SHARP'S CEMETERY PRE-MEETING AGENDA

FEBRUARY 11, 2013

1. **EXCEL SPREAD SHEET** PROPOSAL
   A.   REVIEW PAMELA'S PROPOSAL AND EXAMPLE LAYOUT

2. **FILEMAKER DATA BASE** SOFTWARE PROPOSAL
   A.   REVIEW JERRY'S PROPOSAL AND EXAMBPLES OF RECORD LAYOUT

3. DISCUSS PROS AND CONS OF **MICROSOFT**'S **EXCEL** VERSES **FILEMAKER DATA BASE**
   A.   DETERMINE BEST SOFTWARE DATA STORAGE SYSTEM FOR CEMETERY

4. **COMMUTER SCIENCE MAJOR** COMMUNITY PROJECT FOR DEVELOPMENT AND DATA ENTRY
   A.   DISCUSS WITH LOCAL COLLEGES OR UNIVERSITIES FOR ACCEPTING PROJECT

5. **RECORD LAYOUT**
   A.   DETERMINE RECORD LAYOUT STRUCTURE

6. DETERMINE TOTAL **DATA CONTENT** FOR RECORD LAYOUT

7. **DATA MANAGEMENT** **RECOMMENDATIONS** TO BE PRESENTED AT REGULAR MEETING.
   A.   CONTENT AND PRESENTER

8. **ADDITIONAL RECOMMENDATIONS**