

Bay Area Genealogical Society
Board Meeting via Zoom
Board Minutes
April 26, 2021

Attendance

Board Position	Name	Present
President, Yearbook	Lisa Smith	Yes
1 st Vice President	Susie Ganch	Yes
2 nd Vice President, Newsletter Editor	Becky Jones	Yes
Treasurer	Billy Mayo	Yes
Recording Secretary	Kitty Olson	Yes
Corresponding Secretary, Historian	Teresa Rundell	Yes
Registrar, Sargent-at-Arms, Co-Web Editor	George Porterfield	Yes
Past President	Nick Cimino	No
County Coordinator	Deborah Gammon	No
Education, Hospitality	Kim Zrubek	Yes
Email Coordinator, Facebook	Kathleen Williams	No
Journal Editor	Todd Roberts	Yes
Member Services	Lisa Smith, Acting	Yes
Pedigree Charts	Anita Cooper	Yes
Publicity	Terri Myers	Yes
Telephone	Tamara Reed	No
Web Editor	Polly Swerdlin	Yes
Welcoming	Vacant	

Administrative Items

1. Lisa Smith, President, called the meeting to order at 6:34 pm.
2. Lisa called for corrections and/or additions to the March 2021 minutes distributed by Recording Secretary, Kitty Olson, on March 29; no further corrections and/or additions were proposed. Board minutes for March 2021 accepted as last distributed by Kitty.

Board Decisions

1. A motion proposed by Teresa Rundell and seconded by Todd Roberts to appoint Tamara Reed to the role, Telephone Committee Chair, was approved via email on March 29, 2021.

Treasurer's Report – Billy Mayo

CHECKING ACCOUNT

Balance as of 28 February 2021	\$ 2,956.17
Deposits	\$ 85.06
Expenditures	\$ - 343.75
Balance as of 31 March 2021	<u>\$ 2,697.48</u>

JSC FCU SAVINGS ACCOUNT	\$ 5,704.26
JSC FCU Share Certificate (CD)	\$ 6,046.83

TOTAL MONETARY ASSETS as of 31 March 2021 **\$14,448.57**

Note: Deposits consisted of membership dues, donations, mailing fees and interest. Expenditures consisted of speaker fee, PayPal fees, National Genealogical Society Conference fee, financial software subscription and Christmas Bags of Cheer pencils.

Registrar' Report – George Porterfield

Count of Members for 2020-2021 Membership Year:

Category	Previous report	Change	Current
Organizational & Life Members	10	0	10
Members – paid this year	102	1	103
New members this year*	21	2	23
Total members	132		136

Changes:

New members*: Melinda Culon, Fred Roe

Late renewal member: Vernon George Gillette

BAGS Merchandise Inventory as of 24 April 2021:

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
Pens	\$1.00	116	0	116	\$ 116.00
Tote bags	\$25.00	26	0	26	\$ 650.00
Total value					\$1,076.00

Corresponding Secretary's Report – Teresa Rundell

- No visitors attended the March webinar.
- Plan to send a get-well card to Jinny Mason, she broke her arm, and her husband is scheduled for spinal surgery.

1st Vice-President's Report – Susie Ganch

1. Updated the job description for Treasurer by adding the use of QuickBooks Online Plus; updated job description needs to be posted to the website.
2. Composed a draft email to send out to members regarding our upcoming election of officers; draft email sent to board members for review and comment.
3. Attended the TSGS Leadership Forum. I found that we are ahead of a lot of the Texas societies in our practices, although I did learn some interesting elements which we might consider changing.
 - a. Make our Facebook public as a social media outreach for recruiting new members. Kathleen is doing an excellent job of keeping current events posted on our Facebook group and this would certainly be beneficial.
 - b. We do not have sufficient publicity to recruit new members. Another suggestion is to send emails to other groups to which we belong, promoting our upcoming events and benefits of membership such as the Daughter of the American Revolution (DAR).

2nd Vice President's Report – Becky Jones

Date / Time	Presenter(s)	Topic	Venue	Fee	Comments
Apr 30 7 pm CDT	Michael Strauss	The Road to Independence: Researching your Revolutionary War Ancestors www.genealogyresearchnetwork.com	BAGS Zoom	\$150	Speaker to send invoice by email. Pre-meeting test run scheduled for 6:30 pm, April 30. Handout to be provided by speaker by Monday, April 26.
May 28 7 pm CDT	Lisa Smith	Genealogy from a Private Investigator's Perspective	BAGS Zoom	No fee	
June 25 7 pm CDT	Ari Wilkins	Reconstructing Communities Using Census Records, Sanborn Maps, and City Directories	BAGS Zoom	COMP	Pre-recorded from 2020 TxSGS Family History Conference. Session includes Vimeo video link, Ari Wilkins' photo, bio, topic description.
July 30 7 pm CDT	Cyndi Ingle (TBC)	Record As You Go, Cite As You Go, & File As You Go	BAGS Zoom	\$250	Tentatively scheduled but speaker will verify once she has determined no conflict with commitment earlier that same day. Wide range of topics to offer.
August 27 7 pm CDT	Annual Show & Tell		TBD	No Fee	Tentatively planned for in-person based on availability of venue.

- Board agreed to schedule the remaining meetings (September through October) virtually.

- Contacted Lisa Louise Cooke, Genealogy Gems, regarding speaking engagement fees and availability in the coming months; attachment provided to board to review. Currently she is not scheduling “single” presentations on her calendar, only seminar or conference presentation.

Business Items

1. Review February speaker, Katherine Schober – *Help! I Don't Speak the Language*.
 - a. Comments included the following: fantastic speaker, excellent presentation with easily readable handouts, great tips on translating different languages.
2. Corrections and additions to agenda for General meeting this Friday, April 30; Speaker: Michael Strauss – *The Road to Independence: Researching your Revolutionary War Ancestors*.
 - a. Recommendation to provide a list of other societies' events and delete links to these events; Lisa will update the agenda.
3. Planning for May 28, 2021 General Meeting; Speaker: Lisa Smith – *Genealogy from a Private Investigator's Perspective*
 - a. As Lisa is the presenter for the general meeting Susie will host the meeting and George will be the co-host.
4. Takeaways from TXSGS Leadership Forum (Susie, Lisa, Todd, Teresa)
 - a. For Susie's comments see the 1st Vice-President report. After much discussion of Susie's report regarding communications the board agreed to form a Communication Committee to address the recommendations. Susie will chair the committee and the following board members will participate on the committee: Becky Jones, Terri Myers, Kitty Olson, and George Porterfield.
 - b. Lisa commented that many of the recommendations regarding Leadership were already implemented by BAGS.
 - c. Todd Roberts attended the Publications breakout session and reported that approximately 20 societies in Texas provide a variety of venues for publication other than a journal and newsletters. Lisa recommended that each person who participates in the Show and Tell scheduled for August provide a written description that could be published in the Journal. Teresa recommended various short journal topics such as: Meat on the Bone (describing daily life for a historical time frame) and How I Got to Texas. Susie suggested the topic, Great Love Story.
5. Discussion on storage units for inventory and other BAGS physical items
 - a. This item was tabled until a venue for future in-person meetings has been selected.
6. Venue for in-person General meetings (UBC has Thursday nights available) and August Show 'n' Tell
 - a. Lisa and George will work together to develop a poll to send out to the membership to determine members' preference regarding a day of the week to schedule in-person meetings.
7. Formation of Nominating committee
 - a. Lisa as President will chair the Nominating Committee per the bylaws and Susie volunteered to participate on the committee. An email will be sent to the membership based on the draft email developed by Susie requesting volunteers for the Nominating Committee.
8. Planning for 20th celebration
 - a. Board agreed to schedule this event in December 2021 replacing the annual Christmas party, this item tabled to later board meeting.

Committee Reports

County Coordinator – Deborah Gammon

- No bus trips to Clayton Library are scheduled.

Education – Kim Zrubek

- German Special Interest Group (SIG) is scheduled the second Wednesday of the month at 2 pm. Hosted by George Porterfield and Karen Engelauf; upcoming dates are May 12 and Jun 9.
- Inaugural meeting of the Brick Wall Busters SIG hosted by Kathleen Williams is scheduled for Sunday, May 16 at 2 pm; a separate webpage for this SIG has been established. Kathleen has received two submissions.
- Monthly in-person Members Helping Members (MHM) sessions at the Friendswood Family History Center (FHC) are scheduled the first Wednesday of the month at 9:30 am to 11:30 am; upcoming date is May 5. Five members attended the April session. FHC Director will set future dates for the summer months in May.
- Weekly MHM virtual sessions are scheduled. Renee Ball hosts the Monday morning session at 10 am and Kim Zrubek hosts the Monday evening session at 7 pm; George Porterfield supports both sessions. The average attendance at both sessions is 5 people.
 - For the next couple of months Kim will host both weekly Monday evening sessions and a monthly session on the first Sunday of the month to gauge the attendance at the monthly Sunday afternoon session.
- Kim is willing to setup in-person meetings at the Friendswood or League City libraries.

Email Coordinator/Facebook – Kathleen Williams

- BAGS Facebook group has 80 members and of those 80 members about 64 are considered active over the last month. “Active” means that they have reviewed our page’s content within the last 30 days.

Historian / Scrapbook – Teresa Rundell

- Nothing new to report.

Hospitality – Kim Zrubek

- Consider hosting a hospitality come and go event at either the Friendswood or League City library.
 - Friendswood Public Library has a Community Room available for bookings: maximum of attendees of 30 with tables, chairs, A/V system with screen is available. No kitchen facilities are available.
 - League City Helen Hall Library is open and has a large room like the Friendswood Public Library’s Community Room in size and amenities.

Journal Editor – Todd Roberts

- Status of next Journal:
 - Eight articles have been submitted for publication in the next Journal by the following:
 - Deborah Gammon
 - Patsy Chappellear
 - Melodey Hauch
 - Kathleen Williams
 - Polly Swerdlin
 - Annette Bowen
 - Susie Ganch
 - Todd Roberts
 - Goal is to publish the Journal electronically before the May general meeting. Printing the Journal can be scheduled in June.

Member Services – Lisa Smith, Acting

- Sent “welcome” email to Vernon Gillette and Melinda Culpon.

Newsletter – Becky Jones

- April newsletter published electronically, and a link to the newsletter was distributed to membership via email.

Pedigree Charts – Anita Cooper

- Emails have been sent to additional members from the roster who have not submitted a Pedigree Chart.
- Members who submitted their pedigree charts are:
 - GaleLynn “Suzy” Zimmermann
 - David Julian Cate
 - Brenda DuShane
 - Trudi Lauren Coston Becht
 - Patsy Ann Stallings Chappellear
 - Karen Marie Alig Engelauf
 - Lisa Lavonne Wooster Fisher
- Plan to send the updated Surnames List to the Webmaster once a month to publish to the website.

Publicity – Terri Myers

- No report.

Telephone – Tamara Reed

- No report.

Website – Polly Swerdlin

General	Uploaded	Updated
Sidebar: added 24-hour Webinar Marathon in April Then deleted	Facebook Icon on the Members page	Lisa redesigned our website header to include our logo
Sidebar: added IGGP Conference in July	Handout and Videos of the March Meeting on the Handouts page	Added the words “and Videos” to the Handouts page and Members page list
Added the link to Brick Walls video to the Members page Recap section	Created Brick Wall Busters SIG page; added link to it on Members page and Sidebar	Surnames list when we got another pedigree document
Sidebar: Added link to TSGS TIGR in June		
Sidebar: added Family History Fanatics in June		
Verified links with broken links tool and fixed link on the Homepage to the special collections on the Clayton Library website		

Welcoming – Vacant

Yearbook – Lisa Smith

- Added Vernon Gillette and Melinda Culpon; requested photo from Melinda.

Meeting adjourned at 8:07pm.

Respectively submitted,

Kitty Olson
Recording Secretary