



## Budget Report

### IT-Computing

Date	Item	\$	Balance
01-Jan-2022	Opening Balance		\$1000.00
<b>1st Quarter 2022</b>			
	8 Port Switch	\$59.95	\$940.05
	Cat 6 Network Cable (incl freight)	\$62.80	\$877.25
<b>2nd Quarter 2022</b>			
NIL EXPENDITURE			
<b>3rd Quarter 2022</b>			
<b>4th Quarter 2022</b>			

### IT ACTIONS

- Investigated options for Ecommerce and prepared discussion paper for Publications Group in consultation with Web Master.
- On-going discussion with Mel & Glenn re IT requirements for Annual Conference 2022.
- Created Gmail accounts for Librarian, Sandgate Group, Orientation, Maintenance, Committee x3 – as requested by President.
- Installed colour printer in Blue Room (PC-08) – donation from Maree & Ken.
- Performed regular backup and maintenance in Blue Room.

### FUTURE ACTIONS

- Need to continue discussions about IT requirements for Annual Conference 2022 & Ecommerce.

Clive Maddocks  
Computing (IT) Officer  
3 July 2022