



Bay Area Genealogical Society

BOARD OF DIRECTORS MEETING MINUTES

January 2016

When: January 25, 2016 Monday 6:30 pm

Where: University Baptist Church, 16106 Middlebrook, Houston; Room EB-205

Attendees:

Loren Martin, President
Kim Zrubek, 2nd Vice President
Bill Mayo, Treasurer
Lisa Smith, Recording Secretary
Judy Wright, Corresponding Secretary
Bob Wegner, Registrar

Garry Garrett
Melodey Hauch
Shirley Lindquist
Polly Swerdlin

CALL TO ORDER: 6:33 p.m. by President Martin.

OLD BUSINESS:

Meeting Minutes: Bob made motion to accept October BOD Meeting Minutes, Polly seconded, [motion passed](#).

Matching volunteers: Bob is sending new member applications to the entire board/committee chairs, so the appropriate chair may contact the member for volunteerism after they have been welcomed to BAGS. Gary will create a volunteer list, which will be posted and maintained on the Board-only section of the website.

Moving of BOD meeting room: Kim is still waiting on an answer from the church as to a 1st floor meeting room.

BillionGraves: Melodey has further researched the benefits of signing up for a BillionGraves account and it was decided that this would not be a worthwhile source of income. BAGS will ask the membership if there is interest in doing a single cemetery as a service project. Melodey suggested Magnolia Cemetery in League City as a starting point.

Cookbook: Loren will ask membership if there is interest in producing an update to the existing cookbook.

Updated Job Descriptions: Shirley has received only one update (recording secretary). Other board members/chairpersons will send Shirley an e-mail either stating there is no change or with a new description for the position. It was also decided that the job descriptions and meeting minutes (both Board and General) will be moved to the Members-only section on the website.

NEW BUSINESS:

Staffing for Recording Secretary and Hospitality Committee: Loren will ask the membership for volunteers, and will appoint someone to Recording Secretary if no one steps forward. In the interim, each board member will take turns taking meeting minutes until the position is filled.

Pre-meeting slideshow: Kim has created a slideshow, which will play during the pre-meeting social time, in an attempt to inform the membership of contact info, upcoming events, and to cut down on what the President has to mention before the official program for the night begins.

Purchase of Locked Storage Cabinet: Shirley and Polly researched purchase of a larger storage cabinet for BAGS items. Bob made a motion that BAGS spend up to \$500 to purchase an adequately sized lockable storage unit pending church approval of the space it will take up; Billy seconded; [motion passed](#).

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Amend Budget: Bob made a motion to approve the amended budget as presented by Billy; Melodey seconded; **motion passed**.

Jack Rowe Funeral Home Records: Melodey brought physical records from the Jack Rowe Funeral Home which has gone out of business and asked what we should do with these. Loren will contact the FGS (Federation for Genealogical Societies) and ask if they have any recommendations. It was suggested that the records at least be scanned and possibly the information extracted to a spreadsheet for members' use.

Bylaw Adherence: Loren suggested we change the Bylaw regarding including delinquent members in the yearbook to more accurately reflect the current practice of giving members until December 31 to pay past dues. Bob made the motion, Billy seconded, **motion passed**. The proposed change will be presented at the next General meeting (January 29, 2016) for an official vote at February's General meeting.

Article IV, Section C, Item 3: "To be included in the Yearbook, annual dues must be paid by the September General Meeting. Any member who has not renewed by ~~October~~ December 31 shall be removed from the membership roll."

REPORTS:

Treasurer's Report: (Billy Mayo) With no meetings in November or December, the financial reports for the past three months were presented at this January meeting. October's income was \$1462.75, expenses \$131.46, November's income was \$1120.50, expenses were zero, December's income and expenses were zero. Checking account balance as of December 31 was \$6760.92 and the CD value is \$3731.79.

Registrar: (Bob Wegner) Registrar Wegner reported current membership is 191 with 6 new memberships, 123 have renewed, 61 have yet to renew, 1 member was withdrawn due to her death.

Members 1st: (Bob Wegner) Kim presented the report. It was agreed that BAGS should add back in a General meeting or outreach program in November and move the holiday luncheon to December to have continuous contact with membership throughout the year. The 2016 speaker schedule currently has six of nine months (Jan-Sept) confirmed.

Corresponding Secretary: (Judy Wright) Get well cards were sent to Leslee Fehlman, Susie Ganch, and Patsy Chappellear. A sympathy card to Edwin White and family. BAGS was notified in January of Kay Van Cleave's death in September, and a sympathy card will be sent despite the length of time, since it was felt that it will still be appreciated by the family.

Yearbook: (Garry Garrett) The yearbook printing will be bumped up to February and will hope to include more photos.

Pedigree Charts: (Garry Garrett) Half a dozen still need permission from members to publish. Charts have not yet been received by new members.

Education: (Nick Cimino) Kim presented the report. The members-only workshop held on January 23 was successful in addressing the individual issues for the 10 members who attended.

Journal: (Melodey Hauch) There are currently 37 pages for the journal with three long articles and plans on adding part III of History of BAGS with publishing in March. A pedigree chart is required from Garry. Loren will ask at General meeting for any articles to be forwarded to Melodey by March 1.

Newsletter: (Kim Zrubek) A link to the newsletter will be incorporated in the e-mail as opposed to attaching the file, to make it easier for members to access.

Publicity: (Bettejean Spatafore) Loren reported that all advertisements have been submitted and published.

Welcoming: (Shirley Lindquist) Nothing to report.

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Website: (Polly Swerdlin) Four people are currently able to update the website (Polly, Lisa, Garry, and Kim). Polly will train Billy so that he may upload financial reports to the Board-only section. The hope is to also train the new Recording Secretary to upload the meeting minutes.

Member Services: (Polly Swerdlin) There are plenty of new member packets available. Job description will drop the education responsibilities, but retain the transportation coordination. Looking for color photos for About Us section of the website.

Telephone: (Loren Martin) Loren praised the excellent job the telephone committee has been doing and reminded the Board that this is a great resource for communicating to the members.

E-mail: (Neil Miserendino) Neil was not in attendance; no report.

Hospitality: (Leslee Fehlman) Loren reported the continued desire for someone to help Leslee.

County Coordinator: (Mary Martin) Loren reported that 16 people took the bus trip to Clayton library and enjoyed the larger bus. A \$35 donation was made to the Harris County Precinct 2 Senior Citizens.

Sargent-at-Arms: (Mike McCowan) Mike was not in attendance; no report.

Historian: (Tammy Frey) Loren reported that Tammy is working remotely and is still looking for a scrapbook person.

OTHER BUSINESS: Bob suggested that BAGS needs to order more padfolios, which is a popular item among our membership. There was discussion of the large cost (\$1500) versus how many will actually sell over how long a period of time. Decision was shelved for future consideration.

ADJOURNED: Meeting was adjourned at 8:35 p.m.

Respectfully submitted,



Lisa Smith
Recording Secretary