

**Bay Area Genealogical Society
University Baptist Church
Board Meeting Minutes**

Place/Time: 16106 Middlebrook Drive, 6:00 p.m.

DATE: June 23, 2008

Present: President Resa Hennings and Recording Secretary Renee Ball were present. A quorum was achieved with 16 members in attendance: Jeanine Lawrence, Claudia Grafton, Ed Harris, Tammy Frey, Susie Ganch Neil Miserendino, Kathryn Morrow, Lee Jared, Christina Terrell, Ron Cox, Rose Mary Fritz, Loren Martin, Mary Martin, and Connie Ogden.

Opening Prayer: Jeanine Lawrence read: Daniel 4:34,35,37

Agenda

- Treasurer's Report
- Unfinished Business.
- Report of Officers
- New Business.
- Reports of Committee Chairmen.

Minutes – Minutes of the May 27, 2008 meeting will be reviewed and approved by the Board at the July Board meeting.

Treasurer's Report – Attached

**Statement of Net Assets
5/31/08**

Assets

• Total Cash and Bank Accounts	1533.98
• Total Other Assets	<u>5361.89</u>
• Total Assets	<u>6895.87</u>

Liabilities & Equity **20.00**

Equity **6875.87**

Total Liabilities & Equity **6895.87**

Treasurer's Report was approved by the Board.
Preliminary Budget for 2008-2009 – Attached.

Officers Reports:

Program Calendar - Claudia Grafton

- ❖ June 27, 2008 – "What's New at Rosenberg Library" by Casey Greene
- ❖ July 25, 2008 – "Scrapbooking Your Family History" by Carey Hall
- ❖ August 29, 2008 – "Show and Tell" member participation

Registrar – Tammy Frey

Tammy Frey reported that we have a total membership of 180.

Unfinished Business

Cookbook – Paula Sinning

Resa Hennings reported for Paula that the final proof of the Cookbook has been approved and sent in so we will be getting our Cookbooks in 6-8 weeks.

Meeting Dates

Meeting dates for the October General meeting will be the 24th, and November will be the 21st. December will be decided at a later time. The Board meetings will be held October 20, November 17, and December to be decided.

Quarterly – Susie Ganch

A motion was made by Kathryn Morrow and seconded by Renee Ball to add a \$5.00 postage fee to mail the Quarterly to members who do not pick them up at meetings. All in favor 10, abstention 1.

Committee Reports

Scholarship Committee – Kathryn Morrow

Kathryn Morrow presented recommendations to the Board after much brainstorming since January meeting

Dues

A motion was made by Renee Ball to amend Article I Section 3: Dues and Assessments, in the Bylaws to remove the dollar amount from the Bylaws. It was seconded by Kathryn Morrow and passed with the Board unanimously. A ByLaw Committee has been formed, and will be chaired by the First Vice President, Alice Braud-Jones. Susie Ganch and Kathryn Morrow have volunteered to help.

Corresponding Secretary – Lee Jared

Thank you notes were mailed to - Christine Rose 5/20/08, Bruce Lockett and his assistant Barney Anders, 6/5/08. Get Well cards were mailed to Loren Martin, Dick Warren, and Ed Harris. Visitors notes were sent to Bobby Jones, Stewart Coffman, Frances & Fred Foreman, and Candy Tannery.

Telephone – Connie Ogden

The Telephone committee made 33 calls to remind members of the meeting.

County Coordinator – Mary Martin

Seventeen people signed up to go to Clayton Library on June 17th and thirteen actually were able to go. We collected \$23.00 to send to the East Harris County Senior Citizen's program. Our

BAGS Board Meeting

next trip is on Wednesday, July 16th. We have two more trips to the Clayton Library on **Wednesday, August 6th and Tuesday, September 16th**.

Meeting Room – Jeanine Lawrence

April Attendance Report:

Board Meeting -13
General Meeting – 54
Members – 47
Visitors – 7

April Church Expenses:

Room set-up fee	30.00
Food Service	<u>12.95</u>
Total	42.95

Publicity –Christine Terrell

Christine announced that she has listed BAGS in 13 newspapers and has added the next 2 months of meetings in the listings.

The Meeting adjourned at 8:05 p.m.

Submitted by:

Renee Ball
Recording Secretary

Statement of Net Assets

As of 5/31/08

Accounts	5/31/08 Balance
Assets	
Cash and Bank Accounts	
Guaranty Bank	1,533.98
Total Cash and Bank Accounts	1,533.98
Other Assets	
2.23% CD Due 7-26-08	2,520.46
4.10% CD Due 7-28-08	2,500.00
Deposit with UBC	0.00
Inventory of 37 Tote Bags	341.43
Prepaid Expenditures	0.00
Total Other Assets	5,361.89
Total Assets	6,895.87
Liabilities & Equity	
Liabilities	
Other Liabilities	
Advance Sales-Rose Seminar	0.00
Advance Sales-Workshops	0.00
Book Sales Escrowed	0.00
Dues Received For 2008-09	20.00
Total Other Liabilities	20.00
Total Liabilities	20.00
Equity	6,875.87
Total Liabilities & Equity	6,895.87

May 2008 Income Statement

5/1/08 through 5/31/08

Category	5/1/08- 5/31/08
Income/Expenses	
Income	
Donations Received	55.61
Dues Received	20.00
Publication Sales	10.00
Rose Seminar	3,338.34
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Total Income	3,423.95
Expenses	
1st Vice President's Budget	30.00
2nd Vice President's Budget	78.94
Historian:	
Quarterly	323.20
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Total Historian	323.20
Hospitality:	
Food Services	12.95
Meeting Room Set Up	30.00
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Total Hospitality	42.95
Publicity:	
Newsletter	23.04
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Total Publicity	23.04
Rose Seminar Expenses	2,570.60
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Total Expenses	3,068.73
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Total Income/Expenses	355.22

Nine Months Actual vs Budget Summary

9/1/07 through 8/31/08

Category	9/1/07 Actual	- Budget	8/31/08 Diff
Inflows			
Annual Holiday Party	945.00	1,100.00	-155.00
Donations Received	621.04	500.00	121.04
Dues Received	2,336.00	3,800.00	-1,464.00
Genealogy Workshop Income	270.00	460.00	-190.00
Interest Income	20.46	0.00	20.46
Publication Sales	74.58	100.00	-25.42
Rose Seminar	3,338.34	4,925.00	-1,586.66
Tote Bag Sales	100.00	600.00	-500.00
Total Inflows	7,705.42	11,485.00	-3,779.58
Outflows			
Fixed Expenses	0.00	0.00	0.00
Flexible Expenses:			
1st Vice President's Budget	87.00	100.00	-13.00
2nd Vice President's Budget	292.91	620.00	-327.09
Annual Holiday Party Expense	782.97	1,000.00	-217.03
Corresponding Secretary's Budget	18.10	75.00	-56.90
Genealogy Workshop Expense	183.67	297.00	-113.33
Historian:			
5 Generation Charts	0.00	0.00	0.00
Mt. Olivet Project	0.00	0.00	0.00
Quarterly	1,064.62	1,360.00	-295.38
Total Historian	1,064.62	1,360.00	-295.38
Hospitality:			
Food Services	104.85	174.96	-70.11
Meeting Room Set Up	240.00	390.00	-150.00
Total Hospitality	344.85	564.96	-220.11
Member Services Expenses:			
County Coordinator	0.00	30.00	-30.00
New Member Packets	30.30	200.04	-169.74
Yearbook	261.40	200.00	61.40
Total Member Services Expenses	291.70	430.04	-138.34
President's Budget	86.12	100.00	-13.88
Publicity:			
Newsletter	393.26	649.00	-255.74
Photographers	0.00	0.00	0.00
Website Maintenance	16.00	16.00	0.00
Total Publicity	409.26	665.00	-255.74

Nine Months Actual vs Budget Summary

9/1/07 through 8/31/08

Category	9/1/07 Actual	- Budget	8/31/08 Diff
Recording Secretary's Budget	86.06	125.33	-39.27
Registrar's Budget	46.28	75.00	-28.72
Rose Seminar Expenses	2,570.60	3,653.00	-1,082.40
Tote Bags Cost of Sales	46.11	277.00	-230.89
Treasurer's Budget	665.97	680.00	-14.03
tal Flexible Expenses	6,976.22	10,022.33	-3,046.11
itflows - Other	0.00	0.00	0.00
 Outflows	6,976.22	10,022.33	-3,046.11
Inflows/Outflows	729.20	1,462.67	-733.47

BAGS Board Meeting

Num	Rate		YTD Actual	June	July	Aug	Projected Totals	2008-09 Budget	Notes
		Revenue:							
		Seminar	3,338	-	-	-	3,338	-	
		Holiday Party	945	-	-	-	945	-	
		Scholarship donations						750	
		Donations	621	50	50	50	771	700	
		Dues:	2,336	-	-	-	2,336		
84	\$ 25	Single						2,100	\$5 Increase
44	\$ 25	Family						1,100	
		Interest on CD's	20	-	-	40	60	85	
		Publications	75	5	5	5	90	90	
4	\$ 20	Tote bags	100	-	-	-	100	80	
		Workshops	270	-	-	-	270	327	
50	\$ 15	Cookbooks	-	-	-	-	-	750	
		Total Revenue	7,705	55	55	95	7,910	5,982	
		Expenditures:							
		President	86	-	-	-	86	125	
		1st VP	87	-	-	25	112	145	
		2nd VP	293	25	25	-	343	630	
		Corresponding	18	50	-	-	68	80	
		Recording	86	-	-	-	86	85	
		Registrar	46	-	-	-	46	156	
		Treasurer	666	-	-	-	666	750	
		5 Gen Charts	-	-	-	-	-	-	
		Mt. Olivet	-	-	-	-	-	-	
		Quarterly	1,065	-	-	-	1065	1,300	
		Food Service	105	15	15	15	150	220	
		Room Set up	240	30	30	45	345	345	
		County Coordinator	0	2	2	1	5	39	
		New Packets	30	-	-	-	30	50	
		Yearbook	261	-	-	-	261	330	
		Workshops	184	-	-	-	184	213	
		Newsletter	393	-	-	126	519	535	
		Photos	-	-	-	-	-	30	
		Website	16	-	-	-	16	16	
50	\$5.95	Cost of Cookbooks	-	-	-	-	-	298	
4	\$9.22	Cost of Tote bags	46	-	-	-	46	37	
		Cost of Seminar	2571	-	-	-	2,571	-	
		Cost of Holiday Party	783	-	-	-	783	-	
		Scholarship	-	-	-	-	-	750	
		Total Expenditures	6,976	122	72	212	7,382	6,133	
		Net Revenue	729	(67)	(17)	(117)	528	(151)	\$ (516.00)