



# Key Bulletin

HIGH PERFORMANCE INFORMATION SOLUTIONS

## Annual Fall User Meetings to Offer Online Viewing

Annual Fall User Meetings are right around the corner. Here are the dates to put on your calendar.

**Tuesday, November 1** – City/Town User Meeting, South at the Seasons Lodge in Nashville, Indiana

**Wednesday, November 2** – City/Town User Meeting, North at the Honeywell Center in Wabash, Indiana

**Friday, November 11** - Keystone School User Meeting, at Boyce Systems in Daleville, Indiana

### Inside this issue:

- In the Loop with Mike Galliher
- Boyce Mail Letter Module
- New Boyce Systems Team Members
- Gateway Classes Prove Helpful
- Holiday Schedule
- Hardware Upgrades
- Webinar Support on the Horizon

## Best Wishes From Boyce to ILMCT and All Other Retirees

To those listed here and all we may not know about, may your new endeavors be both fun and fulfilling. Thank you for your service to your communities and schools. It has been a pleasure working with you, as a customer or at conference events.

- Maxine Baker, Lagro
- Ruth Ellen Bland, Logansport
- Dwayne Bontrager, Topeka
- Ginger Brown, Brookston
- Jayne Deckard, Princeton
- Jennie DePaolo, Garrett
- Tatsy Hayes, Hudson
- Retha Hicks, Winona Lake
- Sally Nusbaum, Middlebury
- Debbie Ottinger, Lebanon
- Michele Robinson, Monon
- June Ryle, Greensburg
- Ron Szafarczyk, Griffith
- Elaine Wellman, Washington

## Boyce Mail Service Grows

As the number of Boyce Mail Users grows each year we can see a swell of interest in engaging in a high efficiency vendor service for normally tedious and time-consuming tasks. Our Boyce Mail service eliminates the need to print, tear, sort billing cards, while adding the additional benefit of sealed letter privacy for your utility customer. Enclosing a return envelope also provides the incentive to return payment.

Are you already offering billing letters? Boyce Mail eliminates the printing, folding, stuffing and sorting. It reduces wear and tear on your printer and removes the need for the purchase and maintenance of folder/inserters.

We have received several positive testimonials about this service. One customer, medium sized with about 3600 bills per month shared with us a detailed cost accounting that proved a savings of over \$200.00 per month. And their utility customers seem to appreciate the easy-to-read bill and return envelope.

For more information about our Boyce Mail Service email [sales@boycesystems.com](mailto:sales@boycesystems.com).

## Upcoming Events:

- Oct 9-11 IACT Annual Conference, JW Marriott Hotel, Indianapolis IN
- Nov 1 Keystone City/Town User Meeting South, Seasons Lodge, Nashville, IN
- Nov 2 Keystone City/Town User Meeting North, Honeywell Center, Wabash, IN
- Nov 3 Komputrol School Corporation User Meeting, Honeywell Center, Wabash, IN
- Nov 10 Komputrol School Corporation User Meeting, Primo West, Indianapolis IN
- Nov 11 Keystone School Corporation User Meeting, Boyce Systems, Daleville, IN

## Are Critical Information Emails Being Blocked from Your Inbox?

Keystone has been sending informational emails quite regularly lately. With the current state requirement changes, email is the fastest, most efficient way of letting you know about updates and other changes. Because our blast may contain over 200 emails, your system may recognize it as spam. Please make sure we have your correct, most current email address and that your tech department has boycesystems.com white listed or approved for receipt. We want to prevent critical information from landing in the Trash! Help us be of service by allowing our email communication. Contact [support@boycesystems.com](mailto:support@boycesystems.com) for help.



FOR CITY, TOWN & UTILITY INFORMATION STREAMS

In the Loop with the Boyce Systems CEO

Michael B. Galliher, CEO  
Boyce Systems



Hello All,

Every four years our City/Town market goes through a transition and January 2012 will begin that time. We say goodbye to some very special people who have been great customers and in many cases, good friends. Over the years they have worked hard for the communities that they love. These fine folks are listed on page one. We wish them, and any others we may have missed, all the best!

Along with the goodbyes, we look forward to building a new relationship with and will work hard for the new folks. It is always an interesting and busy year-end, year-beginning for us. We will again offer new clerk-treasurer workshops for those needing a crash course in using our software. Our helpdesk phone lines will be available for day-to-day questions. One-to-one training, either onsite or here at our facility, will also be offered. Historically we have seen as much as 30%-40% turnover. For those of you who have opposition in this fall election, we wish you a great win!

Do you ever feel extremely busy, but you are not sure of what you have to show for it? It has been that kind of year. The State of Indiana has thrown all of us, customers and vendors alike, some challenging changes, like the Gateway project. I do wish to thank our staff, along with Sarah Ancel, Deputy Commissioner from DLGF, for a great job on the Gateway workshops here at Boyce. I received some very nice comments regarding the training sessions.

Through this and more, our developers and support staff have done a great job. We are continuing with current product enhancements and Key-Fund testing. I look forward to seeing many of you soon at our Annual User Meetings. Have a great rest of the summer and year.

Mike

Webinar Technology Brings Video Assistance for Year End

In addition to the location-based user meetings, this year we will offer the sessions recorded live then posted on our website. With travel budgets shrinking it may be difficult for some to reap the benefits of this annual offering of information and year end instruction.

Also, with this being an election year, whether through retirement or election results, some who attend the user meetings in the fall will not be the ones responsible for year end duties in January. The group of retirees alone this year will surely be missed as part of our Keystone family.

We are working toward a fully live webinar presentation in the future; however, this year we intend to provide the recordings, so we can reach as many of our customers as possible. It will also be a useful tool for attendees who choose to review the information after they return.

Each session will be available on our new Keystone customer login site. Your Keystone account login and password, which we will assign by email, will give access to the videos. If we do not have your email address or web address, please call the helpdesk or email [support@boycesystems.com](mailto:support@boycesystems.com).

Questions and clarifications of the information presented can also be emailed to [support@boycesystems.com](mailto:support@boycesystems.com) and a customer support rep will respond as soon as possible.

All sessions will be posted on our website by December 1 so year-end assistance will be at your finger tips.

**Holiday Schedule:**

Boyce / Keystone / Komputrol Offices will be closed in observance of the following holidays.

- Sept 5 – Labor Day
- Nov 24 – Thanksgiving Day
- Nov 25 – Day after Thanksgiving
- Dec 23 – Christmas Eve Afternoon Observance
- Dec 26 – Christmas Day Observance
- Jan 2 – New Years Day Observance
- May 28—Memorial Day Observance
- July 4—Independence Day Observance

Komputrol Adds Dianne Swift and Laura Morris

Komputrol has hired two new employees whose primary focus is the imminent web-based school financial package. Intense review and testing is taking place as the release of the new software looms on the horizon.



Dianne Swift attended Harrison College and received an Associate Degree in Business Management. She acquired her CSTE – Certified Software Test Engineer Certification in 2008 and was employed at Ontario Systems for twelve years. She has experience in application support, quality control analysis, and management of a quality control department.

Dianne and her husband Mike reside in Muncie, IN with a clear focus on family. They have 4 children and seven grandchildren including two brand new twin boys. Although she enjoys reading and golf, spending time with the grandchildren is always a high priority.

Also bringing years of Quality Control Analysis and Product Testing experience is Laura Morris.



Laura received an Associate of Science Degree in Computer Technology at Purdue University, Anderson Campus in 1999. In 2001 she then earned a Bachelor of Science Degree in Organizational Leadership and Supervision. Laura has been employed as a Media Specialist, Application Consultant and Senior Quality Control Analyst.

Laura and her husband Matt have two young sons and a dog. They currently reside in Anderson, IN but favor spending the summer weekends and vacations at their family lake house in northern Indiana.

Gateway Training Sessions Prove Invaluable

Four scheduled training sessions for Key-Budget - Gateway interface took place this July. Keystone has been determined to provide the best possible way to aid our customers with complying with new state requirements concerning Gateway.


Over 150 attendees participated in training on how to set up account numbers, and upload Form 1s and Form 2s directly from Key-Budget to Gateway.

Sarah Ancel, Deputy Commissioner from DLGF, graciously attended all four sessions. She presented a demonstration of Gateway and answered any and all questions concerning the new process.

After detailed testing and trial uploads, working closely with the DLGF, we have a good understanding of the process and have had repeated successful uploads.

Although Key-Budget has for several years been able to file an electronic CTAR, we will also be working the SBoA on the new guidelines and requirements for filing the CTAR through Gateway.

As an Indiana-based software vendor specializing in governmental accounting, our focus continues to be service to you by providing compliance with state requirements.

**REMINDER: Please contact our Support Staff before upgrading your hardware or network. We will assist you with system requirements.**  us.

