

**ACGS BOARD OF DIRECTORS MEETING
AGENDA - FEBRUARY 1995**

Date: 9 Feb 1995
Time: 6:30 PM
Place: ACGS Library

- I. Call to Order -
- II. Roll Call - Lucille Lagasse, Judy Arsenault & Bob Paquet excused.
- III. Recording Secretary - Minutes of 12 Jan 1995 meeting.
- IV. Treasurer's Report - January 1995
Pledge & Contribution Update
- V. President's Report
Appointment of Don Chaput as director for Morency term
Library Preparation for rental of lower floor rooms
Meeting with Dick Eastman regarding CompuServe
Communication with Claude Drouin
Resignation of Connie Hamel as Library Director

Vice President's Report
Spring 1995 Conference Update
Fall 1995 New England Conference
- VI. Committee Reports
 - a. Library - Diane Lavoie
Aquisitions - Bob Maurier
 - b. Research-Publications - Pauline Cote
Infant Jesus Parish
other parish projects
 - c. Computer - R Marchand
 - d. Publicity - Lucille Lagasse
 - e. Building - Ray Defosses
Heating System
Vandalism again
 - f. Editorial - Anne Marie Perrault
 - g. Grant Writing - A M Perrault
- VII. Unfinished Business
Business contacts for contributions - Committee?
- VIII. New Business
Lower floor cleaning & repair approval & appropriation
Change by-laws to add Building Committee
- IX. Adjournment - Next meeting 9 February 1995

ACGS
MEETING OF BOARD OF DIRECTORS
09 FEB 1995

CALL TO ORDER A regular meeting of the Board of Directors was held on Thursday 09 February 1995 at the ACGS library. President Roger Lawrence called the meeting to order at 18:46.

ROLL CALL Judy Arseneault, Lucille Lagassé, Gerry Nash, and Bob Paquette were excused. Diane Lavoie had resigned from the Board. A quorum was present.

RECORDING SECRETARY The notes of the 19 January 1995 meeting were reviewed. A correction was offered to spell Norma [K]erry as Norma Perry. Notes will be filed as corrected. Also reviewed were the notes taken at the special meeting held on Saturday January 1995. A correction was offered to change the cut in the bookcases (mentioned in "other business") from [1 1/4"] to 1 1/2". These notes will also be filed as corrected.

TREASURER'S REPORT Brenda Costello noted that there was a \$24,524 balance to be collected on pledges to the building fund — 1/2 this year and 1/2 next year. She said that we had received about \$6,000 (\$3,200 in "new money") for the fund in January. We have about \$12,000 available for books, etc. She distributed cash flow statements (actual for 1994 and planned for 1995) for Board review. The Mark Gauthier memorial fund now has \$45; this should increase after the next issue of the journal. A report on the Acadian portraits: Gerry Lalonde may purchase the remaining ones for the library. We're paying 10.5% interest on our loan, so Brenda suggested that we use some of the reserve in the bank to lower the debt. **Pauline Cusson moved** that we pay \$5,000 on the building note; **Pauline Côté seconded; motion carried.** Roger Lawrence asked if we had received the service contract on the second copier; Brenda replied no. Roland Marchand asked about the \$21,000 for "publications"; Brenda replied that it represented an "insurance" value for our repertoires, etc. A note that item 18.6 is for the fire alarm. Pauline Cusson mentioned to Brenda that we'd need a rider from the insurance company for the spring conference. The treasurer's report will be filed for audit.

PRESIDENT'S REPORT Roger remarked that meeting notes indicate that we don't often come to a resolution on some items. Don Chaput to fill the rest of Leo Morency's term — through the fall 1995 meeting. There was a discussion on preparing the rooms on the lower floor for rental. A wall and a door need to be constructed in the northeast room; we should dump the piano; we should leave the built-in cabinets in place. **Bob Maurier** suggested that, in a pinch, the big room on that level

could be used for one of our conferences. He then **moved** that we clean up the lower level immediately; **Roland seconded; motion carried.** Concerning the meeting the Board had with Dick Eastman, we understand that he can get us a "good rate" on CompuServe without surcharges, for access to its genealogy forum. We could get some good exposure from this. It was reported that Roger Cassavant would take on the task of answering questions on the forum for the ACGS; however, he is only at the library one day a week. Jack Stanton offered to demo the forum at some time to the BOard on his notebook. Most thought that we should wait until we get our new PC before subscribing to CompuServe. **Pauline Côté moved** that we table this item; **Anne-Marie Perrault seconded; motion carried.** Regarding the Drouin films, the general feeling was that we should return them. Pauline Cusson will be going to Canada and will bring them with her. She asked if she should request that she be allowed to take the female marriage films back to ACGS to keep until we receive the replacement pages from M Drouin. [No apparent objection to this.] When these pages are returned, we'll have to have a work session to assemble them to get them ready for the binder's. The cabinets to house the Drouin books are "in progress". Roger was under the impression that Connie Hamel's resignation was to take effect this month; not so --- next month. As Diane Lavoie will be taking over as library director, she felt she could not stay on as a Board member. Ray Desfosses will take her place.

VICE-PRESIDENT'S REPORT

Pauline Cusson reported that we have another potential speaker for the spring conference --- a Jerome Anderson from the New England Historic Genealogical Society. (He needs only to check his schedule for any conflicts.) We need one more --- perhaps someone to speak on the Acadians, or perhaps one on Native Americans. An individual from "New Hampshire Crossroads" on Channel 11 was mentioned. Phyllis Schafer (née Bourque) sent Pauline a letter praising the letter in the journal on Mark Gauthier and included a donation to his memorial fund. Anne-Marie said there are several who donated for this and that Brenda has the records. No major news on the All New England Conference. They have been developing by-laws and are still discussing the choice of partnership vs. incorporation. It was thought that the 27 societies should incorporate as a non-profit organization; however, we do profit and so may have to go as a partnership or as a for-profit corporation and pay the required taxes. The purpose of incorporation is defense against liability. If we incorporate, the address will be in Massachusetts.

COMMITTEE REPORTS

Library (Acquisitions): Bob Maurier reported that ACA members enter the library free, but must show proof of membership in that organization.

Research: Pauline Côté stated that things are proceeding much better lately. There are fewer requests that cannot be fulfilled. Infant Jesus is now done; are working on a parish in Laconia and Notre Dame des Canadiens and St Joseph's of Worcester. Roger asked if we have St Georges' births (baptisms) and deaths (burials); Pauline replied no. She suggested that we could use a locked closet on the top floor for storage of our masters and certain other documents; all were in agreement with this.

Computer: Roland noted that a St Basil's in Madawaska is to be done (we need a history of this parish). He also suggested that we pursue some older parishes in northern New Hampshire, such as in Groveton and in North Stratford. He has given an ASCII printout of our history holdings to Anne-Marie.

Building: Ray Desfosses has turned down the heat a few degrees. There was some discussion as to whether the furnace installer (Winchester) has done a proper installation. Should the gas have been connected at all? More vandalism; we've had 2 more windows broken. Ray reported that we may soon have a mercury vapor light outside. (This should brighten things and perhaps discourage more vandalism.)

Editorial: Anne-Marie said that journal issue #63 should go to the printer's in about 2 weeks. That would make it a bit late.

Grant Writing: Anne-Marie said that she needs items from the Board, specifically minutes of meetings. She could write the grant application herself, but would like input from the Board. A brainstorming session this coming Sunday (12 February) at 13:00 was suggested. (Per telephone message from Anne-Marie later, this was changed to the evening of Thursday 16 February.)

UNFINISHED BUSINESS

Roger asked about developing a list of business contacts. Perhaps we could do that at the upcoming Sunday meeting.

NEW BUSINESS

Anne-Marie needs help bringing the Manchester city directories from Mark (Gauthier)'s house to the library. There was some talk about purchasing new books and rebinding some others.

ADJOURNMENT

Meeting was adjourned at 21:48. Next regular meeting to be held at the ACGS library on Thursday 09 March 1995.

Respectfully submitted,

John R Stanton
Recording Secretary

		AMERICAN CANADIAN GENEALOGICAL SOCIETY										
		OCTOBER 1994 THROUGH SEPTEMBER 1995										
		ROLL CALL										
		[P = PRESENT				E = EXCUSED				A = ABSENT]		
		<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>SEP</u>
Roger Lawrence	Pres	P	P	P	P	P						
Pauline Cusson	VPres	P	P	P	P	P						
Jack Stanton	RecSec'y	P	P	P	P	P						
Judith Arseneault	CorSec'y	P	P	P	P	E						
Brenda Costello	Treas	P	P	P	P	P						
Donald Chaput	Dir					P						
Pauline Côté	Dir	P	P	P	P	P						
Ray Desfosses	Dir					P						
Albert Hamel		P										
Lucille Lagassé	CoFound	E	E	E	P	E						
Diane Lavoie				P	A							
Roland Marchand	Dir	P	P	P	P	P						
Robert Maurier	Dir	P	P	P	P	P						
Leo Morency		P	A	P								
Gerald Nash	Dir	P	A	P	P	E						
Robert Paquette	Dir	P	E	E	P	E						
Anne-Marie Perrault	Dir	P	P	P	P	P						

BUDGET REPORT
1/ 1/95 Through 1/31/95

94-All Accounts
1/31/95

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Category Description	1/ 1/95 Actual	Priority 1994 Budget	1/31/95 Diff
INCOME/EXPENSE			
INCOME			
1.0 MEMBERSHIP:			
1.1 Dues	2,919.00	2,319.00	600.00
TOTAL 1.0 MEMBERSHIP	2,919.00	2,319.00	600.00
2.0 PUBLICATION:			
2.1 Repertoires	130.00	449.00	-319.00
2.2 Indexes	0.00	0.00	0.00
2.3 Video S & R	10.00	96.00	-86.00
2.4 Other	0.00	200.00	-200.00
TOTAL 2.0 PUBLICATION	140.00	745.00	-605.00
3.0 GENEALOGIST:			
Advertising Income	0.00	0.00	0.00
Back Issues	115.80	34.00	81.80
TOTAL 3.0 GENEALOGIST	115.80	34.00	81.80
4.0 LIBRARY:			
4.1 Photocopy	444.20	149.00	295.20
4.3 Guest Fees	98.00	30.00	68.00
4.4 Classes	0.00	0.00	0.00
4.9 Other	28.30	0.00	28.30
Maps/Charts/Info Sheets	120.25	84.00	36.25
TOTAL 4.0 LIBRARY	690.75	263.00	427.75
5.0 RESEARCH:			
5.1 Income	453.50	528.00	-74.50
TOTAL 5.0 RESEARCH	453.50	528.00	-74.50
6.0 CONFERENCE:			
6.1 Attend. Fee	0.00	0.00	0.00
6.2 Raffle	0.00	0.00	0.00
6.3 Other	0.00	0.00	0.00
TOTAL 6.0 CONFERENCE	0.00	0.00	0.00
7.0 SOCIETY:			
7.2 Bldg Fund	6,101.00	1,795.00	4,306.00
7.5 Sav Act Int	1.44	41.00	-39.56
7.6 Bld Fnd Int	0.00	14.00	-14.00
7.8 Ckg Act Int	16.04	9.00	7.04
7.9 Other	270.00	0.00	270.00
Grants Received	0.00	0.00	0.00
TOTAL 7.0 SOCIETY	6,388.48	1,859.00	4,529.48

BUDGET REPORT
1/ 1/95 Through 1/31/95

94-All Accounts
1/31/95

Category Description	1/ 1/95 Actual	Priority 1994 Budget	1/31/95 Diff
TOTAL INCOME	10,707.53	5,748.00	4,959.53
EXPENSES			
11.0 MEMBERSHIP:			
11.1 Postage	0.00	0.00	0.00
11.2 Supplies	90.00	0.00	90.00
11.3 Maine	0.00	180.00	-180.00
TOTAL 11.0 MEMBERSHIP	90.00	180.00	-90.00
12.0 PUBLICATIO:			
12.1 Postage	0.00	15.00	-15.00
12.2 Supplies	109.90	0.00	109.90
Repertoires	250.00	239.00	11.00
TOTAL 12.0 PUBLICATIO	359.90	254.00	105.90
13.0 GENEALOGIS:			
13.1 Postage	153.30	115.00	38.30
Genealogist	2,760.00	0.00	2,760.00
TOTAL 13.0 GENEALOGIS	2,913.30	115.00	2,798.30
14.0 LIBRARY:			
14.1 Postage	0.00	0.00	0.00
14.2 Supplies	110.41	1.00	109.41
14.5 Other	0.00	0.00	0.00
Copiers & Viewers Maint	0.00	22.00	-22.00
Maps-Charts-Info Sheets	1,200.00	1,062.00	138.00
TOTAL 14.0 LIBRARY	1,310.41	1,085.00	225.41
15.0 RESEARCH:			
15.1 Postage	0.00	29.00	-29.00
15.2 Supplies	30.00	0.00	30.00
15.3 Returns	220.00	30.00	190.00
15.4 Other	40.00	20.00	20.00
TOTAL 15.0 RESEARCH	290.00	79.00	211.00
16.0 CONFERENCE:			
16.1 Postage	0.00	0.00	0.00
16.3 Speakers	0.00	0.00	0.00
16.5 Other	0.00	0.00	0.00
Printing, etc.	0.00	0.00	0.00
TOTAL 16.0 CONFERENCE	0.00	0.00	0.00
17.0 SOCIETY:			
17.1 Postage	4.00	24.00	-20.00
17.2 Supplies	115.33	117.00	-1.67
17.3 Rent	0.00	350.00	-350.00

BUDGET REPORT
1/ 1/95 Through 1/31/95

94-All Accounts
1/31/95

Category Description	1/ 1/95 Actual	Priority 1994 Budget	1/31/95 Diff
17.4 Telephone	140.57	37.00	103.57
17.6 Bad Checks	0.00	0.00	0.00
17.7 Bank Chg	0.00	7.00	-7.00
17.8 Other	32.95	84.00	-51.05
Fund Raising Expense	0.00	0.00	0.00
Other than Bldg.	100.00	1,900.00	-1,800.00
TOTAL 17.0 SOCIETY	392.85	2,519.00	-2,126.15
And Grounds:			
18.1 Heat	1,327.91	0.00	1,327.91
18.2 Electric	186.60	0.00	186.60
18.6 Fire Pro.	480.00	0.00	480.00
18.8 Other Bldg Exp	0.00	0.00	0.00
Bldg & Grounds	382.52	0.00	382.52
Building	0.00	0.00	0.00
Interest Paid - Bldg Loan	558.54	0.00	558.54
Water & Sewer	0.00	0.00	0.00
Total And Grounds	2,935.57	0.00	2,935.57
TOTAL EXPENSES	8,292.03	4,232.00	4,060.03
TOTAL INCOME/EXPENSE	2,415.50	1,516.00	899.50

ACGS BALANCE SHEET
As of 1/31/95

94-All Accounts
1/31/95

Acct	1/31/95 Balance
ASSETS	
Cash and Bank Accounts	
ARCHIVIST FUND	0.00
BLDG FUND BNH	6,536.81
BOOK FUND	0.00
CASH ON HAND	28.00
CHECKING BNH	348.54
CHECKING SMB	0.00
CHEQUING	1,223.75
PETTY CASH	77.77
RESEARCH FUND	0.00
SAVINGS SMB 07	659.01
Total Cash and Bank Accounts	8,873.88
Other Assets	
BLDG FUND PLEDG	0.00
BOOK INVENTORY	115,855.15
FURN. & EQUIP.	44,729.40
GAS CO. DEPOSIT	2,100.00
LIBRARY BLDG.	177,221.24
PUBLICATIONS	21,000.00
Total Other Assets	360,905.79
TOTAL ASSETS	369,779.67
LIABILITIES & EQUITY	
LIABILITIES	
Other Liabilities	
BUILDING LOAN	62,500.00
Total Other Liabilities	62,500.00
TOTAL LIABILITIES	62,500.00
EQUITY	307,279.67
TOTAL LIABILITIES & EQUITY	369,779.67

INCOME & EXPENSE STATEMENT
1/ 1/95 Through 1/31/95

94-All Accounts
1/31/95

Page 1

Category Description	1/ 1/95- 1/31/95
INCOME/EXPENSE	
INCOME	
1.0 MEMBERSHIP:	
1.1 Dues	2,919.00
	2,919.00
TOTAL 1.0 MEMBERSHIP	2,919.00
2.0 PUBLICATION:	
2.1 Repertoires	130.00
2.3 Video S & R	10.00
	140.00
TOTAL 2.0 PUBLICATION	140.00
3.0 GENEALOGIST:	
Back Issues	115.80
	115.80
TOTAL 3.0 GENEALOGIST	115.80
4.0 LIBRARY:	
4.1 Photocopy	444.20
4.3 Guest Fees	98.00
4.9 Other	28.30
Maps/Charts/Info Sheets	120.25
	690.75
TOTAL 4.0 LIBRARY	690.75
5.0 RESEARCH:	
5.1 Income	453.50
	453.50
TOTAL 5.0 RESEARCH	453.50
7.0 SOCIETY:	
7.2 Bldg Fund	6,101.00
7.5 Sav Act Int	1.44
7.8 Ckg Act Int	16.04
7.9 Other	270.00
	6,388.48
TOTAL 7.0 SOCIETY	6,388.48
TOTAL INCOME	10,707.53
EXPENSES	
11.0 MEMBERSHIP:	
11.2 Supplies	90.00
	90.00
TOTAL 11.0 MEMBERSHIP	90.00
12.0 PUBLICATIO:	
12.2 Supplies	109.90
Repertoires	250.00
Video Expense	50.00
	410.00

INCOME & EXPENSE STATEMENT
1/ 1/95 Through 1/31/95

94-All Accounts
1/31/95

Page 2

Category Description	1/ 1/95- 1/31/95
TOTAL 12.0 PUBLICATIO	409.90
13.0 GENEALOGIS:	
13.1 Postage	153.30
Genealogist	2,760.00
Supplies	19.99
	2,933.29
TOTAL 13.0 GENEALOGIS	
14.0 LIBRARY:	
14.2 Supplies	110.41
Maps-Charts-Info Sheets	1,200.00
	1,310.41
TOTAL 14.0 LIBRARY	
15.0 RESEARCH:	
15.2 Supplies	30.00
15.3 Returns	220.00
15.4 Other	40.00
	290.00
TOTAL 15.0 RESEARCH	
17.0 SOCIETY:	
17.1 Postage	4.00
17.2 Supplies	115.33
17.4 Telephone	140.57
17.8 Other	32.95
Other than Bldg.	100.00
	392.85
TOTAL 17.0 SOCIETY	
And Grounds:	
18.1 Heat	1,327.91
18.2 Electric	186.60
18.6 Fire Pro.	480.00
Bldg & Grounds	382.52
Interest Paid - Bldg Loan	558.54
	2,935.57
Total And Grounds	
	8,362.02
TOTAL EXPENSES	
	2,345.51
TOTAL INCOME/EXPENSE	2,345.51