

## **Bay Area Genealogical Society Board Meeting Minutes – Additions & Corrections Monday, March 26, 2007**

President Loren Martin called the meeting to order at 6:30 p.m. Sixteen members attended the meeting: Loren Martin, Alice Braud-Jones, Mary Martin, Claudia Grafton, Connie Ogden, Shirley Lindquist, Jeanine Lawrence, Rose Mary Fritz, Carole Varnado, Resa Hennings, Tammy Frey, Susie Ganch, Doug Wilson, Dick Warren, Leo Waltz, and Lee Jared.

Jeanine Lawrence read from Isaiah 41 and led us in a prayer.

The minutes were accepted as written and sent out by e-mail.

Resa had a correction to a previous set of minutes: Resa Hennings, Tammy Frey, and Dottie Crabb were the original incorporators when our Society was originally formed. Carolyn Hellen was the head signer. Dick Warren was the registered agent meaning that his address is used as our address because we cannot use a post office box for some items. Dick Warren said that he will remain the registered agent.

Resa Hennings, Treasurer, gave the Treasurer's Report. The Balance Brought Forward on February 28, 2007 was \$7,387.57. The Income was from Member Dues \$295.00; Donations \$50.25; Bettag Seminar Reservations \$1,453.00; Sale of Tote Bags \$380.00; Sale of Publications \$47.75; Beginners Genealogy Class \$80.00; Christmas Dinner Tickets \$50.00; Voided Check Added Back \$15.00 for a Total Income of \$2,371.00. The Expenses were from Quarterly Printing \$220.50; Yearbook Printing \$186.00; Newsletter Printing & Postage \$80.41; Corresponding Secretary Supplies \$7.26; UBC Room Set-up Food Service \$41.50; Miscellaneous Copies \$30.00; Speaker Expense \$34.00; Beginners Genealogy Class \$92.31; and Bettag Registrant Refund \$38.00 for Total Expenses of \$729.98. This left a Balance on Hand of \$9,028.59.

### **OLD BUSINESS:**

1. Resa gave us some figures from the Claire Mire Bettag Seminar. Ms. Bettag's fee was \$800.00. We are going to share expenses and profits with the Clayton Library Friends with a 50-50 split. Ms. Bettag will send Resa a bill for \$1,118.00. Ms. Bettag's meals were \$30.00. The seminar brought in \$4,700.00. We had \$63.00 in donations. The seminar had \$1,500.00 in expenses not including Ms. Bettag's expenses. Ms. Bettag's room charge was \$113.80. There was some discussion about reimbursing the fee to someone who did not attend the seminar. The profit will be around \$2,000.00 after all of the expenses are paid, so we owe the Clayton Library Friends about \$1,000.00.
2. Alice Braud-Jones gave a report on the Claire Mire Bettag Seminar. The CLF/BAGS cosponsored seminar featuring Claire Mire Bettag, was held on Saturday 24 March 2007. There were 106 final registrants after approximately 4 cancellations were processed. Eleven of those who had previously registered did not attend the seminar. Extra lunches were sold as requested, but there were approximately 5 lunches left over. Coffee, tea, and doughnuts were also sold at 50 cents. Coffee and tea were complimentary during the lunch and afternoon sessions. Many door prizes were awarded to recipients, including membership in both BAGS and CLF for one year and a "BAGS" Tote Bag. Excellent comments were received from various attendees complimenting BAGS and Ms. Bettag. Alice reported that Emily Croom was the only vendor that we had at the seminar. Claudia, Resa, and Alice put the folders for the seminar together the night before the seminar. Alice said that she received one complaint because we did not include a map to the University Baptist Church with our registration form. **ACTION:** Leo said that he will put a map on the website.
3. Alice reported that we had 23 people from the boards of Clayton Library Friends and the Bay Area Genealogical Society at the dinner at the Monument Inn near the San Jacinto Monument.

We had a very nice dinner, and Claire Mire Bettag was impressed with the size of the monument. "Things are bigger in Texas."

4. Alice Braud-Jones talked about the "Paver Project" that the Clayton Library is having to help pay for the renovations of the Clayton House. The costs of the pavers are \$250.00 and \$500.00 each depending on the size. The \$500.00 paver is 8" x 8". The first \$500.00 paver has been purchased by the Clayton Library Friends. Alice made a motion that the Bay Area Genealogical Society purchase the second 8" x 8" paver for \$500.00. Dick Warren seconded Alice's motion. Shirley Lindquist asked if we had some other options for our project money in our treasury. There was some discussion. All were in favor of Alice's motion. The motion carried.
5. Resa sent Carolyn Hellen and Roy Hellen each a "BAGS" Tote Bag and the new membership cards along with some other things.
6. Alice talked about doing a seminar in 2008. She said that she would chair it when all of the committee chairmen positions are filled.
7. Dick Warren is still working on the purchase of projector equipment. **ACTION:** Leo will give Dick a phone number of someone who has been researching this type of equipment.
8. Last month, Loren asked us to think about nominating someone from our Society for the Ruth C. Bishop Award given by the Federation of Genealogical Societies. This is an annual event. Each year, we can send in a name to the FGS. The nomination needs to be received by April 17. Loren suggested that our Society nominate Alice Braud-Jones for their Volunteer Hall of Fame. Connie Ogden made a motion that we nominate Alice Braud-Jones for the Ruth C. Bishop Award. Claudia Grafton seconded the motion. All were in favor. The motion passed.
9. Loren asked if we should sell the canned soda and bottled water at the general meeting. **ACTION:** It was decided that the drinks should be brought to the Church, and we will have a basket donation at the meeting.

#### **NEW BUSINESS:**

1. Resa Hennings presented a Budget Report showing expenditures by quarters. It breaks down expenses by quarters showing whether each line item is over or under budget. Most of the line items will even out at the end of the year. We are \$279.88 under budget Year-to-Date. Leo Waltz asked if we need to file an income tax report. We do not have to file an income tax report. Dick Warren said that we need to do a federal form for non-profit organizations.
2. The Clayton Library sent our Society a thank you note for our donation of \$100.00 for the 1930 Census.
3. April 5, the Clayton Library is holding a ground breaking ceremony for the renovations that are being done on the Clayton House at 2:00 p.m. This is an opportunity to see what work has been done on the Clayton House. Some of the wood that has been uncovered in the Clayton House is old growth pine. Refreshments will be served.

#### **COMMITTEE REPORTS:**

1. Alice Braud-Jones reported that for the Claire Mire Bettag Seminar we did not tip Fausto Navarro who is in charge of the room set ups and much more at the University Baptist Church; Alice thinks that we should tip him. He helped with the air-conditioning keeping it at a comfortable temperature, set up the tables, etc. Alice thought that he might like a "BAGS" Tote Bag. Connie Ogden thought that he would probably "cherish" cash more. He had to set up for a 6:00 meeting after our meeting. We gave the Jason's delivery man a \$10.00 tip for delivering the box lunches. They did not charge us a delivery charge because they were delivering them to a church. Alice Braud-Jones made a motion to give Fausto a \$100.00 tip. This will come out of the seminar expenses before the profits are divided with the Clayton Library Friends because it is a cost expense. Tammy Frey seconded the motion. All were in favor. The motion passed. Resa said that BAGS members cannot take pay for what they do because we are a non-profit organization.

2. Mt. Olivet Cemetery Project – Rose Mary Fritz, Doug Wilson, and Alice Braud-Jones met with the director of the Mt. Olivet Cemetery, Gus Hollis. Neil Miserendino was unable to attend because of a back injury. We have permission to transcribe the headstones. Mr. Hollis wants the people identified who are working on this project; they will have to wear badges. **ACTION:** Doug Wilson will make the badges for everyone. This cemetery has never been transcribed. There are five Catholic cemeteries in the Galveston-Houston Diocese. Calvary Cemetery in Galveston and Holy Cross Cemetery in Houston that have not been transcribed to Mr. Hollis' knowledge. About 30% of the Mt. Olivet Cemetery graves do not have headstones. There are about 6,000 people buried there. ***"Neither the cemetery nor the diocese will be responsible for the photographs taken and published by "BAGS".*** We will be able to look at the files later to see how they match with the headstones. Mr. Hollis appreciated our sending the "BAGS Quarterly" to him, and he has enjoyed reading them. We should put the cemetery on the list to receive future quarterlies and invite Mr. Hollis to our meetings. Alice thinks that we should have a training session; we need someone to coordinate it. Alice wants to send an e-mail to our Society about a meeting to get organized. Mt. Olivet Cemetery was begun in the 1950's so the headstones are not very old; the tombstones are in good condition. Doug Wilson took some pictures of the tombstones with his camera, and they were very good pictures. Susie Ganch suggested that we have a meeting before our next general meeting. **ACTION:** Alice will e-mail Neil Miserendino and Betty Leonard to see if they are still interested in working on this project.
3. Shirley Lindquist, Chairman of the Nominating Committee reported that Rene Ball, John Hoover, and Claudia Grafton are on the committee. They have suggested Resa Hennings for President; Alice Braud-Jones for 1<sup>st</sup> Vice-President; 2<sup>nd</sup> Vice-President is open; Ed Harris has been suggested for Treasurer; Recording Secretary is open; Corresponding Secretary is open; and Registrar is open. The committee will meet in the University of Houston Clear Lake cafeteria at 11:45 a.m. on Thursday, March 29, and they hope to have a list of names to contact on Friday. Their next meeting will be in April. The committee needs input before Friday.
4. Shirley Lindquist, Member Services Chairman, reported that the committee has had no activity except for the Hospitality Greeters who are Alice Braud-Jones, Doug Wilson, Connie Ogden, and Shirley Lindquist. These four people will be the greeters again at the general meeting on Friday, March 30. Alice Braud-Jones, Doug Wilson, Leo Waltz, and Shirley Lindequist will schedule a curriculum evaluation meeting for June 2007 to review the existing slides, hand-outs, and the course.
5. Shirley Lindquist, Corresponding Secretary, reported that she sent get well cards to Shirley Robbins who had pneumonia and Rose Mary Fritz who had complications after dental surgery.
6. Jeanine Lawrence, Meeting Room Chairman, reported that we had 14 members at the February board meeting. There were 61 people at the general meeting (51 members and 10 visitors). The Sales Income for February 23, 2007 was: Clear Lake History Map 65 cents; State Booklets Donation \$2.00; Quarterly Sales (from Book Sales) \$1.00; Houston Sites 25 cents, and the Data Base Source Book \$2.00 for Total of \$5.90. The Food Service Request for March 30 is \$12.50 and the Set-Up Fee is \$30.00. Jeanine stated that the Clear Lake History Map has some interesting sites on it.
7. Jeanine Lawrence brought to our attention that we need to set a date for the Holiday Party. She has it tentatively scheduled in the "Chapel" on Friday, December 7 with the Church serving the food. On December 14, the Church has a banquet of 150 people scheduled in the "Chapel" so they cannot serve us. Also, the children will be on the 1<sup>st</sup> and 3<sup>rd</sup> floors for "care night" and in the "Fellowship Hall". We can use the "Great Room", but it will be noisy. Jeanine can try for December 21 which is three days before Christmas. **ACTION:** We decided that we prefer to have the Holiday Party on December 7; Jeanine will confirm this with the Church.
8. Rose Mary Fritz, Registrar, reported that she sent out an update of membership by e-mail. "BAGS" now has 173 members. Our four newest members are: Ernestina C. Forman and her husband Royce G. Forman, Judy Kamman, and Marlene Clark. The new members stem from the Workshop and the Seminar. Alice said that Nancy Rubio wants to join BAGS. We have a

complete set of names from the Bettag Seminar on the application forms. We could create an event data base. We need to keep the information on the forms that is not in the data base. Alice suggested that we make a data base and print labels from it. Neil Miserendino could probably do this. Susie Ganch said that a mailing list is easier to do in "Word" than in "Excel". Resa Hennings said that we could send our post cards for our e-mails for events. Alice said that we could use bulk-mail.

9. Dick Warren reported that Sarah Jackson from the Harris County Archives will give us a review of the Harris County holdings on Friday, March 30<sup>th</sup>. Judy Henderson, a member of BAGS has worked with Ms. Jackson helping on the archives. On April 27<sup>th</sup> Dr. James Hodges will portray "General Sam Houston".
10. Susie Ganch, "Quarterly" Editor, reported that the March "Quarterly" is almost finished. Melody Hauch has sent her an article. A man in Galveston has sent Jeanine an article. Mary Martin reported that Betty Lava has transcribed a diary of her grandfathers; he served for about two years in the "Spanish American War". Mary Martin will type it.
11. Susie Ganch, "BAGS" Tote Bag Chairman, reported that we have 15 bags left. We gave five of them away to Roy Hellen, Carolyn Hellen, Claire Mire Bettag, a door prize for the Bettag Seminar, and a door prize at the "Christmas Party". We have sold 30 of them, so we should have received \$600.00. Susie asked if we should order more of them. Claudia suggested that we buy more of them to sell in the fall if we need them. **ACTION:** We will talk about it at the next board meeting.
12. Doug Wilson, Newsletter Compositor, brought a sheet from Kim Zrubek with some requests on it. (1) She wants pictures and a summary article for the Bettag Seminar to publish in the April Newsletter issue. (2) She would like an article on the Cookbook Project for the Newsletter. (3) Are there any of the board members scheduled for future speaking engagements that should be promoted in the BAGS Newsletter? Just get names and possible dates, and Kim can get the details later. (4) When and what is expected to be published in the Newsletter in support of the board member nominations and elections? (5) If a second newsletter compositor is not identified by October, Kim Zrubek will fill in until a person is identified. (6) Reminder, **submission deadline for the April BAGS Newsletter is Saturday, April 7<sup>th</sup>**. (7) Think about what should be promoted in the BAGS Newsletter that currently is not promoted. **ACTION:** Alice wants a better picture of Claire Mire Bettag. Let Doug know if you are speaking somewhere. We need to publish the candidates for offices when they are known.
13. On Page 13 of "Family Chronicle" Kathleen Shanahan Maca, who is a member of BAGS has an article entitled "Messages from the Dead". "Kathleen Shanahan Maca shows what our ancestors might have been trying to tell us by what they had engraved on their tombstones." This is a magazine that was in the packet from the Claire Mire Bettag Seminar.
14. Claudia Grafton thought that Tina Chapman who is a member of BAGS might train people on how to put on a family reunion. Tina does it for 700 people every year. They do t-shirts and a quilt.
15. Claudia Grafton, Cookbook Chairman, reported that the committee has not had a recent meeting. **ACTION:** They are going to try to approach people in the general meetings. She is going to write a Newsletter article.
16. Connie Ogden, Telephone Committee Chairman, reported that they have been making their phone calls as usual with a good response.
17. Carole Varnado, Historian, has run out of things to say as Historian. **ACTION:** Alice will give her handouts from the Claire Mire Bettag Seminar. Articles can be written about the seminar in the Newsletter and the Quarterly.
18. Leo Waltz, Webmaster, reported that he will be doing updating and will be pulling some old material from the website. He will put the map of the University Baptist Church on the website. His wife, Mary Margaret Carlisle, will be having surgery on Wednesday, March 28 for her shoulder, so he will be busy for awhile. Hal-pc has 43 volunteers. Leo does not have the time to

so some of the things that he would like to do with the website Gary Garrett said that he would be interested in helping with the website.

19. Mary Martin, County Coordinator, reported that on Tuesday, March 6, we had 21 people signed up to go to the Clayton Library, but only 13 of them were able to make the trip. Twenty-two dollars was collected to send to the East Harris County Senior Citizens Bus Program. We have four new trips scheduled to the Clayton Library: Tuesday, April 3; Wednesday, May 30; Monday, July 9; and Wednesday, August 22. This is only the second time that we have had a trip scheduled on a Monday, so we will see how everyone likes it. We have never tried taking a trip on Friday.
20. Resa Hennings, Appointment Advisory Committee, reported that she has not found a Newsletter Compositor. She talked to Annette Bowen, but Annette travels three months out of the year. Some of the Board thought that this might work because there will be two people working on this position.
21. Jeanine Lawrence did some averages on the BAGS attendance. The average attendance of members at the Society meetings is 58 from September 2006 until February 2007. The average attendance for guests is 11 for a total of 69 people attending the meetings. The average attendance at the board meetings is 14; the highest attendance at a board meeting was in September 2006 with 17 members present. The lowest was December 2006 with 10 members present.
22. Shirley Lindquist asked us for nominations for offices if we had any suggestions.
23. Loren said that we have some good workers in our organization. This was especially shown on Saturday at the seminar.
24. We will charge \$5.00 each at the general meeting for the left over folders from the Claire Mire Bettag Seminar.

The meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Mary Leonard Martin  
Recording Secretary