

**ACGS BOARD OF DIRECTORS MEETING - AGENDA  
FEBRUARY 1994**

**Date: 10 February 1994**  
**Time: 6:30 p.m.**  
**Place: ACGS Library**

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- I. Call to Order -
- II. Roll Call -
- III. Recording Secretary - Minutes of January 13, 1994 meeting
- IV. Treasurer's Report - January
- V. President/Vice President's Reports
  - a. Update on 4 Elm Street - Variance/Permitting - Al Hamel  
Design of Library Space - Al Hamel, recap various meetings w/other  
librarians, Tucker, etc.  
Property Tax Abatement - Gerry Lalonde
  - b. Fund Raiser - Al Popp, Roche & Company  
Meeting held January 25, here. Test first. List of  
Foundations/Corporations/Individuals to test.
  - c. All New England - next meeting February 26, 1994  
Still no brochures.
  - d. International Festival - Manchester (JFK) Saturday/Sunday. Any  
volunteers to staff the booth?
- VI. Committee Reports:
  - a. Library Board -
  - b. Research -
  - c. Computer/Publications  
Blessed Sacrament
  - d. Publicity
  - e. Membership
  - f. Editorial
- VII. Unfinished Business:
- VIII. New Business:
- IX. Adjournment - next meeting **March 10 1994**

AMERICAN CANADIAN GENEALOGICAL SOCIETY  
 BOARD MEETING MINUTES - FEBRUARY 10, 1994

ROLL CALL - P = PRESENT E = EXCUSED A = ABSENT

NAME	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
PAULINE CUSSON	P	P	P	P	P							
LARRY AUTOTTE	P	P	P	P	P							
JUDITH ARSENEAULT	P	P	P	P	P							
JULIE SMITH	P	E	P	P	P							
GERRY LALONDE	P	P	P	P	P							
PAULINE COTE	P	P	P	P	P							
ALBERT HAMEL	P	P	P	P	P							
ROGER LAWRENCE	P	E	P	P	P							
J. PAUL LEVESQUE	E	P	P	P	P							
ROLAND MARCHAND	P	P	P	P	P							
ROBERT MAURIER	A	P	P	P	P							
GERALD O NASH					P	E						
ROBERT PROQUETTE	P	E	P	P	P							
JACK STANTON	P	P	P	P	P							



**MINUTES OF BOARD OF DIRECTORS MEETING  
FEBRUARY 10, 1994**

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**CALL TO ORDER** A regular meeting of the Board of Directors was held on Thursday, February 10, 1994 at the ACGS Library. President Pauline Cusson presided. The meeting was called to order at 6:45 pm.

**ROLL CALL** Gerry Nash was excused. A quorum was present.

**RECORDING  
SECRETARY** The January Minutes were read and two corrections requested. The price of an elevator for the new building, as shown on page 2, should have read \$50,000.00. On page 3, the All N.E. Conference will have 55 workshops, not 55 societies as shown. The minutes will be filed as published.

**TREASURER'S  
REPORT** The treasurer's report was read and accepted. It will be filed for audit.

**MOTION** Pauline Cote made a motion that we have David Cox, CPA audit our books at a charge of \$300.00. Bob Paquette seconded. Motion Carried.

**PRESIDENT/  
VICE PRESIDENT'S  
REPORT** Al Hamel presented an update on the building at 4 Elm Street. He said that Bob Clegg, manager of the construction contracts for us, ran into a problem when he applied for the permit to demolish the walls in the building. He was told he would need a variance before he could obtain a permit. Pauline asked Al to see what he could do. He has submitted the application for variance and it has been accepted. If it is turned down and Al expects it will be, we then apply formally for a variance. Al was appointed Agent, to act for the Society. Once the document is ready Al will sign it and it will go before the Zoning Board probably on March 14. With the assistance of Attorney Jim Normand, Al was able to get the Building Dept to give us a permit to start the demolition before the variance. This would be at our own risk.

Once the variance goes in all the abutters will be notified and Al felt we should make an effort to meet with anyone who has questions and let them know our plans. We could have an Open House and meet with anyone who is interested.

The boiler is in the process of being replaced and should be finished shortly.

Al & Connie Hamel have been visiting various libraries in the area and talked with the librarians. They also met with Richard Tucker of The Tucker Company, who is a second generation library designer. He designed St. Anselm's Library and several others. He is willing to help us

**MINUTES OF BOARD OF DIRECTORS MEETING  
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<p>Gene Nash was excused. A quorum was present.</p> <p>The January Minutes were read and two corrections requested. The price of an elevator for the new building, as shown on page 2, should have read \$20,000.00. On page 3, the All N.E. Conference will have 25 workshops, not 22 as stated. The minutes will be filed as published.</p>	<p><b>RESOLUTION</b></p>
<p>The treasurer's report was read and accepted. It will be filed in minutes.</p> <p>Pauline Casson made a motion that we have David Lee, CPA audit our books at a charge of \$300.00. Bob Frazier seconded. Motion carried.</p>	<p><b>MOTION</b></p>
<p>AI Janni presented an update on the building at 4 Elm Street. He said that Bob Clegg, manager of the construction contract for us, ran into a problem when he applied for the permit to demolish the work in the building. He was told he would need a variance before he could obtain a permit. Pauline asked AI to see what he could do. He has submitted the application for variance and it has been accepted. If it is turned down and AI expects it will be, we then apply formally for a variance. AI was appointed Agent to act for the Society. Once the document is ready AI will sign it and it will go before the zoning board probably on March 14. With the assistance of Attorney Jim Norman, AI was able to get the Building Dept. to give us a permit to start the demolition before the variance. This would be an over walk.</p>	<p><b>RESOLUTION</b></p>
<p>Once the variance goes in all the stories will be notified and AI will be should make an effort to meet with anyone who has questions and let them know our plans. We could have an Open House and meet with anyone who is interested.</p>	<p><b>RESOLUTION</b></p>
<p>The boiler is in the process of being replaced and should be finished shortly.</p>	<p><b>RESOLUTION</b></p>
<p>AI &amp; Connie Janni have been visiting various libraries in the area and talked with the librarians. They also met with Richard Tucker of The Tucker Company, who is a second generation library designer. He designed St. Anselm's Library and several others. He is willing to help us</p>	<p><b>RESOLUTION</b></p>

*fee amount from fee*

design our library at a cost of about \$1000.00 but, if we purchase equipment from him, that amount would be deducted from his fee. Mr. Tucker sent a proposal to the Board recapping what he had told Al. Because the money is not available to buy equipment at this time, we could delay the purchase until funds are available. He would be available to help design the library before we move in to enable us to organize it properly.

**MOTION**

Roger Lawrence made a motion to hire Richard Tucker of Tucker Company to design the library for us. Pauline Cote seconded. Al Hamel abstained. Motion carried.

Pauline reported on the meeting with Alan Popp, of Roche & Company. He advised that he does a study of a group of 15 people or business, ones we recommend, to see if there is enough recognition in the community to do a successful fund raising. He will do the study for about \$4800.00 and if he finds there is not enough support, he will direct us on other methods of raising money. We had set our goal at \$300,000.00 but this may have to be scaled down. We voted to go along with the test to see if this method is feasible. We must supply a list of people or organizations for him to poll.

Lucille Lagasse suggested we do some publicity around the state before we start our fund raising, but Pauline explained both Patrick McGee and Alan Popp recommended we wait until we kick off the fund raiser and do a full feature article at that time.

Gerry Lalonde has been informed that Lisi Press has no objection to our using Mr. LaForest's stories from his books if we decide to do weekly articles in the local paper.

Pauline stressed she would like to see a **Tree of Life** to recognize the contributors. This has been very successful for many organizations.

Gerry has the forms to apply for a tax abatement and will make the application shortly. We will not be able to get a refund from the \$2800.00 we paid in taxes this year.

All N.E. Conference: Pauline reported that the next meeting will be held February 26. Due to the excessive number of workshops this year (55-60) they are going to have some workshops on Thursday.

International Festival: This years festival will be held on April 16-17 at JFK . Due to the fact that April will be such a busy month, with the 25th

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Roger Lawrence made a motion to hire Richard Tucker of Tucker Company to design the library for us. Pauline Cole seconded. All those abstained. Motion carried.

MOTION

Pauline reported on the meeting with Alan Poppe of Roche & Company. He advised that he does a study of a group of 12 people or business ones we recommend to see if there is enough recognition in the community to do a successful fund raising. He will do the study for about \$4800.00 and if the funds there is not enough support, he will direct us on other methods of raising money. We had set our goal at \$300,000.00 but this may have to be scaled down. We voted to go along with the rest to see if this method is feasible. We must supply a list of people or organizations for him to poll.

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Gerry L. Shanks has been informed that his press has no objection to our using Mr. L. Shanks' stories from his books if we decide to do weekly articles in the local paper.

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All N.E. Conference. Pauline reported that the next meeting will be held February 26. Due to the excessive number of workshops this year (22-60) they are going to have some workshops on Thursday.

International Festival: This year's festival will be held on April 16-17 at FPK. Due to the fact that April will be such a busy month with the 25th

Anniversary celebration in Sherbrooke, the All N.E. Conference and the possibility of moving the library, it was decided we would not participate this year.

COMMITTEE  
REPORTS

Library Board: Connie Hamel, reported her helpers are busy relabeling the repertories. Pauline suggested we contact the Atlantic Binders to get a price on rebinding the blue Drouin books with a stitched binding. Jan Borkhart, of the Woonsocket Society is investigating prices in her area. If her price is better we may want to use their binder.

Computer/Publications: Roland Marchand reported he has receive 7 packs of St. Augustin births that have been input and are ready for proof reading. He also has someone working on St George's marriages . They can't be photo copied because they are in blue ink. Mark Gauthier has given us permission to reproduce his book of St.Paul's in Franklin,NH. and make necessary corrections. Roger Lawrence talked with Bob Gaudet in Nashua about St. Louis, but he is still reluctant to turn over his work to us to finish. Blessed Sacrament was ready to go to the printer but Pauline discovered a few notations that should have been omitted. She is going to check it before it is printed. St Edmonds is nearly finished, only the deaths remain to be proof read. Pauline has drafted a letter to Winooski, Vt in regard to doing their church which has already been entered on cards.

Publicity: Al Hamel reported he has given a couple of talks, one to the Richeleau Club and he has been on Bon Jour.

*Lee*

Editorial: Issue #59 has gone to the printer and will contain the index for the 4 issues in 1993.

NEW BUSINESS

Gerry reported we now have new "English" fan charts with and without the numbers. We also have 14 generation parchment charts that we are printing and also we have purchases the copyright for the New England states and Maritime Provinces. Gerry suggested that because we have to print such a large quantity for it to be economical, we should try to sell wholesale to other French-Canadian societies.

*Canadians*

The meeting was adjourned at 9:20 pm.  
The next meeting will be March 10, 1994.

Respectfully submitted,

*Judith A. Arseneault*

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Recording Secretary



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**AMERICAN CANADIAN  
GENEALOGICAL SOCIETY**

**INTEROFFICE  
MEMORANDUM**

**TO:** The Board of Directors  
**FROM:** P. Cusson, President   
**DATE:** February 28, 1994  
**SUBJECT:** ROCHE & COMPANY - MARKET STUDY

Contrary to our decision of January 25th to hire a professional to do a study of the area before proceeding with a capital campaign fund, we have taken a different tact for the following reasons:

As of the February board meeting we had not received the proposal. It was faxed to me on Feb. 11. The original arrived at the Library on the 16th. I had asked Julie to show it to those board members who happened to be at the Library when she delivered it for their input, as I did not feel comfortable with some parts of the proposal.

On Saturday the 19th, Gerry Nash & I had more discussions about the proposal and the non-response of 95% of the board members for the list of contacts that Mr. Popp would need in order to do his study. On Monday, Gerry Nash, Gerry Lalonde, Al Hamel and I met at the library to discuss alternatives to spending the \$4500 ± for Mr. Popp's study.

Gerry Nash had stopped at St. Joseph's hospital to see about the giving tree they had used as a fund raiser. Our meeting on Monday centered around this concept with the idea of going to our membership "first"; and then approaching the foundations and corporations for grants. We will still need .30 or so volunteers to make follow-up phone calls once the brochures have been mailed to the membership. Gerry Nash has offered to let us use his offices and phones for the evening call sessions. Gerry Lalonde will be recruiting these callers from the local members who frequent our library and from the board members. Judy & I are updating our membership list to include phone numbers but, we will need some volunteers to spend time in the City library getting phone numbers from the various out-of-town phone books or from the CD service available at the library. We may also be able to get a contribution of time & service from Dick Eastman of CompuServ who is also a member.

**Memo: Board of Directors - ACGS  
February 28, 1994**

**Page 2.**

**Gerry Lalonde is checking with Bank of NH. to see if they will set us up to offer an alternative of using credit cards to make donations.**

**Subsequent to the meeting on Monday, Gerry Nash contacted the professional who directed the fund raiser for St. Joseph's Hospital (Seth Ames). Seth was also a presenter at the conference Gerry Lalonde attended in Woodstock VT. It happens that Seth's secretary (surname of Brown) is a genealogy addict too! She is already planning to attend the All New England conference in April. They are both very enthused about the project and confident that we can raise \$200,000 by selling leaves on this tree at various levels. There are 4 or 5 levels of giving. For a \$50,000 an individual can have the library named after him or her!**

**When we "kick-off" the fund raiser, we will do publicity for the paper with pictures, etc. etc. and hopefully even get a feature article. Mr. Ames' has agreed to help us develop the strategy/brochures needed for us. His fee is "Thank You." Besides, Seth has a French connection on his mother's side which Larry Autotte did find.**

**Pauline Cote, I think we need to develop an additional mailing list from the RS files of those people for whom we did research but who did not join the society. Even those we weren't able to help - maybe in the near future if we raise enough money we can enhance our collection to be able to help "other than" Franco Americans!**

**I spoke to the President of the Pawtucket group to see if they will mail our fund raiser brochures to their membership for us (at our cost, of course) or sell us a set of their labels. Their constitution does not allow them to give out their labels. We can provide the brochures etc. for them to include in a mailing of their own. That could get confusing for their members, especially if they have to use their own envelopes.**

**The reason for this memo is to inform you before the next board meeting of what has been developing on a day-to-day basis. I've been trying to keep Larry updated and if you have questions on what has been happening, feel free to call me or Larry or save them for the Board meeting.**

**See you on March 11. Gerry Nash will have an update for you on the demolition repair work going on in the building.**

**/p**

INCOME/EXPENSE STATEMENT  
2/ 1/94 Through 2/28/94

94-All Accounts  
3/ 3/94

Category Description	2/ 1/94- 2/28/94
<b>INCOME/EXPENSE</b>	
<b>INCOME</b>	
1.0 MEMBERSHIP:	
1.1 Dues	1,890.00
	-----
TOTAL 1.0 MEMBERSHIP	1,890.00
2.0 PUBLICATION:	
2.1 Repertoires	181.95
2.3 Video S & R	8.00
2.4 Other	154.00
	-----
TOTAL 2.0 PUBLICATION	343.95
3.0 GENEALOGIST:	
3.1 Genealogist	147.80
	-----
TOTAL 3.0 GENEALOGIST	147.80
4.0 LIBRARY:	
4.1 Photocopy	241.59
4.2 Maps-Charts	140.59
4.3 Guest Fees	54.00
	-----
TOTAL 4.0 LIBRARY	436.18
5.0 RESEARCH:	
5.1 Income	270.00
	-----
TOTAL 5.0 RESEARCH	270.00
7.0 ACGS:	
7.2 Bldg Fund	545.00
7.8 Ckg Act Int	2.92
	-----
TOTAL 7.0 ACGS	547.92
	-----
TOTAL INCOME	3,635.85
<b>EXPENSES</b>	
12.0 PUBLICATIO:	
12.1 Postage	14.36
12.2 Supplies	63.95
12.3 Printing	-50.00
	-----
TOTAL 12.0 PUBLICATIO	28.31
13.0 GENEALOGIS:	
13.1 Postage	6.65
	-----
TOTAL 13.0 GENEALOGIS	6.65
14.0 LIBRARY:	
14.2 Supplies	43.60
14.3 Maintnace	11.00
14.4 Printing	36.00
	-----
TOTAL 14.0 LIBRARY	90.60
15.0 RESEARCH:	

INCOME/EXPENSE STATEMENT  
2/ 1/94 Through 2/28/94

4-All Accounts  
3/ 3/94

Category Description	2/ 1/94- 2/28/94
15.3 Returns	79.00
15.4 Other	20.00
-----	
TOTAL 15.0 RESEARCH	99.00
16.0 CONFERENCE:	
16.1 Postage	400.00
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TOTAL 16.0 CONFERENCE	400.00
17.0 ACGS:	
17.1 Postage	29.00
17.2 Supplies	143.06
17.3 Rent	350.00
17.4 Telephone	37.19
17.5 Insurance	391.00
17.7 Bank Chg	4.50
17.8 Other	68.00
-----	
TOTAL 17.0 ACGS	1,022.75
18.0 BUILDING:	
18.3 Water	25.69
-----	
TOTAL 18.0 BUILDING	25.69
-----	
TOTAL EXPENSES	1,673.00
-----	
TOTAL INCOME/EXPENSE	1,962.85
=====	

BALANCE SHEET  
As of 2/28/94

4-All Accounts  
3/ 3/94

Acct	2/28/94 Balance
<b>ASSETS</b>	
Cash and Bank Accounts	
ARCHIVIST FUND	0.00
BLDG FUND BNH	14,548.34
BOOK FUND	0.00
CASH ON HAND	0.00
CHECKING BNH	3,779.86
CHECKING SMB	471.78
CHEQUING	1,235.05
RESEARCH FUND	0.00
SAVINGS SMB 07	594.10
<b>Total Cash and Bank Accounts</b>	<b>20,629.13</b>
Other Assets	
BOOK INVENTORY	113,494.95
FURN. & EQUIP.	30,120.48
LIBRARY BLDG.	107,157.79
PUBLICATIONS	21,000.00
<b>Total Other Assets</b>	<b>271,773.22</b>
<b>TOTAL ASSETS</b>	<b>292,402.35</b>
<b>LIABILITIES &amp; EQUITY</b>	
LIABILITIES	
Other Liabilities	
BUILDING LOAN	30,936.00
<b>Total Other Liabilities</b>	<b>30,936.00</b>
<b>TOTAL LIABILITIES</b>	<b>30,936.00</b>
<b>EQUITY</b>	<b>261,466.35</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>292,402.35</b>

ARCHIVIST FUND	Previous Balance	5,421.72
	Income From Dues	378.00
	Books Purchased	15.00
	<b>New Balance</b>	<b>5,784.72</b>
RESEARCH FUND	Previous Balance	6,192.35
	Income	270.00
	Returns & Expenses	99.00
	<b>New Balance</b>	<b>6,363.35</b>