

**Bay Area Genealogical Society
Board Meeting
Monday, August 19, 2019
University Baptist Church EB 105
16106 Middlebrook, Houston, TX**

Attendees: George Porterfield (1st VP), Susie Ganch (2nd VP), Bob Wegner (Registrar), Bill Mayo (Treasurer), Teresa Rundell (Corresponding Secretary), Kathie Chaffee (Recording Secretary), Polly Swerdlin (Website), Kim Zrubek (Hospitality, Newsletter, Education), Judy Zavalla (Member Services), Garry Garrett (Email, Pedigree Charts, Yearbook), Melodey Hauch (Journal), Lisa Smith (via Skype), Kitty Olsen.
Not in attendance: Jane Thompson (Welcoming), Deborah Gammon (County Coordinator), Shirley Lindquist (Award/Past President), Terri Meyer (Publicity), Nick Cimino (President),

Meeting call to order at 6:38 pm by George Porterfield

George welcomed Lisa Smith and Kitty Olsen to the meeting. He also explained some “ground rules” to facilitate to ensure that all parties could hear all of the discussion over the Skype connection.

Administrative Items:

Last Board Minutes: George called for corrections and additions to the July 2019 Board minutes. The minutes stand approved with changes recommended by Bill Mayo.

Treasurer’s Report: Period 30 June to 31 July 2019

Checking Account

Balance as of 30 June 2019	\$5,174.38
July Receipts	\$ 0.00
July Expenditures	<u>\$ 258.09</u>
Balance as of 31 July 2019	\$4,916.29

Certificate of Deposit Value	<u>\$3,907.18</u>
Total Monetary Assets	\$8,823.47

Registrar’s Report: Bob noted the total members who have renewed as of August 19, 2019, is now 114. This leaves 26 members who have not renewed to date. Bob reported the attendance for the July meeting was approximately 31 members and 5 visitors. Bob noted the official renewal period for 2019-2020 Society year began July 1, 2019. The membership year starts September 1, 2019.

Corresponding Secretary Report: Teresa reported that she will send out cards to 5 visitors that attended the July general meeting.

Business Items:

Review Agenda and Plan for August general meeting:

- August meeting is Show and Tell with BBQ dinner.
- Members only will present at Show and Tell.
- Bob Wegner will not be present at the August general meeting. Jan and Judy will hand out name tags as usual. Polly will take membership application forms during the meeting in Bob's absence.
- Friday's general meeting agenda will be updated by Susie Ganch.
- Susie Ganch will post a reminder about payment of annual dues on the society Facebook page.

Review of the July General Meeting: Group agreed the program was very good. Interesting and everyone learned a lot of tips and tricks.

Planning for September 28th Dana Leeds Seminar

- Seminar will need 60 tables and chairs. Screen, projector, water and tea for seminar will be provided by the church.
- Bob Wegner will make name tags with a color spot to note those who paid for lunch.
- Handouts will be required for both the Friday September 27 general meeting and the Saturday September 28 seminar.

BAGS Participation in Texas State Genealogical Society, 2019 Family History Conference, October 11-13:

- Bill Mayo has reserved an exhibitor's table for BAGS.
- Signup list for volunteers offered at the general meetings
- Deborah Gammon will inquire on availability of bus for transportation on Friday, October 11 and other days.
- Need volunteers to assist with BAGS table. George will make a schedule chart to track staffing of the BAGS table.
- Discussion for payment of a stipend to the BAGS delegate to the TSGS conference was table until the next board meeting.
- Susie Ganch asked that anyone attending the State Conference to please get contact information from anyone who presents programs that would be of interest to our group.

PayPal payments and online membership application: George coordinated a final test of the online form for Seminar registration and payment to ensure all works with the live PayPal system. Bob Wegner, Bill Mayo and Susie Ganch were asked to confirm proper receipt of data when George submits his registration and payment after the board meeting. (Note: All worked well. The on-line form is active.)

After a review of how the seminar registration form works, the on-line membership form will be tested and then implemented.

Upcoming Election of Officers- Review Slate of Nominees:

- Polly made motion to revise the slate of nominations for BAGS officers for 2019-2021 previously approved by the board. The motion changed the nominee for Recording Secretary to Kitty Olsen. Seconded by Bob Wegner. Motion approved.
- Susie will present the slate of nominations for BAGS officers for 2019-2021 at the August general meeting for approval by the society.
- If paper ballots are required due to a contested position, the back of the agenda will be used as the ballot.
- The slate of nominees includes President, Nick Cimino; 1st VP Lisa Smith; 2nd VP Susie Ganch; Treasurer, Bill Mayo; Recording Secretary, Kitty Olson; Corresponding Secretary, Teresa Rundell; Registrar, Bob Wegner.

Committee Reports:

Education Next date for Member Helping Member (MHM) sessions at the Friendswood Family History Center is Wednesday, August 28 at 10am. Will change some MHM sessions to Freeman Library in the future, since this seems to be the most popular location.

Scheduled events include:

- Friday, August 23, 2019 – BAGS General Meeting at 7:00 pm; Annual Show and Tell with Potluck Dinner starting at 6:30 pm.
- Wednesdays, August 28, September 11, and October 9, at 10am to 11:45am Friendswood LDS Family History Center Orientation and Help Session. Address: 505 Deseret Dr., Friendswood. Enter building on backside.
- Wednesday, September 18, 2019 from 9 am to 4pm – Bus Trip to Clayton Library Board the bus at Clear Lake Community Association and Recreation Center located at 16511 Diana Lane, Houston. Call Deborah Gammon at 281-334-4950 to be added to the list or email: gammondc@gmail.com
- Saturday, September 28, BAGS presents Dana Leeds Seminar from 10 am to 2 pm ‘DNA Match Clustering: The Leeds Method, Automated Adaptations, and Working with Clusters.’ Registration is required and begins August 1. \$25 members, \$35 non-members.

- Future bus trips to Clayton planned on Wednesdays, November 6, 2019, January 8, 2020, February 5, 2020.

October 11-13 Texas State Family History Conference will be held here in Houston at Omni Houston Westside. BAGS will have a contingent and have an exhibit table. Sign-up for carpools and register to volunteer to staff the BAGS table in the exhibit hall and to assist with registration and speaker introductions. Registration is now open at <https://www.txgs.org/2019-conference>.

Newsletter: Will be published in August for combined July and August newsletter.

Web: Polly verified there were no broken links on the website as of August 18, 2019. She uploaded June board and general meeting minutes from Kim, and July board minutes from Kathie and July general minutes from Polly. Still looking for missing meeting minutes.

Updated: Added dates for the Clayton bus trips. On the "In Memorium" page removed any older than 1 year. Wrote memo for newsletter on recipes.

The board agreed upon a new password for the member's portion of the website. The new password will be effective 1 September 2019.

Programs: Susie discussed details about the September Dana Leeds Seminar. The October program will be Doryn Glen from the Galveston county clerk's office, November speaker will be BAGS member Gale French presenting DNA Painter. January 31, 2020 will be members presenting tips and tricks. For February 28, 2020 the program will be presented by Jennifer Ross Nazzal, Johnson Space Center Houston Archives, and Oral Histories project for NASA and the Space Program which began in 1997.

Susie discussed dates with Jim Smith (University Baptist Church) for 2020. The November date had a conflict, so Susie requested the previous Saturday November 21, 2019. October 30, 2020 is not available, so Susie requested the previous Friday, October 23. In summary, the dates for the general meetings in 2010 will be, Jan 31, Feb 28, Mar 27, Apr 24, May 29, June 26, Jul 31, Aug 28, Sep 25, Oct 23, Saturday Nov 21. All dates are on Fridays except as noted.

E-mail: Garry asked Bob to send him the latest registration list to maintain the email contact list.

Yearbook: Garry began handing out the new Yearbooks at the May general meeting.

County Coordinator: Next bus trip is September 18 to Clayton Library. Deborah Gammon is the primary County Coordinator and Kitty Olsen is the alternate. Future trips planned (all on Wednesdays) include November 6, 2019, January 8, 2020, and

February 5, 2020. Deborah attended a Precinct. #2 refresher course this last week. Kitty Olsen has completed training also.

The board approved encouraging a \$3.00 per person donation per county requirements. This will be noted on the sign-up form and on the general meeting agendas. Cleburne cafeteria now comps the driver lunch so it will be easier to go there for lunch. Must have two trained coordinators present on the bus for every trip in case of emergencies. Additional coordinators need to be recruited and trained.

Journal: Journal is scheduled for pickup on Wednesday for delivery to members at the 23 August general meeting. Cost was \$307.43 for 100 copies. Before discount, the cost was \$1250. Melodey accidentally ended up with three journal issues dated during our fiscal year instead of just 2 per the budget. The 3 issues were October 2018, and April and August 2019. The result is a budget overage of \$148.18.

A motion was made by Bob Wegner to increase the budget for publications by moving \$150 from budget line 3b to budget line 8a1. The motion was seconded by Judy Zavalla. Motion passed.

Scrapbook: Teresa Rundell and Renee Ball are collaborating on this project. Teresa plans to have scrapbook completed for August 23 general meeting for Show and Tell. She had the scrapbook at this board meeting for review and comments.

Welcoming: No report.

Member Services: Judy Zavalla, one person requested a ride to the Seminar.

Telephone: Phone committee will be calling on August 20, 2019.

Hospitality: Kim has paper goods ready for the August potluck dinner. Church supplies other items.

Past President: No report.

Historian Report: See Scrapbook Report

Meeting adjourned at 7:59 pm

Respectively submitted,
Kathie Chaffee, Recording Secretary