

Bay Area Genealogical Society Board Meeting Minutes September 21, 2009

In Attendance:

Resa Hennings
Jeanine Lawrence
Neil Miserendino
Alice Braud-Jones
Mary Martin
Loren Martin
Tammy Frey
Lynn Finger
Lewis Jarman
Bill Mayo
Tina Chatham
Melodey Hauch
Claudia Grafton
Eleanor Caldwell

Absent:

Susie Ganch
Shirley Lindquist

President Resa Hennings called the meeting to order at 6:35 p.m. There were 14 members in attendance thus achieving a quorum.

Jeanine Lawrence read from Psalms 18:25-30 and led us in a prayer.

Treasurer's Report:

Tina Chatham, treasurer gave the report.

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| Balance Brought Forward in the checking account | \$2,838.20 |
| Income received during the month (membership renewals) | \$ 580.00 |
| Expenses paid during month | \$ 259.09 |
| Balance on Hand | \$3,159.11 |
| CD Balance | \$5,203.34 |

There was discussion about one line item. **ACTION:** The treasurer will check her records on the Copy Dr. bills and correct any error on the spreadsheet and send out a note explaining any corrected amounts.

The minutes of the August 24th Board Meeting were approved as sent out by e-mail except for one correction. Under #4 under New Business, the word need was changed to needs by Alice Braud-Jones.

The minutes of the March 23rd Board Meeting that were compiled by notes from others were approved as presented by the president.

Unfinished Business:

The Budget for 2009-2010 was discussed. It was discussed changing the budget number from actual numbers for 2008-2009 which was discussed at the last meeting. At present, we don't have a line item for Seminars on the budget; Emily Croom will be a seminar speaker in March. (It was mentioned that BAGS made the most money on the Family Tree Maker Seminar.) We need to keep track of the BAGS Tote Bags that are given to speakers; Susie Ganch has that number which needs to be put under the 2nd Vice-President's Budget line item. The Scholarship Award needs to be added to expenditures. The line item

for the President was discussed and suggested that it be modified to be about 10% - 15% over the actual 2008-2009 expenditure of \$50.00; it was suggested keeping this figure at \$100.00. Otherwise, the budget would need to be later amended if the President would need more money. The line item for Corresponding Secretary needs to have an amount although Lynn has not spent anything this year because Shirley Lindquist (the previous Corresponding Secretary) had supplies left over. There was no budget line item for the "Holiday Party" the intent is for expenses never to exceed receipts. The August meeting is put under the Hospitality Budget line item because we purchase the meat for this meeting. The Scholarship Award needs to be put in the budget because it has an authorized line item of \$250.00. The applications of the people who apply for the award will go to the Recording Secretary; she needs to disguise the applicants, so that the judging committee can be fair in their decision.

In 2008 to keep from going into the red, we went from mailing all of the newsletters to putting them online with an option to receive them by mail. We have charged extra for those who wanted their quarterlies mailed to them. The line items were subdivided into the different officers and committee chairmen to achieve better accountability. We have never been truly in the red, although, it shows it that way on paper at times. The Finance Committee will be appointed by the new president.

Tina had a question about allowing the CDs renew automatically. We need to check and see if the general budget needs any of the money before renewing the CDs for the full amount. Resa recommended looking for a better interest rate if the CD's were renewed for a longer period of time. Loren suggested letting the treasurer shop about for the best interest rate. The President and the Treasurer are authorized signatures on the bank accounts.

Neil suggested that we need to shorten the forms for the cemetery information. We need to establish new teams. We need to have a meeting to get the old teams activated. We need teams to transcribe information and teams to go to the cemetery to retrieve information. **ACTION:** Neil needs to schedule a meeting for training the teams.

Resa reported that the IRS doesn't care how often that we meet; we do not need to tell the IRS if we change the Bylaws to be able to change the number of times that we meet a year. The final copy of the Bylaws will show amendments and changes, and they will be in the *Yearbook*. We will not show before and after modification to the Bylaws used to be in the *Yearbook*. We do not need to notify the State of Texas and the IRS of these changes.

Committee Reports:

1. Lynn Finger, Corresponding Secretary, will send Rose Mary Fritz a card tomorrow; she sent her an e-mail today. Rose Mary has been in the hospital.
2. Jeanine Lawrence, Meeting Room Chairman, reported that we had 13 people at the August Board Meeting. We had 49 people at the August Society Meeting (45 members and 4 visitors). Jeanine did an "Eight Year Report" on attendance. The highest attendance was in January 2009 with 92. The lowest attendance was at the **2008** November Holiday Party with 37. The yearly average attendance was 57 during the 8th year. The average attendance over 8 years was 67; over 7 years was 68; over 6 years was 69. The first four years, we met on Sunday and averaged 72 at a meeting. The second four years, we met on Friday with an overage attendance of 61. We lost an average attendance of 11 people when we changed meeting dates. The September Church Expenses were: Room Set-up \$55.00 and Food Service \$8.75 for a total of \$63.75. We missed having a meeting one year because it fell on Easter Sunday.
3. Mary Martin, County Coordinator, reported that we had 18 people go on the county bus to the Clayton Library on July 8; we collected \$31.00 to send to the East Harris County Senior Citizen's Group. We had 16 people go on the bus to the Clayton Library on August 19; we collected

\$29.00 to send to the East Harris County Senior Citizen's Group. Our next scheduled trip is next week on Tuesday, September 29th. The five new trips that are scheduled are: Wednesday, October 14; Wednesday, November 18; Wednesday, January 20, 2010; Wednesday, February 24, 2010; and Wednesday, March 10, 2010.

4. Tammy Frey, Registrar, reported that we had one new and one returning member this past month. The total membership (including not-yet-renewed) is 194 members. The total number of renewals and new memberships for 2009-2010 to date are 90 members.
5. Claudia Grafton, 2nd Vice-President in Charge of Programs, e-mailed Alecyia Gallaway, President of Galveston County Historical Commission to see if she has any handouts; she will be the speaker for the September meeting. Casey Greene, Librarian at Rosenberg Library will be here. She is thinking about scheduling Emily Croom in February, possibly the third week on Saturday, February 20. She is thinking about holding this seminar in Webster. April 4th is Easter Sunday. Claudia doesn't know who the October speaker is. Susie Ganch has someone scheduled. The "Show and Tell" meeting pictures are on the website.
6. Melodey Hauch, *Quarterly* Editor, said that the *Quarterlies* will be handed out at the September meeting. She needs some articles for the *December Quarterly*.
7. Eleanor Caldwell, Five-Generation Charts Chairman, reported that she has enough charts for all of next year.
8. Jeanine Lawrence, Share a Ride Chairman, reported that Laura Epps needs a ride to meetings. She lives in Pasadena around Edgebrook and Highway 3.
9. Neil Miserendino reported that Susie Ganch is the new *Yearbook* Chairman. Tammy will help her, and Tina has sent her an e-mail.
10. Dick Warren has been our "Registered Agent", so that we can use his address for official mailings from the State of Texas. Every standard corporation in Texas needs this position. Neil Miserendino said that he will accept this position. Resa will fill out the form for Neil.

The meeting was adjourned at 7:45 p.m.

Respectfully submitted,

Mary Leonard Martin

Recording Secretary