 8	Capital		Colorado Tape Dr		[Capital Equipm		355.00
8/28	Capital		Panasonic Printe		[Capital Equipm		589.00
12/31	Capital		386 Senco Comput		[Capital Equipm		700.00
Total Capital Equipmt							4,686.86
Cash							
1/ 1	Cash		Opening Balance		[Cash]		0.00
1/17	Cash		Donation		Support		89.00
1/17	Cash		Boardwatch Magaz	2 yr Subscr	Subscriptions		-89.00
1/30	Cash		Donation		Support		3,042.86
1/30	Cash		Magitek	486 Compute	Office:Equipmen		-3,042.86
3/ 8	Cash		Donation		Support		382.51
3/ 8	Cash		Magitek	Colorado Ta	Office:Equipmen		-382.51
7/ 1	Cash		Donation		Support		1,400.00
7/ 1	Cash	0	Crane Consulting	Inv 1206 &	Wages		-1,400.00
8/13	Cash		Donation		Support		45.45
8/ 3	Cash		Quicken		Office:Software		-45.45
8/19	Cash		Donation		Support		107.00
8/19	Cash		ANSI		Office:Software		-107.00
10/29	Cash		Donation		Support		11.91
10/29	Cash		Century Office S	Report Cove	Office:Supplies		-11.91
11/10	Cash		Donation		Support		54.11
11/10	Cash		Software Etc	Dos True Ty	Office:Software		-54.11
11/17	Cash		Donation		Support		108.24
11/17	Cash		Software Etc	Windows 3.1	Office:Software		-108.24
12/28	Cash		Donation		Support		362.64
12/28	Cash		Vortex Technolog	UULINK	Office:Software		-362.64
Total Cash							0.00
Sec Pacific Bnk							
1/ 1	Sec Paci		Opening Balance		[Sec Pacific Bn	X	7,650.97
1/ 1	Sec Paci					X	0.00
1/ 7	Sec Paci	1094	Crane Consulting	inv 1193	Wages	X	-1,050.00
1/19	Sec Paci	1095	Crane Consulting	advance	Wages	X	-1,050.00
1/26	Sec Paci	1096	Crane Consulting	inv 1194 wi	Wages	X	-700.00
1/29	Sec Paci		Interest Earned		Other Inc	X	7.89
2/ 9	Sec Paci	1097	Crane Consulting		Wages	X	-1,050.00
2/23	Sec Paci	1098	Crane Consulting		Wages	X	-1,400.00
2/26	Sec Paci		Donation		Support	X	7,500.00
2/ 3	Sec Paci		Interest Earned		Other Inc	X	5.10
3/ 1	Sec Paci	1099	Kent Kanouse		Wages	X	-1,000.00
3/ 2	Sec Paci	1100	Crane Consulting		Wages	X	-700.00
3/ 9	Sec Paci	1101	Crane Consulting		Wages	X	-700.00
3/16	Sec Paci	1102	Crane Consulting		Wages	X	-700.00
3/18	Sec Paci	1103	Kent Kanouse		Wages	X	-1,300.00
3/18	Sec Paci	1104	Kent Kanouse		Wages	X	-700.00

DCI Transaction Report  
1/ 1/93 Through 12/31/93

COLLCOMM-All Accounts  
12/31/93

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Date	Acct	Num	Description	Memo	Category	Clr	Amount
3/30	Sec Paci	1109	Crane Consulting		Wages	X	-1,400.00
3/31	Sec Paci		Interest Earned		Other Inc	X	9.53
4/ 5	Sec Paci	1108	Henry Ramirez	Tax Consult	L&P Fees	X	-50.00
4/ 6	Sec Paci	1110	Crane Consulting		Wages	X	-700.00
4/13	Sec Paci	1111	Crane Consulting		Wages	X	-700.00
4/22	Sec Paci		Interest Earned		Other Inc	X	2.49
4/23	Sec Paci		Transfer to Bank	E of A boug	[Sec Pacific Bn	X	-1,975.98
Total Sec Pacific Bnk							0.00
Western Fd1 Bnk							
1/ 1	Western		Opening Balance		[Western Fd1 Bn	X	0.00
7/ 7	Western		Donation		Support	X	100.00
7/ 8	Western		Donation		Support	X	900.00
7/ 8	Western	93	Kent Kanouse		Wages	X	-145.00
7/13	Western		Donation		Support	X	2,800.00
7/13	Western	94	Crane Consulting	Inv 1208	Wages	X	-700.00
7/20	Western	95	Crane Consulting	Inv 1208	Wages	X	-700.00
7/20	Western	96	Crane Consulting	Inv 1209	Wages	X	-700.00
7/20	Western		Interest Earned		Other Inc	X	1.14
8/ 3	Western	97	Crane Consulting	Inv 1210	Wages	X	-1,400.00
8/ 4	Western		Donation		Support	X	700.00
8/13	Western	0	Deluxe check		Office:Printing	X	-13.74
8/13	Western		Service Charge		Bank Charge	X	-0.75
8/17	Western	101	Crane Consulting	Adv	Wages	X	-1,400.00
8/20	Western		Donation		Support	X	5,000.00
8/20	Western		Cash	Transfer of	[Western Fd1 Bn	X	1,381.83
8/20	Western		Interest Earned		Other Inc	X	2.66
8/21	Western	102	Magictek	Microsoft-m	Office:Equipmen	X	-64.65
8/24	Western	103	Crane Consulting	Inv 1212	Wages	X	-700.00
8/28	Western	105	John Crane	Panasonic P	Office:Equipmen	X	-637.59
9/ 6	Western	106	Secretary of Sta	Ann1 Ca Fil	Other Fees	X	-5.00
9/ 6	Western	107	Crane Consulting	adv	Wages	X	-1,400.00
9/14	Western	108	Crane Consulting	Inv 1213	Wages	X	-700.00
9/18	Western	109	Egghead	Turbo C++	Office:Software	X	-86.54
9/20	Western		Service Charge		Bank Charge	X	-1.75
9/20	Western		Interest Earned		Other Inc	X	4.81
9/21	Western	110	Crane Consulting	Inv 1214	Wages	X	-750.00
9/24	Western		Melcast	Partial Ref	Office:Printing	X	200.00
9/30	Western		Donation		Support	X	2,000.00
10/ 5	Western	111	Crane Consulting	inv 1215	Wages	X	-750.00
10/10	Western	113	First Congregati	CLC-	Other Fees	X	-12.00
10/12	Western	114	Crane Consulting	inv 1216	Wages	X	-750.00
10/19	Western	116	Crane Consulting	Inv 1217	Wages	X	-800.00
10/19	Western	117	Crane Consulting	Inv 1217	Wages	X	-150.00
10/20	Western		Service Charge		Bank Charge	X	-1.25
10/20	Western		Interest Earned		Other Inc	X	2.95
10/21	Western		Donation		Support	X	1,000.00
10/25	Western	118	Crane Consulting	adv	Wages	X	-750.00
10/31	Western	119	Discover Softwar	SDI/ Toner	Office:Software	X	-29.10
10/31	Western	120	Pinnacle Publish	Subscriptio	Subscriptions	X	-119.00

CCI Transaction Report  
 1/ 1/93 Through 12/31/93

COI JMM-All Accounts  
 12/31/93

Date	Acct	Num	Description	Memo	Category	Clr	Amount
11/ 2	Western	121	Crane Consulting	inv 1218	Wages	X	-375.00
11/ 2	Western	122	Crane Consulting	inv 1218	Wages	X	-375.00
11/ 9	Western	123	Staples	Folders/Rpt	Office:Supplies	X	-74.00
11/ 9	Western	124	Crane Consulting	inv 1219	Wages	X	-750.00
11/12	Western	125	Los Angeles Busi		Subscriptions	X	-96.00
11/12	Western		Donation		Support	X	4,000.00
11/16	Western	126	S Crane Consulting	inv 1220	--SPLIT--	X	-927.40
11/19	Western		Service Charge		Bank Charge	X	-2.25
11/19	Western		Interest Earned		Other Inc	X	2.10
11/22	Western	127	Crane Consulting	adv	Wages	X	-750.00
11/30	Western	128	Crane Consulting	inv 1221	Wages	X	-750.00
12/ 7	Western	129	Crane Consulting	inv 1222	Wages	X	-744.00
12/10	Western		Donation		Support	X	3,000.00
12/13	Western	130	Crane Consulting	375 adv 375	Wages	X	-750.00
12/20	Western		Service Charge		Bank Charge	X	-1.50
12/20	Western		Interest Earned		Other Inc	X	2.93
12/22	Western	132	Crane Consulting	Inv 1223	Wages	X	-375.00
12/22	Western	133	Crane Consulting	inv 1223	Wages	X	-375.00
12/28	Western	134	Crane Consulting	inv 1224	Wages	X	-750.00
12/30	Western		Interest Earned		Other Inc	X	1.02
Total Western Fd1 Bnk							1,437.92
OVERALL TOTAL							6,124.78
							=====

