

**From:** Michael Drzyzga **Sent:** Wed, Apr 08, 2015 5:58 PM **To:** Wayne Laessig; Gus Sininger; Gus Sininger; JP Macissac; Larry Fletcher; Bill Petrie; Gus Sininger; Phil Diehl; [busch791@tampabay.rr.com](mailto:busch791@tampabay.rr.com) **Cc:** Ralph Lefarth **Subj:** RE: AC-119: Data-Storage & Archive Ext. USB HDs

Gentlemen: Attached is a one-page summary/suggested-action-document, regarding the very near future use of the SIX ext USB HDs the Association owns. Please fill-in/add to/suggest improvements as this is my Rev.0 start Late thoughts: forgot to add that Historian should be a keeper of one of these. Also, Gus' image files should be stored here as well. We can talk Tue - or you can reply with comments/ideas. Thanks Mike

AC-119 Assoc Data Storage/Archive Process/Procedure I hope you can follow me on this - we can talk about it next Tue  
Three original Seagate HDs:

**No. 1.** I rec'd this from JP & it is re-partitioned into ½ PC & ½ MAC. All JP's data is on both partitions (Critical 1st completed).

**No. 2.** I rec'd this from JP it was formatted as a MAC only disk. It is now reformatted for a PC (NTFS) & contains all of JP's data, PLUS a folder "SecretaryDrzyzga" containing: Teleconf minutes, agendas & sound files; Life Certificate PhotoShop Files; & Newsletters/Flashes files.

**No. 3.** JP has this one & is "in process" of converting data on it to a PC format.

As we develop a process/procedure to utilize the three above, & the three new 3TB hard drives, I would like to maintain my forward motion on the current process of collecting our data. Hopefully, a reasonably workable procedure to update ALL HDs will become apparent.

The three new ext-HDs are pre-formatted in NTFS system & Win 7 will recognize the HDs as soon as they are plugged into a USB2 or USB3 port. I am renaming these HD's volume name with a unique id, such as "AC-119\_No4\_3TSeagate". When you open My Computer & see the list of drives on the PC, our extHDs are easily id'ed. Also, there are stick-on-labels on each HD to also show their unique ID.

On a PC with USB3.0 ports, it takes about 6 hrs. to copy all of the current data (about 1TB) from one drive to a new one. I am now copying the contents of HD No. 2 to the three new HD (No. 4,5,6.). Should be completed by April 10.

What next? I think that Ev has a major stash of image files from: 1) previous reunions, & 2) 119ers (like me) who provided all their personal VN pictures, AND videos other than what JP created. Therefore, I suggest:

A. that I send HDs No, 4, 5, & 6 to Ev. Ev could then add "folders" to each of these populated with all the Association related data.

- 1) Ev keeps No. 4 for his continued archive of new data
- 2) Ev sends No. 5 to Bill Petrie for use as current Web & Firing Circle resources.
- 3) No. 6 is **shipped quickly to the IT Committee** to help with the new Web site.

HOW YOU WE KEEP these HDs "synchronized" so that they all get updated somewhat equivalently? Reunion task? (Somewhat) Painfully submitted Mike Drzyzga 4/8/2015



#### **DISCUSSION: Is it OVERKILL to have all 6 have EVERYTHING on them?**

1. Secretary: ALL Data Primary
2. Web Administrator: ALL Data Backup, but primarily focused on Web Backup
3. Reunion Computer: FaceBook, Graphics, Videos-CDs-DVDs, History Book Backup
4. Quatermaster: Graphics, Videos-CDs-DVDs,
5. Database Administrator: Database Backup
6. Historian: AC-119 & Association documents
  - a. Orders, awards, letters, citations, articles, pictures, etc
  - b. Association minutes, presentations, policies, By-Laws

#### **Who needs one to fulfill their function & why:**

- |  |  |
|--|--|
| 1. Web administrator (previously Webmaster)        | = Access to any pictures, documents, graphics for web  |
| 2. Database Administrator (previously MCL Manager) | = Access to all documents related to contact or personnel info (including old orders, awards, etc) |
| 3. Quartermaster                                   | = graphics   |
| 4. Secretary                                       | = all contact info & lists, Association info (Board & Reunion Meeting presentations & minutes)     |
| 5. Awards & Decs Administrator                     | = all documents related to orders or awards  |
| 6. History   | = all documents of historical value to AC-119 history  |

#### **What's needed to get them all loaded the same?**

1. #1 Will Mike load Secretary/Drzyzga Folder to HD 1? Then to who?
2. #2 Mike has now – keep?
3. #3 JP has now – keep? How get Ev & Mike's data loaded HD 3? How get Ev's data onto HDs 1, 2, & 3?
4. #4 Ev loads & keeps for his continued archive of new data
5. #5 Ev loads & sends to Bill Petrie for use as current Web & Firing Circle resources.
6. #6 Ev loads & **sends to IT Committee** to help with the new Web site – then to Database Administrator?