

## Bay Area Genealogical Society Board Meeting Minutes (Corrected) Monday, July 19, 2004

There were fourteen people attending the meeting: Leo Waltz, Linda Goerland, Leona Cook, Jeanine Lawrence, Neil Miserendino, Doug Wilson, Polly Wilson, Ron Cox, Mary Martin, Barbara Stanley, Claudia Grafton, Resa Hennings, Lee Jared (Hospitality Chairman), and Dick Warren.

President Neil Miserendino called the meeting to order at 4:40 p.m.

Jeanine Lawrence read Psalm 117 and led us in a prayer.

Mary Martin read portions of the minutes that need to be amended. Dick Warren moved that we accept the minutes as amended, and Doug Wilson seconded the motion. All were in favor; the motion carried. The following corrections and additions listed:

1. The spelling of Jeff Newford in the third paragraph was corrected. His name should be spelled Jeff **Newpher**.
2. Under Committee Reports #2, Shirley Lindquist, the name of the librarian, Linda Wayne should be spelled Linda **Wang**.
3. Under Committee Reports #2, the paragraph should read: **"Shirley Lindquist, Corresponding Secretary, reported that she attended the Grand Opening of the Freeman Library. She and Claudia Grafton thoroughly enjoyed their tour. There are computer stations located throughout each library section, in addition to a second floor computer lab that houses 20 computers and will be offering classes this summer. Stephen Horton is in charge of classes in the Freeman Computer Department. Claudia Grafton thought that BAGS members should get our names on the waiting list at Freeman as soon and as often as possible. Shirley and Claudia talked with Linda Wayne, 2nd floor Librarian, about Displays. Linda suggested the possibility of a major Lobby Display once a year (preferably during "Genealogy Month"). We would also be allowed to place BAGS information pamphlets on the 1st floor "Public Service" table. The 2nd floor offers 11" X 17" displays, that are available for public and local announcements, on a "first come - first serve" basis and must be changed out monthly. Dick Warren suggested that maybe we could display Page 1 of the BAGS Newsletter once a month. Shirley sent a "Get Well" card to Betty Ratcliff, and a sympathy card to Doreen Brubaker, who lost her husband."**
4. Under Committee Reports #7, the paragraph should read: **"Claudia Grafton, Newsletter Editor, apologized for the mistake in Junes Newsletter. She printed the wrong deadline date for Doug Wilson's Scrapbooking Class. The correct deadline date is June 26th and not June 16th, as printed. Members were notified of the mistake and correction. Claudia will bring colored versions of the newsletters to the next couple of meetings, so members can compare the black and white printed version with the colored online version. July 3rd is the deadline for the next newsletter."**

Linda Goerland gave the Treasurer's Report. The Balance Forward on July 19, 2004 was \$1,807.44. The Income was \$160.35: Membership Dues were \$40.00; Scrapbook Registration was \$120.00; and there was a correction to the June Treasurer's Report. Check #274 was for \$15.15 instead of \$15.50. The Expenses were: \$286.54: Reimburse Neil Miserendino for State Tax Overpayment \$110.10; UBC Cups and Coffee \$7.65; Reimburse Dick Warren for copies at Kinkos \$7.79; June Speaker, Emily Croom \$20.00; Scrapbook Class at M & M

Creations \$120.00; and Copy Dr. Invoice #51388 \$21.00. This left a Balance On Hand of \$1,681.35 less \$300.00 for the Reserve Fund left a Balance of \$1,381.25. Dick Warren moved that we accept the Treasurer's Report. Leona Cook seconded the motion. All were in favor of the motion. The motion carried.

### OLD BUSINESS:

1. Claudia Grafton announced that she and Nancy Erle (Irle) are going to the Angelina Conference in Lufkin, TX on July 22, 23, and 24.
2. The Federation of Genealogical Societies will hold its annual meeting in Austin, TX September 8 to 11. We passed out a flyer about the conference. July 26, 2004 is the deadline for registration. Your letter must be postmarked by this date or e-mailed by this date. The cost is \$159.00. If postmarked after July 26, 2004, the cost is \$189.00. Your registration may be submitted online at [www.fgs.org](http://www.fgs.org). You may also mail in your registration by using the registration form found on Page 15 of the "Legends Live Forever" Conference Bulletin.
3. Dick Warren talked about preparations for the August Meeting. It will be a Pot Luck Dinner; bring your favorite dish. We will need tables for layout; Dick needs help organizing the food. Barbara Stanley volunteered to help Lee Jared who is the new Hospitality Chairman. Dick Warren will speak to Jeanine or the church staff about cups, plates, and other items. Neil Miserendino will have Dick Warren talk about the August meeting at the General Meeting.
4. The newsletter count needs to be done in a timely manner. Ron Cox said that he gets the new members who join at the meetings in the database within 24 hours. We need to make two copies of the Renewal Form. Give checks to the Registrar and no one else so they don't get lost somewhere. If a new member paid by cash, he or she gets a receipt. If a new member paid by check, their check is their receipt, but they can have one written if they desire it. Neil stated, "At the latest, the count of the number of newsletter copies to print shall be supplied by the Registrar two weeks before the last Sunday of the month. For the months remaining in 2004, the count shall be provided on August 15, September 12, October 17, November 28 (14), and December 12."
5. Neil stated, "After the July meeting the 2003-2004 membership is 'frozen'. This means we save the membership roster." (This will be the new membership list.) We will start membership renewals at the August meeting (**should this be August??**). We had discussion about which month is better to do the renewals, July, August, or September. Jeanine Lawrence read from the "Handbook" that renewals are due at the September meeting. Ron Cox, Registrar, will not be at the August meeting because he will be out of town.
6. Claudia Grafton said that all decisions concerning the Freeman Library need to be made by October. Dick Warren suggested that we use Page 1 of the "Newsletter" for display at the Freeman Library. We need to find out which month is "Genealogy Month". We need to display some items from the B.A.G.S. Library. We can rotate the magazines that we have. Claudia Grafton said that Plexiglas would cover the display. Claudia thought that Shirley Lindquist would change our displays. Doug Wilson said that the Freeman Library has 100 computers. Neil Miserendino said he would volunteer to do a computer class. It was suggested that we could have an article in the "Quarterly" about members who are well versed in particular subjects. We could add this question to next year's forms; do you have a special expertise in any particular subjects, and are you available to help?
7. Barbara Stanley, librarian, will call the Church Library to see when it is open. She will do an inventory of what our society has. The issue of storage keeps coming up. The lateral file in the Great Room will have an empty drawer if we combine things. We could put out genealogy things in this drawer. Leona Cook asked if we had approached the La Porte Library or the Seabrook Library to see if they want some of our things. La Porte has an especially good genealogy section. We want our things closer to us than the Clayton Library. We will bring this subject up again next month.

## NEW BUSINESS:

1. **The committee chairmen and officers need to submit a budget. Also, include a summary from this year's expenses. They need to add any information or suggestions learned from this year to their notebooks.**
2. We need to have the transition from old officers to new officers on the agenda. Neil Miserendino needs to come up with a list of positions that have not been officially filled. Jeanine Lawrence said that sometimes they have had an extra board meeting in September to help with the transition. Ron Cox, Registrar, will be out of town August 30 to September 15. Loren and Mary Martin, Recording Secretary, will be out of town September 11 to September 22.
3. Neil stated, "While the 'Quarterly' is currently being done by one person, next year we will have several people work on the 'Quarterly'. I can envision the duties as possibly having an Editor, one or more proofreaders, one person to solicit articles, one or more typists and a layout person." The "Quarterly" will be on the agenda. Neil Miserendino will be announcing something at the General Meeting about the "Quarterly". Resa Hennings said that Gail Wittich might be interested in being the editor. Barbara Stanley said that she would be glad the **(to)** proof read the "Quarterly". Articles in quarterlies are usually about the local area, but out **(our)** members are from all over the country, so we have some that aren't always local articles.
4. Mic Barnett's column has not appeared in the Chronicle for the last five weeks.
5. Doug Wilson said that there is a new law in Virginia that will limit genealogical research. Polly Wilson said that Virginia has a wealth of genealogical information.

## COMMITTEE REPORTS:

1. Doug and Polly Wilson, Member Services Chairmen, did a new pamphlet for the society. Some suggestions were made to improve the pamphlet: (1) the logo needs to be higher so it can be seen when it is in a rack with other pamphlets (2) "The" should come off because it is just Bay Area Genealogical Society (3) send e-mail corrections to Doug. It was a very nice looking pamphlet. Doug thought that we could do a series of scrapbooking work sessions to help each other and have fellowship. We need to see when people would like to do it.
2. Jeanine Lawrence, Meeting Room Chairman, talked about the December meeting. Christmas is on Saturday. One person would come to a meeting on December 26 the day after Christmas; the rest of the Board didn't want to do this. Jeanine said that the church is booked with something every Sunday in December. Jeanine will see what is available. The June Attendance was 15 at the Board Meeting (14 members and 1 visitor). The Society Meeting has 79 attending (71 members and 8 visitors). At the June meeting four Website Lists were sold for a total of two dollars. The money was given to the treasurer. **The July and August General Meetings will be held in the Chapel instead of the Great Room.**
3. Leona Cook, Publicity Chairman, asked for a larger article and picture for the July speaker because she is a local person. This should be out Wednesday. **(The Citizen Newspaper comes out on Wednesday. - addition courtesy of Jeanine Lawrence)** The Clear Lake East paper and the Clear Lake West paper have a deadline on the 15<sup>th</sup> of the month. Gloria Dupuy will do Publicity next month because Leona will be out of town.
4. Linda Goerland, Treasurer, wants to do a list of how to be the treasurer. Linda wants to have an audit of her books when she leaves. Neil Miserendino suggested about the last day of August or after the August meeting. We need to have a non-board member to do the audit. Neil Miserendino will announce this at the General Meeting.
5. Leo Waltz, Webmaster, has been working on a Quarterly Table of Contents for the Website. He had included all of the quarterlies except for about three of them. Jeanine Lawrence made a motion to put the Quarterly Table of Contents on the Website; Linda Goerland seconded the motion. Everyone was in favor of the motion; motion passed.

6. Dick Warren, Second Vice-President and Program Chairman, asked if we could see if there is an open (**opening**) on December 12 and December 19, the two Sundays before Christmas, to do the December program. Neil Miserendino suggested that we try December 18 to see what a Saturday attendance would be like if we ever thought about changing the day of the General Meetings. Barbara Stanley wasn't sure if December would be a very good month to test a different day for the General Meeting. Dick has programs set aside for all but one or two months of the coming year. Possible speakers are: (1) Gail Workman (2) Marje Harris and Robert de Berardinis to do a question and answer session like this past year (3) Wolfram M. Von-Maszewski (4) Gay Carter, we haven't had her for a while and (5) Don Pusch. He is thinking about the theme "Finding Aids When I Hit the Brick Wall".
7. Resa Hennings, First Vice-President and Quarterly Editor, reported that she has not finished the June Quarterly. She said that both the June and September Quarterlies will be out by September. Right now, she has plenty of articles, but she can always use more. Ron Cox is doing research on a cemetery in East Texas for his wife's family, and he wondered if this could be used in our Quarterly. Resa thought that it would be good. Dick Warren suggested that we could do an article about Texas records that will be lost if we don't microfilm them. Heather Campbell, League City Library Librarian, has done an article and is working on another about League City.
8. Claudia Grafton, Newsletter Editor, said that the newsletter is out. The University Baptist Church Administrator, Jeff Newpher, had his name misspelled. It was suggested that she could write a correction in the next Newsletter. Claudia said that the article by Mic Barnett was done at the very last minute. His articles have not been in the Chronicle for the last month. Neil Miserendino will make an announcement about this at the General Meeting on Sunday. **The deadline for the next newsletter is August 7.** Barbara Stanley said that she would take the blame for the work (**word**) patronymics in the newsletter. She showed us the male form (patronymics) and the female form (matronymics).
9. Mary Martin, County Coordinator, reported that the next bus trip to the Clayton Library would be on Tuesday, August 17, 2004. There will be a sign-up sheet at the General Meeting. She plans to do an interest sign-up for libraries other than the Clayton Library. The next found (**round**) of choices for bus dates will be sometime in September.
10. Linda Goerland asked if we send a list of members anywhere for anything. The response was not so far.

Neil Miserendino adjourned the meeting at 6:15 p.m.

Respectfully submitted,

*Mary Leonard Martin*

Mary Leonard Martin  
Recording Secretary