

## Board Meeting Minutes for Bay Area Genealogical Society

April 20, 2015

The monthly meeting for Bay Area Genealogical Society's Board convened at 6:40 on Monday, 20 April 2015. Shirley Lindquist, Melodey Hauch, Kim Zrubek, Deborah Gammon, Annette Bowen, Loren Martin, Bob Wegner, Polly Swerdlin and Nick Cimino were in attendance. A quorum was met.

The Board meeting minutes for March were approved as written.

Treasurer, Loren Martin gave the Treasurer's Monthly and Financial Reports. Balance as of March 31, 2015 was \$4,607.61. We have an expense deficit of \$641.00. Expenses are down. We estimated that we would spend more. We don't have 4 Quarterlies to pay for anymore since we have gone to a Journal. We are under budget on the church expenses. We are under budget on speaker fees. We do have \$500.00 budgeted for the July Seminar. Shirley asked about speaker fees and why we are under budget on them. The response was that we have had local speakers and some have been from BAGS organization and not received a fee.

Bob Wegner noted that he had mailed a cook book to a new member in Spring, Texas.

The IRS forms for 2014 have been completed and submitted.

A complete detailed Treasurer's Report will be included with the minutes.

Nick Cimino gave the report for the Educational Programs. The beginning Genealogy Research program by Irene Walters on April 9<sup>th</sup> was well attended with 49 attendees that included Kim, Bob, and Irene Walters. Seven mentors helped attendees that stayed after the presentation. We received ten feedback forms and they were all very positive. The next Beginning Session will be Saturday, May 30 at 2:00 p.m. An overview of Family Search will be presented by Nick.

The German Immigration SIG presented by Bob and Nick was on April 18 and there were 32 attendees. The next German SIG will be Saturday, May 16, at 2:00 p.m. at the Friendswood Activity building which is working out well even though it doesn't have WiFi. Kim has been bringing a portable WiFi unit. Shirley asked about summer SIGS and after brief discussion it was decided that we would concentrate all efforts in the summer for our July Seminar.

A complete report by Nick Cimino will be filed with the minutes.

Polly Swerdlin gave us a report and presentation on the new BAGS website. The color of the page has been changed to blue and we all agreed that it is becoming.

She is in the process of moving files from Dropbox to our web server. A suggestion was made to create a folder on DropBox that board members can put files they want on the web site. She will send a notice when she has done so. The UBC storage of BAGS old records was questioned. Polly has started the process of digitizing these records and thus adding to DreamHost server. She will add the general meeting agendas only if there are no minutes for said meeting. DreamHost is free to non-profits.

The photo gallery is under the "about us" tab. You can actually see a slide show. Either Garry Garrett or Polly can upload any number of files and make them accessible to the board members. PDF is preferred, and less than 7MB for the size.

Shirley asked for a summary of the paper files that are still in the Great Room cabinet. She was under the impression that the files in that cabinet would be

shredded and trashed. Polly is working on digitizing them as I said before. And they will be trashed after they have been saved electronically.

A complete typed report by Polly will be filed with the minutes.

Bob Wegner gave report on Members First Committee. The breakdown of the attendees at the German Genealogy SIG was 14 visitors and 18 members of BAGS attending.

Last month Bob asked the board members to think about asking a member of BAGS to become a volunteer. Loren said that he felt funny asking someone about something that they had included on an application years ago and Deborah noted that she had asked a member and gotten a negative response for volunteering. The chapter is in need of a Telephone Chairperson. There was much discussion on the applications sent by email to board members and gleaming the volunteers from these applications. It was decided that Loren would make an announcement at Friday's meeting about volunteers being needed and that he will pass out a sign-up sheet. There will be follow-up in newsletter. Bob would like to have another new member orientation luncheon since we have had 20 new members join so far this year. BAGS officers would be expected to attend this orientation and introduce themselves to the new members and explain what BAGS does. He is recommending June for said orientation luncheon. The discussion was tabled until May Board meeting.

The July Seminar was reported on by Kim Zrubek. The Seminar is scheduled for July 11, 2015. She has done a 1<sup>st</sup> draft of flier for the seminar and will try to have it ready by Friday's meeting. Loren said that he would be happy to take to Clayton Library when he goes on Saturday.

Shirley Lindquist spoke about the time table for speakers next. The speakers are to be notified that they have 45 minutes to speak and 15 minutes for questions and answer session. We have to vacate the church by 9 p.m. so this is an important issue.

The BAGS Journal was reported on by Melodey Hauch. She has been working on the new Journal and is getting people to submit articles so she is pleased. The March Issue was handed out at last month's general meeting and she will have them available again this Friday.

Shirley announced that Yearbook chairman, Patsy Chapple will not be attending Friday's meeting and asked for someone to volunteer to hand out the yearbooks. Melodey agreed to do that. Melodey at this time requested another table for setting up her Journals on Friday night. Kim agreed to do so.

Billy Mayo has finished the surname list and sent to each board member a copy of it. It was agreed that if put on website it would only be available to membership. It was agreed that we could have a digital copy of the yearbook but that the Journal would remain as paper copy only. After a brief discussion, it was decided that we would also have a geographical list with the surname list. Bob is supplying the geographical locations to Bill Mayo.

#### New Business:

Membership, Renewals and New Members were reported on by Registrar, Bob Wegner. BAGS presently has a total of 172 members. There are 15 new members with the breakdown of 7 for family memberships and 8 single memberships.

Bill asked about when new members were going to have to pay again since it is so late in the calendar year. There was discussion and Polly suggested that if it is 6 months into the calendar year that we only charge ½ price. By laws will be reviewed on this matter.

A complete Registrar's report is included with the minutes.

Kim's Programming report was typed and emailed and will be filed with the minutes.

Nominating Committee bylaws were read by Shirley. She asked who was willing to stay in their positions and the response gives us Nick willing to stay as Education chair. Annette and Deborah said that they will not be returning in their respective positions. Bob volunteered to stay on as Registrar. Melodey will stay on as Journal Editor but will give up Vice President position. Kim Zrubek said that she would have to think about whether or not she will keep 2<sup>nd</sup> VP position. At this time, it appears President, 1<sup>st</sup> Vice President, and 2 secretarial positions are open for nominations. A nomination committee of Nick Cimino and Bob Wegner was appointed by Shirley.

#### Committee Reports:

Annette Bowen reported on Corresponding Secretary activity. BAGS lost William L. Robinett and Charles de Valcourt to death this past month and she sent sympathy cards to each widow. She sent cards to each of last month's visitors to BAGS general meeting. It was reported that Mary Olsen had fallen so Annette will send her a get well card.

#### County Coordinator Report

Loren Martin gave the report for Mary Martin. There were new people that attended the last trip on April 16<sup>th</sup>. There were a total of 11 attendees on the BAGS bus trip to Clayton. Next two trips are Wednesday, July 15, 2015 and Thursday, September 17, 2015. It was explained that the BAGS bus trips are done by a lottery system so we have no control of the dates. So, if we choose to arrange SIGS to help get people to attend and use the BAGS bus, the SIGS will have to be arranged around the bus lottery dates.

A complete report by County Coordinator is enclosed with minutes.

#### Member Services

There are New Member Folders available (will count them Friday)

Only one request was made for a ride to meetings recently, then withdrawn

For the time being, she is also handling the Welcoming position.

A complete report by Member Services is included with the minutes.

Pedigree Charts: Eleanor Caldwell has resigned and there is no one chairing this committee.

Other Items:

Publicity: Bettejean Spatafore was not in attendance so there was no report.

We were adjourned at 8:20.

Respectively submitted,

*Deborah C. Gammon*