

## Bay Area Genealogical Society Board Meeting Minutes

### Monday, June 20, 2005 - Corrected

President Ron Cox called the meeting to order at 4:30 p.m. Sixteen people attended the meeting: Jackie Wittschen, Rose Mary Fritz, Lee Jared, Carole Varnado, Jeanine Lawrence, Ron Cox, Dick Warren, Alice Braud-Jones, Mary Martin, Neil Miserendino, Doug Wilson, Claudia Grafton, Leo Waltz, Resa Hennings, Susie Ganch, and Loren Martin.

Jeanine Lawrence, Meeting Room Chairman, read from Psalms 86:1-10 and led us in a prayer.

Ron Cox suggested that we accept the minutes as prepared and sent out by e-mail by Mary Martin, Recording Secretary. Alice Braud-Jones made a motion to accept the minutes; Doug Wilson seconded the motion. Everyone was in favor of the motion.

Resa Hennings, Treasurer, gave her report. The Balance Forward on June 20, 2005 was \$2,496.03. The Income from Membership Dues was \$45.00. The Expenses were: Food Service \$11.80, May Speaker \$20.00, Newsletter Copies \$31.97 for a Total of \$63.77. The Balance on Hand was \$2,477.26. Dick Warren made a motion to accept the Treasurer's Report as given. Doug Wilson seconded the motion. Everyone was in favor of the motion.

Jeanine Lawrence, Meeting Room Chairman, said that we had 16 people at the May Board Meeting. There were 67 people at the May Society Meeting (59 members and 8 visitors). From the sale of items, Jeanine collected \$3.40 for Web Sites Lists; \$2.00 from Everton Magazines; and \$1.30 from Mary's forms for a Total of \$6.70 to be turned in to the Treasurer.

### COMMITTEE REPORTS:

1. Rose Mary Fritz, Registrar, reported that we have three new members, Kathleen Mack (*Maca*) whose occupation is a writer, and Joe and Dorsey Kastetter who are renewal members. We might gain more new members from visitors if the membership applications were placed next to where the visitors sign-in instead of at the registrar's table. The application for membership could be added to the New Member Packets. Alice Braud-Jones suggested that we could give a cost incentive to join. Neil Miserendino said that they get all of the back Quarterlies and Newsletters for the year when they join. Ron asked what it said about this in the By-Laws. Rose Mary asked Doug about making a slight revision to the surnames on the Application Forms.
2. Carole Varnado, Historian, reported that she is working on the next installment.
3. Neil Miserendino, E-mail Chairman, reported that he had updated the text on the "Yearbook". He has added a new topic, the Harris County Archives. On Saturday, July 9, 2005 at 10:00 a.m., there will be a training session for people who would like to work on getting the "Houston Post" ready to be filmed by the Clayton Library. Neil will call Paul (*Paula*) Sinning who lives in Friendswood to see if some people are interested in going. Neil would like to carpool with people from the Clear Lake area. Neil Miserendino, Claudia Grafton, and Resa Hennings are going to the training for sure. Neil will call Sandy Scott from the Clayton Library Friends to see if anyone is interested.

Rose Mary Fritz said that the "Houston Post" and the "Houston Chronicle" have been filmed, and they are at the University of Houston at Clear Lake. Rose Mary does not know if this is complete. She said that it is not indexed at U of H at Clear Lake. Neil will prepare an announcement. Dick Warren said that this is an indexing project. There will probably be another training session during the week.

4. Newsletter Staff, Claudia Grafton and Doug Wilson, reported that the "Newsletter" is mailed and e-mailed. Next month, they will assemble pictures of the officers. The slate of new officer candidates will be presented at the June Society Meeting. We will vote for new officers at the July Society Meeting. The new officers will be sworn in at the September Society Meeting. Claudia said that she has approached three people to replace her as the Editor of the Newsletter. Doug will meet with them to talk about what they need to do. Barbara Stanley, Proof-reader for the Newsletter, is on vacation. Claudia does not know if Tammy Frey will stay on staff as the person who does the Five Generation Charts. Claudia will give Shirley Lindquist, Nominating Committee Chairman, a Newsletter Editor Job Description. Claudia wants Doug to have the final review on the description (*and the person who replaces Claudia*). Tammy Frey trained Claudia with the template for the Newsletter and looking up things on the Internet. Doug said that when they can define the job, they can write the description. They have a good staff. Leo Waltz fine tuned a lot of things when he was on the staff. Claudia said that the people she talked to should get back to her about the middle of June (*August*). Claudia has Kathleen Maca's name (the new member who is a writer) down to contact.
5. Jackie Wittschen, Nominating Committee Member, said that Shirley Lindquist is out of town. Jackie presented the Slate of Officer Candidates for the coming year: President, Loren Martin; First Vice-President, Alice Braud-Jones; Second Vice-President, Dick Warren; Recording Secretary, Mary Martin; Corresponding Secretary, Shirley Lindquist; Treasurer, Resa Hennings; and Registrar, Rose Mary Fritz. Nominations from the floor will be opened when Ron Cox reads the Slate of Officer Candidates. Loren Martin suggested that every committee chairman should train someone new for their job. Loren also suggested that every committee chairman submit a report to the Recording Secretary to keep the corrections down and the names spelled correctly. Leo Waltz said that he is the region direction for an organization and everyone turns in a written report. Jackie Wittschen e-mailed Ron Cox about using evaluation forms for speakers. She had a form from the Friendswood Public Library. They have a speaker each month on Genealogy; this started about three months ago. It is on the third Monday of the month. They have had a woman from the Family History Center speak. They are also planning to have Wolfram Von-Maszewski speak (he is the one who speaks on German Research that we have had a hard time scheduling).
6. Claudia Grafton reported that the organization called "Red Hats" is doing genealogy programs in July and August. They are also going to the Clayton Library. Nancy Irle, a member our Society, is a member of this organization.
7. Alice Braud-Jones thinks that our society should join the Federation of Genealogical Societies (FGS) which meets once a year. She also thinks that we should join the American Association of Professional Genealogists (APG). They have a lot of members who are not practicing genealogists. Ron Cox said that there is nothing in the By-Laws about how we belong to other organizations. Who keeps the records on this? The treasurer has a record of the payments made to other organizations. We belonged to

Clayton Library Friends when Carolyn Hellen was president. Frequently the post office box cannot be used as the official address for the organization. **Correction: (*The Post Office Box cannot be the official address for the state of Texas {such as the business registration or Tax forms}*)** We use Dick Warren's address as the official address. Ron Cox suggested that maybe we have a committee look at what organizations we belong to. Dick Warren thinks that FGS and APG are very worth while organizations. Alice said that anyone from our organization could attend their seminars at the member rate if we belong to an organization. *Ron Cox asked that information about two or three organizations be brought to the next meeting with details and how it is administered. The Board will vote on it at the next meeting. Alice will bring this information.* The "Quarterly" is a large expense. Can we afford these other organizations? We made money at the Christmas Party last year.

8. Leo Waltz, Webmaster, asked how much information do we want to put on the website about the new officer candidates?
9. Resa Hennings said to tell the membership that it is at a crisis level about volunteers. At the September meeting, the new officers and the committee chairmen take over. Neil said that not all of the committee chairmen were confirmed when he took over as president. Members were encouraged to read the job descriptions in the By-Laws. Ron Cox asked if we could put updated descriptions on the web page. Loren Martin asked if we are really in a crisis? Ron Cox said that we need new people with fresh ideas. Ron can see burn-out on the Board. Leo Waltz does not think that crises will stop. They are a "normal" part of the Board. We had a crisis when Leo gave up Lay-out Person on the Newsletter; Doug Wilson stepped up and has done a fine job. Doug Wilson said that people are shy about intruding. Alice said that we need someone strong to say that we need you. Loren said that we have a responsibility to get people interested. Doug said that we need to think, what can I say to make them want to do this? He said that we need to "tree shake" and "reach out". Loren said that we need to "fertilize and plant".
10. Dick Warren, Second Vice-President and Program Chairman, said that we will have Marje Harris speak on "Finding Aids – Library Resources as Finding Aids for Genealogists" at the June 26 meeting. In July, we will have Max Blankfield speak on "Family Tree DNA". They have 30,000 people in the data base. He will talk about what we can do with it. DNA helped Dick get over a brick wall. Megan Smolenyak, writer for Ancestry.com about DNA studies. Look at what she has to say on the subject. The August meeting will be the traditional "Show and Tell". It is low key in developing. We need to announce on Sunday that we will have a sign-up sheet at a table for people sign up for committees at the August meeting. Dick has some handouts for HGF (Houston Genealogical Forum) Seminars for this fall. Ron Cox asked how the July DNA program fits in with other DNA program. It is the male DNA for surname. It is mitochondrial DNA for females. Dick will start speaker evaluation forms next month.
11. Susie Ganch, "Quarterly" Editor, asked if she can use speaker handouts in the "Quarterly". She needs to have permission from the speaker to do this. She does not have enough member stories. She has two things for September. She needs to have some things by August 1. The June "Quarterly" is pretty well done. She had to work on some of them. *We need to send her things all of the time!* Who will tell her when the Committee Chairmen change? Loren Martin said that he would do this. She asked about putting the memberships that we have on the inside back cover of the "Quarterly". She

will call someone on her staff to proof read. Barbara Stanley, Librarian, is on vacation with her sister this month. Claudia Grafton said that she has done what she has to do. We do not have a library at this time. Ron Cox asked if we should remove this position? Ron read the job description from the By-Laws; the Librarian does the Five-Generation Charts. Lee Jared, Hospitality Chairman, needs to have her job filled.

### **OLD BUSINESS:**

1. The first thing that the Long-Range Planning Committee needs to do is look at the new organizations to belong to.
2. Ron Cox will handle New Member Services on this coming Sunday night.
3. The By-Laws state that board members who are not active and miss two or three meetings a year are off the Board.

Neil Miserendino will make an announcement about the Harris County Archives.

Loren Martin asked if Rose Mary Fritz could search for member's committee interests on the application forms.

Ron Cox adjourned the meeting.

Respectfully submitted,



Mary Leonard Martin  
Recording Secretary