

**Bay Area Genealogical Society
Board Meeting via Zoom
Board Minutes
June 22, 2020**

Attendance

Board Position	Officers	Present
President	Nick Cimino	Yes
1 st Vice President, Email Coordinator, Yearbook	Lisa Smith	Yes
2 nd Vice President	Susie Ganch	Yes
Treasurer	Billy Mayo	Yes
Recording Secretary	Kitty Olson	Yes
Corresponding Secretary, Scrapbook	Teresa Rundell	Yes
Registrar, Sergeant-at-Arms, Co-Web Editor	George Porterfield	Yes
County Coordinator	Deborah Gammon	Yes
Historian/Awards	Bob Wegner	No
Education, Hospitality, Newsletter Editor	Kim Zrubek	Yes
Journal	Melodey Hauch	Yes
Member Services	Judy Zavalla	Yes
Publicity	Terri Myers	Yes
Web Editor	Polly Swerdlin	Yes
Welcoming	Jane Thompson	No
Pedigree Charts, Co-Web Editor	Lisa Franklin	No
Telephone	Vacant	

Administrative Items

- Nick Cimino, president, called the meeting to order at 6:37 pm.
- Nick called for corrections/additions to the corrected version of the May 2020 board minutes distributed by Recording Secretary, Kitty Olson, on June 19; no further corrections/additions were proposed.
- Billy Mayo proposed a motion to accept the May board minutes as written; Judy Zavalla seconded the motion. The board approved the motion.

Board Decisions

1. Billy Mayo proposed a motion to host BAGS general meetings via webinar until September 30, 2020; Kitty Olson seconded the motion. The board approved the motion via email on June 4, 2020.
2. Billy Mayo proposed a motion to appoint Kathleen Williams as the Email Coordinator pending completion of an apprenticeship with Lisa Smith; George Porterfield seconded the motion. The board approved the motion.
3. Polly Swerdlin proposed a motion to accept the revisions to the bylaws submitted by the bylaws committee chaired by Lisa Smith; Judy Zavalla seconded the motion. The board approved the motion.

Treasurer's Report – Billy Mayo

CHECKING ACCOUNTS

Balance as of 30 April 2020	\$ 1,320.94
May Receipts	\$ 85.06
May Expenditures	\$ 411.83
Balance as of 31 May 2020	\$ 994.17

JSC FCU SAVINGS ACCOUNT **\$11,698.98**

TOTAL MONETARY ASSETS as of 31 May 2020 **\$12,693.15**

Note: Income during May consisted of membership dues, donations and interest. Expenditures were for post office rental, speaker fee, ZOOM contract, PayPal fees and membership fee discounts.

2nd Vice President's Board Report (Programs) – Susie Ganch

Date / Time	Presenter(s)	Topic	Venue	Comments
June 26 7:00 pm Central	Melissa Corn Finlay	Orphan, Infants and Minors: Genealogy Nuggets and Pitfalls in Guardianship Records	Webinar	Free webinar hosted by Texas State of Genealogical Society (TxSGS).
July 31 7:00 pm Central	Linda Hudson	Quaker Research	Webinar	Ms. Hudson agreed to provide session via webinar hosted by TxSGS; contact TxSGS to request their assistance .

Note: A request for three additional webinars sent to TxSGS; waiting on their response.

Registrar's Report – George Porterfield

Current Count of Members as of 22 June 2020:

Category of Membership	Previous report	Change	Current
Current members (paid & gratis)	111	-2	109
New members this year (2019-2020)	22	2	24
Prior year members – not paid this year	7	0	7
Current (exception)*	45	0	45
Total members	185		185

* No recent payment or application found.

Changes:

New members: Lindsay Kimmel and Lynda Collins

Members removed: Michael Hart (deceased), Ralph Weiss (moved, health)

BAGS Merchandise Inventory as of 22 June 2020:

Inventory Item	Unit Price	Previous report	Change	Qty on Hand	Value
Cookbooks	\$10.00	19	0	19	\$ 190.00
Flash drives	\$10.00	12	0	12	\$ 120.00
Pad folios	\$20.00	0	0	0	\$ 0.00
Pens	\$1.00	116	0	116	\$ 116.00
Tote bags	\$25.00	26	0	26	\$ 650.00
Total value					\$1,076.00

Sections Removed from the monthly Registrar's Report:

The following data is available from tabs within the Master Membership Roster posted to the BAGS Google drive. Assistance can be provided to show you how to access this data if you have a need for this info.

- Detailed data on members added, changed, or removed from the membership roster
- Volunteer details from member's applications
- Breakdown of number of Memberships (Single, Family and free/life)
- Donation details
- Requests for help listed on member's applications
- Journal and yearbook mailing lists

Corresponding Secretary – Teresa Rundell

- Get Well card sent to Leona Cook; sympathy cards sent to Denise and Bradley Scarborough and Walena Medlin (daughter and mother of Tina Chatham).
- Email sent to 60 visitors who attended the May webinar; 5 visitors responded.

Business Items

- Corrections and additions to agenda for general meeting, Friday, June 26, 2020, speaker is Melissa Corn Finlay
 - Received confirmation from Ms. Finlay on June 23, 2020 that she will attend the webinar on pro bono basis, and she will participate as a panelist toward the end of the presentation.
- July General Meeting, speaker is Linda Hudson
 - Ms. Hudson agreed to provide the session via webinar hosted by TxSGS per email from Susie Ganch on June 25, 2020.
- Review of Zoom sessions and planning for future
 - Moderators of both the Monday morning and evening sessions reported that the sessions are well received; see report under Education for details of Monday evening sessions moderated by Kim Zrubek.
- Nominate Kathleen Williams for the position, Email Coordinator
 - See Board Decisions on page 1, item #2.
- Bylaws revisions – Lisa Smith
 - See Board Decisions on page 1, item #3.
 - Board discussed how to present the revisions to the membership including email, newsletter, website, and agenda item at monthly meeting with a planned membership vote at the July general meeting.
- 2020-2021 Budget – Billy Mayo
 - **Action:** review proposed budget distributed by Billy on June 20 and send Billy an email with any revisions by July 15, 2020.

Committee Reports

Email Coordinator – Lisa Smith

- No report.

County Coordinator – Deborah Gammon

- Bus trip to Clayton Library is scheduled for Wednesday, September 30, 2020 contingent on Harris County Precinct #2 and the Clayton Library resuming operations.

Journal Editor – Melodey Hauch

- August edition of the Journal is under development with a deadline of July 31 for submission of articles.
- Melodey will contact Lisa Franklin to verify she is receiving BAGS board emails and to encourage her to attend board meetings as Lisa will be assuming the role of Journal Editor after the publication of the August edition of the Journal.

Scrapbook – Teresa Rundell

- Downloaded the Artisan software from Forever.com along with a few “kits” which include different types of papers and embellishments.
- Watched several videos on how to use the software and also have an Ambassador assisting me via Zoom sessions.

Newsletter – Kim Zrubek

- Working on the June newsletter; items to be included are:
 - Program description
 - New Members
 - In Memoriam
 - Bylaw proposed changes
 - Membership renewal begins July 1
 - Cookbook ad
 - Deborah's news on Virginia records
 - Rosenberg's digitized Galveston Tribune 1885-1904
 - Clayton Library Friends (CLF) Zoom sessions
 - No August Potluck Dinner
 - Dallas Genealogical Society (DGS) online 2020 Summer Seminar
 - Family History Center (FHC) Friendswood opening hours
 - Clayton Library is closed but is answering phones, chat, email.

Education – Kim Zrubek

- Plan to publish Terri Myers and Garry Garrett's research questions in the next newsletter to get a wider appeal for assistance.

Summaries of Monday evening Zoom meetings:

Date	Moderator	Attendees	Discussion Topics
June 1	Kim Zrubek	George Porterfield Garry Garrett Terri Myers Teresa Rundell Annette Bowen	1. Discussed Ancestry Thrulines, how to get started, how to evaluate. 2. Annette wants to determine where her grandfather was between 1920 and 1941 when he died. 3. Assisted Garry in setting up his Thrulines.
June 8	Kim Zrubek	George Porterfield Garry Garrett Terri Myers Teresa Rundell	1. Garry practiced navigating through his Ancestry Thrulines.
June 15	Kim Zrubek	George Porterfield Garry Garrett Terri Myers	1. Teresa demonstrated how to evaluate an Ancestry Thruline "Sallie Lockhart" suggestion. The group helped to review the records and work on

		Teresa Rundell Rene Ball	<p>evaluation strategies. Discovered, Sallie married into the Lockhart family. Mistake on the Thruline process not the tree owner.</p> <p>2. Garry performed a similar evaluation using his Thrulines.</p> <p>3. George reported Rosenberg Library has added digitized images of the Galveston Tribune 1885 – 1904 newspaper into the Portal of Texas History.</p>
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Website – Polly Swerdlin

General	Uploaded	Updated
Weekly Zoom Sessions renamed back to Members Helping Members	Handout for June, added to Meeting description, and added to Google Drive > 2 nd Vice > Meeting Handouts	Newsletters are now full issues. No more Page 1s. Decision of the board
Created a link on the Members page under Recap for Devon Lee's recorded webinar presented on May 29 for our monthly meeting	Agenda for General Meeting May 29, posted on sidebar and Meetings page	Removed Workshops page from menu (still available for later). Renamed Weekly Discussions to Members Helping Members
	Agenda to General Meetings folder on Google Drive	Site Map corrected to remove Workshops page and add MHM page
	Added a Certificate of Deposits page to the Treasurer's list on the Board Files and uploaded the document from JSC FCU	Changed July, August and September to webinar events
	HTML files of each website page for reference to Web Editor folder on Google Drive	Next trip to Clayton changed to September, future as TBD
		Rearranged Home page wording to bring original welcome words topside.

BAGS Cookbook:

- A total of 18 recipes have been contributed by four members; requesting recipes for appetizers, beverages, breads and candies.
- Rather than publish these newly submitted recipes in an addendum to the BAGS Cookbook these recipes may be published in the newsletter if content is needed.

Publicity – Terri Myers

- No report.

Welcoming – Jane Thompson

- No report.

Member Services – Judy Zavalla

- No report.

Telephone – Vacant

Hospitality – Kim Zrubek

- No report as all in-person activities have been cancelled until further notice.

Historian – Bob Wegner

- No report.

Meeting adjourned at 7:50 pm.

Respectively submitted,

Kitty Olson
Recording Secretary