

ACGS
MEETING OF THE BOARD OF DIRECTORS
11 June 1998

✓ **CALL TO ORDER**

✓ **ROLL CALL**

✓ **RECORDING SECRETARY (MINUTES)** (Jack S.)

✓ **TREASURER'S REPORT** (Gerry L.)

VICE-PRESIDENT (Bob P.)Buildg.

✓ **PRESIDENT** Amos F. ;✓Conflict of interest; ✓LDS-no news; ✓Web page; ✓Donation Depot;
✓Drouin films

✓ **CORRESPONDING (MAP)**
SECRETARY

✓ **COMMITTEE**
REPORTS

✓ **Acquisitions:** (Bob M.)

✓ **Buildings & Grounds** (Bob P.)

✓ **Computers** (Roland M) see report; PRDH

✓ **Conferences** (Pauline C.) 25th Anniv Comm.Rpt, ACGS Sales Table.

✓ **Editorial** (AMP) see report

LIBRARY (MJC) see report

✓ **MEMBERSHIP** See report

✓ **PUBLICITY** (Announced closure dates: 26 Jun--5 July)

✓ **PUBLICATIONS** See report

✓ **RESEARCH** (Constance H.) See report

✓ **INTERNET** (Don C) see report;

✓ **INVENTORY**

✓ **OBITUARY REPORT**

✓ **OLD BUSINESS** Bldg Ren; Web;

NEW BUSINESS Amos

ADJOURNMENT

Next meeting: 9 July 1998
1830 hours

**ACGS
MEETING OF BOARD OF DIRECTORS
11 JUNE 1998**

CALL TO ORDER A regular meeting of the Board of Directors was held on Thursday 11 June 1998 in the library. The meeting was called to order by president Albert Hamel at 18:31.

ROLL CALL A quorum was present. Bob Paquette, Roger Lawrence, Mary Anna Paquette, Don Chaput, and Mary Jean Colburn were excused.

RECORDING SECRETARY **Anne-Marie Perrault** moved acceptance of last month's minutes with minor changes; **Sam Harris** seconded; motion carried.

TREASURER'S REPORT No questions; to be filed for audit. [See attachment 4.]

VICE PRESIDENT [No report.]

PRESIDENT Al Hamel called for a moment of silence for Amos Fairfield. He would like to be able to purchase a leaf for the tree in his memory; also would like to buy some books for the same purpose. [See attachment 1.]

Conflict of interest (NH Atty General): Al Hamel noted that there were 2 options specified in the AG's letter. **Gerry Nash** moved that we accept sample 1 of the letter; **Anne-Marie Perrault** seconded; Roland Marchand would like a month to study the options; (Al Hamel has tried to talk to our attorney (James Normand) re this); (Al Hamel would like Jack Stanton to prep this policy for inclusion in the upcoming bylaws revision); **motion carried**. (**Roland Marchand** voted nay). [See attachment 2.]

Nominating committee proposed changes to bylaws: **Anne-Marie Perrault** moved that we choose the option which limits slate to one candidate per office; **Gerry Nash** seconded; **motion carried** (**Jack Stanton** voted nay).

Re nominating committee, Al Hamel asked who might be interested in being on the nominating committee. Anne-Marie Perrault suggested that, since there are board members absent, we should wait until next month.

Bob Maurier asked if we had an item in the bylaws which allows items to be brought up at the annual meeting that were not mailed out. Jack Stanton said there was.

LDS: no further news.

Donation Depot: didn't find any carpet tiles.

Drouin films: Al Hamel said that, several months ago, Pauline Cusson had heard from Daniel Olivier (director of the Salle Gagnon in Montréal) that the RI society had bought a negative copy for about \$186,000 (CAN?). Al Hamel said that there is much more than B-M-D in these films. The data are not indexed. There are 2,300+ rolls. Al Hamel thinks that we should, at least, consider purchasing these. Woonsocket now has the rights to these films. It does appear, however, that we could purchase it in Canada, notwithstanding these rights. If we were to purchase one, we could enter into an agreement with the Woonsocket group to act as backups for each other. General feeling was that we should pursue these ideas.

Al Hamel reported that there is a current flap in the Canadian census; records after 1911 may no longer be public information ever.

CORRESPONDING
SECRETARY

[See attachment 5.]

COMMITTEE REPORTS

Acquisitions: No further word from the Québec bishops.

Buildings and Grounds: [No report.]

Computers: [See attachments 6 and 7.] Some discussion about making the PRDH available via a network on more than one PC. Anne-Marie Perrault suggested that Roland Marchand talk to Joe Turnbull about networking. CD #2 = 1766-1799. Price is \$3,500 for single user and \$5,000 for a network license. Gerry Lalonde said that, at the end of this month, we'd have about \$5,000. **Gerry Nash moved** that we buy the \$5,000 one; **Bob Maurier seconded; motion carried.** We should check to see if the price is in dollars Canadian.

Conferences: Al Hamel asked if we should have a sales table at the fall conference. It depends on whether we can staff it. Gerry Lalonde suggested that we might get some library volunteers to staff the table. Bob Maurier said he could help with sales and could transport. Gerry Lalonde said that he could help with transport. Consensus is that we have a table.

Editorial: [See attachment 8.] Gerry Nash suggested, since we pay postage for the American-Canadian Genealogist by the pound, we could consider using lighter weight paper.

Library: [See attachment 11.]

Membership: [No report.]

Publicity: Al Hamel reported that we posted on the net that we would be closed from 26 June through 05 July. He said that we will have some space on the Federated Arts calendar.

Publications: [See attachment 9.]

Research: [See attachment 3.] Constance Hébert explained the new report format. Relative to earlier entries in the "aging" report, she explained that those had been completed. Any questions, E-mail her.

Internet: [See attachment 10.] Our web site still has an "under construction" sign.

Inventory: [No report.]

Obituary: Anne-Marie Perrault reported that we're putting out about 2-3 books a week. The project will never end.

OLD BUSINESS

Gerry Lalonde asked that we keep our eyes open for boxes (for the move). Liquor stores are a good source for uniformity. We'll need 250-300 boxes.

Anne-Marie Perrault asked if we should consider adding a banner on the American-Canadian Genealogist for Amos similar to that when Marc died.

Building renovations are "on schedule".

NEW BUSINESS

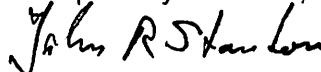
Al Hamel said that he had talked to Gerry Lalonde about our annual cash flow it's about \$175,000. We should consider budgeting. Get projections from the various departments. We need volunteers to help Gerry Lalonde with the process. Projected expenses should be tied to goals. The Drouin films are a large expense; an elevator will cost about \$130,000. Gerry Nash brought up the idea that we should reconsider seeking grants. Gerry Lalonde suggested that a Robert Lister could be contacted to help us with our grant writing.

Bob Maurier noted that the first two bookcases (in the south side of the second floor) are too close together. When we move the furniture, we should consider rectifying this. Good item for the library board.

ADJOURNMENT

Jack Stanton moved adjournment at 20:13; Gerry Lalonde seconded. Next meeting at the library on Thursday, 09 July 1998 at 18:30.

Respectfully submitted,



John R Stanton

Recording Secretary

IN MEMORIAM

On June 4, 1998, our friend, Amos Fairfield, passed away. In honor and appreciation for his many services to ACGS, we are establishing a trust fund in order to purchase a "leaf" on our 'Tree of life'. All donations may be given to the receptionist at the front desk. A check may be made out to the ACGS society for this purpose. Please indicate in the memo section -for Amos.

Amos Fairfield

EAST KINGSTON — Amos Fairfield, 75, of Depot Road, died June 4, 1998, at his home after a long illness.

Born June 7, 1922, in Wilton, he was the son of Edmund and Velma (Nickerson) Fairfield.

He attended schools in Wilton before joining the U.S. Army.

He served in the Asiatic-Pacific theater during World War II and was a survivor of Pearl Harbor.

He married Barbara L. Thompson in June 1946 in Arlington, Mass.

They lived in suburban Boston, where he worked for many years as a truck mechanic supervisor. He retired in 1982.

He moved to Brentwood in 1975 and a year later settled in East Kingston.

Mr. Fairfield was a member of American Canadian Genealogy Society for more than 20 years. He often volunteered at the ACGS Library in Manchester, doing research.

He was also a member of the Pearl Harbor Survivors.

Family members include his wife of East Kingston; two daughters, Brenda J. Doyle of Gloucester, Mass., and Sonja K. Onessimo of Exeter; a son, Lawrence E. Fairfield of Kingston; three grandchildren; a great-grandchild; three brothers, Otis Fairfield of Milford, Winston Fairfield of Wilton and Alvin Fairfield of Concord; four sisters, Christine Sonn of Montague, Mass., Helen Lorette of Nashua; Margaret Shaw of Texas and Velma Swain of Nashua; and many nieces and nephews.

SERVICES: There are no calling hours.

A memorial service will be held at the convenience of the family.

Donations may be made to Seacoast Hospice Division, 10 Hampton Road, Exeter 03833.

Affordable Funeral and Cremation Services, a Division of Nutfield Funeral Home, 3 Windham Road, Derry, is in charge of arrangements.

Research Dept. Activity Report

<i>DATE REC'D</i>	<i>SURNAME</i>	<i>LINE</i>	<i>RS DONE Y</i>	<i>DATE MAILED</i>	<i>AMOUNT BILLED</i>	<i>DATE BILLED</i>	<i>REMARKS</i>
05-May-98	Edmundson	Shores	Yes	28-May-98	\$0.00		Cud not find
05-May-98	Harris	Harris	Yes	22-May-98	\$0.00		Cud not find - limited NY records
05-May-98	Pike	Lalonde	Yes		\$20.00	28-May-98	PDC 5-28-98
05-May-98	Plybon	Plybon	Yes	28-May-98	\$0.00		No VA or WVA records - referred to LDS locally
05-May-98	Syrja	Guerette	Yes		\$5.00	22-May-98	Only found family history in files
08-May-98	Bennett	Barter					To do
08-May-98	Benoit	Benoit/Benway	Yes	28-May-98	\$0.00		Cud not find
08-May-98	Bouvier	Bouvier	Yes		\$20.00	28-May-98	PDC 5-28-98
08-May-98	Brown	Gelineau		28-May-98			Asked if she wants verification - line is back to France
08-May-98	Dubois	Domine	Yes		\$20.00	28-May-98	PDC 5-28-98
08-May-98	Dubois	Cavelier	Yes		\$7.50	28-May-98	1 generation + parents in France
08-May-98	Dumais	Ouellette	Yes	28-May-98	\$0.00		Cud not find
08-May-98	Dumais	CURAVOO	Yes	28-May-98	\$0.00		Cud not find
08-May-98	Greenwood	Montigny					To do
08-May-98	Greenwood	Bonnoyer	Yes	28-May-98	\$0.00		Cud not find
08-May-98	Joyal	Achin	Yes				PDC 5-18-98
08-May-98	Kohls	Phillips	No	28-May-98			Rfrd to Ontario Archives

Monday, June 08, 1998

<i>DATE REC'D</i>	<i>SURNAME</i>	<i>LINE</i>	<i>RS DONE Y</i>	<i>DATE MAILED</i>	<i>AMOUNT BILLED</i>	<i>DATE BILLED</i>	<i>REMARKS</i>
08-May-98	Peters	Arsenault	Yes		\$20.00	04-Jun-98	PDC 6-4-98
08-May-98	Peters	Ducette	Yes	28-May-98	\$0.00		Cud not find - chk'd ON4B, PEI 1 & 2
08-May-98	Peters	Arseneaux	Yes		\$20.00	04-Jun-98	PDC 6-4-98
11-May-98	Towler	Choquette	Yes	28-May-98	\$0.00		Add'l info needed
15-May-98	Albanese	LeCour	Yes				PDC 5-28-98
15-May-98	Dorden	Olivier	No	19-May-98	\$0.00	19-May-98	Advised to contact VR @ Trois-Rivieres.
15-May-98	Kohls	Kohls	Yes	28-May-98	\$0.00		Rfrd to Ontario Archives
16-May-98	Banner	Noel					Requested add'l info 5-18-98
16-May-98	Gagnon	Gagnon	Yes		\$20.00	05-Jun-98	PDC6-5-98
16-May-98	Pineault	Laroche	Yes	28-May-98	\$0.00		Cud not find
16-May-98	Pineault	Duquet					To do
20-May-98	Coporale	Lavoie					Requested add'l info 5-22-98
20-May-98	Nichols	Croteau	Yes		\$20.00	28-May-98	PDC 5-28-98
20-May-98	Nichols	Grondin	Yes		\$20.00	28-May-98	PDC 5-28-98
20-May-98	Paquette	Milot/Dupont					Add'l info requested 5-22-98
27-May-98	Hebert	Hebert	Yes	28-May-98	\$40.00	27-May-98	
28-May-98	Robinson	Parker	Yes	04-Jun-98	\$0.00		Cud not find

Research Dept. Aging Report

<i>DATE REC'D</i>	<i>SURNAME</i>	<i>LINE</i>
22-Apr-98	Hulse, Jr.	Various surnames
28-Apr-98	Voglewede	Durivage
08-May-98	Bennett	Barter
08-May-98	Greenwood	Montigny
15-May-98	Gingras	Forgette
16-May-98	Pineault	Duquet

Reasearch Dept. Income Report

DATE PAID
by Month

SURNAME

AMOUNT
PAID

DATE PAID

May 1998

<i>Albanese</i>	<i>\$20.00</i>	<i>5/13/98</i>
<i>Dion</i>	<i>\$5.00</i>	<i>5/4/98</i>
<i>Dion</i>	<i>\$10.00</i>	<i>5/4/98</i>
<i>Hebert</i>	<i>\$40.00</i>	<i>5/27/98</i>
<i>Lemon</i>	<i>\$20.00</i>	<i>5/26/98</i>
<i>Lemon</i>	<i>\$20.00</i>	<i>5/26/98</i>
<i>Morin</i>	<i>\$20.00</i>	<i>5/2/98</i>
<i>Soderquist</i>	<i>\$20.00</i>	<i>5/13/98</i>

Grand Total *\$155.00*

06/04/98

AMERICAN-CANADIAN GENEALOGICAL SO

INCOME & EXPENSE

May 1998

Attachment 4

	May '98	Jan - May '98
Income		
1.0 MEMBERSHIP		
1.1 Dues	5,736.50	25,600.00
Total 1.0 MEMBERSHIP	5,736.50	25,600.00
2.0 PUBLICATIONS		
2.3 Repertoires	1,834.75	4,846.10
2.4 Index & Holdings	20.00	233.00
2.5 Jette	400.00	2,400.00
2.6 Video S. R.	0.00	10.00
2.7 Border Crossings	0.00	40.00
Total 2.0 PUBLICATIONS	2,254.75	7,529.10
3.0 GENEALOGIST		
3.1 Back Issues	22.80	560.70
3.2 Advertising	0.00	100.00
Total 3.0 GENEALOGIST	22.80	660.70
4.0 LIBRARY		
4.1 All Copies	338.09	1,417.31
4.2 Maps-Charts-Guides	209.55	1,101.45
4.3 Guest Fees	190.00	790.00
4.5 Beverages	125.25	302.25
4.6 Candy/Snacks	98.33	239.92
4.7 Hats	0.00	19.00
Total 4.0 LIBRARY	961.22	3,869.93
5.0 RESEARCH		
5.1 RS Income	205.00	2,054.10
5.2 Parchemin	45.00	127.00
Total 5.0 RESEARCH	250.00	2,181.10
7.0 SOCIETY		
7.2 Bldg Fund	280.00	1,329.09
7.3 Book Fund	185.00	530.00
7.6 Ckg Act Int	0.00	50.90
7.7 Bld Fnd Int	6.04	92.32
7.8 Sav Act Int	1.46	7.35
7.9 Other	-2.79	-2.32
Total 7.0 SOCIETY	469.71	2,007.34
8.0 BUILDING		
8.1 Rental Inc	1,750.00	10,500.00
Total 8.0 BUILDING	1,750.00	10,500.00
Total Income	11,444.98	52,348.17
Gross Profit	11,444.98	52,348.17
Expense		
11.0 MEMBERSHIP		
11.1 Postage	400.00	800.00

06/04/98

AMERICAN-CANADIAN GENEALOGICAL SOCIETY INCOME & EXPENSE

May 1998

	May '98	Jan - May '98
11.2 Supplies	0.00	69.46
11.3 Maine	160.00	1,398.20
Total 11.0 MEMBERSHIP	560.00	2,267.66
12.0 PUBLICATIONS		
12.1 Postage	0.00	229.65
12.2 Supplies	724.81	951.67
12.3 Print Reps	0.00	2,044.70
12.4 Index & Holdings	0.00	465.50
Total 12.0 PUBLICATIONS	724.81	3,691.52
13.0 GENEALOGIST		
13.1 Postage	0.00	1,227.66
13.2 Supplies	0.00	231.95
13.3 Printing	0.00	4,543.00
Total 13.0 GENEALOGIST	0.00	6,002.61
14.0 LIBRARY		
14.1 Postage	0.00	33.76
14.2 Supplies	158.57	416.76
14.3 Equip Maint	0.00	274.43
14.4 Print Maps & Info	120.00	120.00
14.5 Beverages	0.00	140.00
14.6 Candy/Snacks	0.00	225.49
Total 14.0 LIBRARY	278.57	1,210.44
15.0 RESEARCH		
15.1 Postage	78.00	78.00
15.2 Supplies	0.00	10.39
15.3 Returns	25.00	325.00
15.4 Parchemin	0.00	1,511.00
Total 15.0 RESEARCH	103.00	1,924.39
16.0 CONFERENCE		
16.1 Postage & Printing	650.00	834.88
Total 16.0 CONFERENCE	650.00	834.88
17.0 SOCIETY		
17.1 Postage	97.65	266.66
17.2 Supplies	686.00	1,680.23
17.3 Telephone	48.08	228.80
17.4 Work Comp Ins	0.00	-471.00
17.5 Liab Ins	0.00	1,222.00
17.6 Fire Ins	425.00	1,280.00
17.7 Bank Charge	4.50	18.00
17.9 Other	1,150.00	1,614.95
Total 17.0 SOCIETY	2,411.23	5,839.64
18.0 BUILDING		
18.1 Heat	380.22	4,302.50
18.2 Electricity	199.59	1,233.82
18.3 Water-Sewer	97.58	221.16

06/04/98

**AMERICAN-CANADIAN GENEALOGICAL SOCIETY
INCOME & EXPENSE**

May 1998

	<u>May '98</u>	<u>Jan - May '98</u>
18.5 Maint-Repair	574.50	2,251.62
18.6 Fire Protect	0.00	480.00
18.7 Snow-Grass	0.00	2,190.00
18.8 Loan Interest	349.83	1,749.18
	<hr/>	<hr/>
Total 18.0 BUILDING	1,601.72	12,428.28
Uncategorized Expenses	0.00	0.00
	<hr/>	<hr/>
Total Expense	6,329.33	34,199.42
	<hr/>	<hr/>
Net Income	<u>5,115.65</u>	<u>18,148.75</u>

06/04/98

AMERICAN-CANADIAN GENEALOGICAL SOCIETY

Balance Sheet

As of May 31, 1998

	<u>May 31, '98</u>
ASSETS	
Current Assets	
Checking/Savings	
BUILDING FUND BNH	7,197.02
CHECKING BNH	23,287.97
CHEQUING (Can. Funds)	2,033.37
SAVINGS SMB	715.11
Total Checking/Savings	33,233.47
Accounts Receivable	
ACCOUNTS RECEIVABLE	503.00
Total Accounts Receivable	503.00
Other Current Assets	
CASH ON HAND	70.00
PETTY CASH	200.00
Total Other Current Assets	270.00
Total Current Assets	34,006.47
Fixed Assets	
LIBRARY BUILDING	209,782.24
Total Fixed Assets	209,782.24
Other Assets	
ACGS HOLDINGS	153,694.50
FURN & EQUIP	59,440.03
MDSE FOR RESALE	23,159.89
Total Other Assets	236,294.42
TOTAL ASSETS	<u>480,083.13</u>
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
BUILDING LOAN	39,981.33
Total Long Term Liabilities	39,981.33
Total Liabilities	39,981.33
Equity	
OPENING BAL EQUITY	421,953.05
Net Income	18,148.75
Total Equity	440,101.80
TOTAL LIABILITIES & EQUITY	<u>480,083.13</u>

FUND BALANCES 31-May-98

ARCHIVIST FUND

	Beginning Balance			\$21,622.07
Plus:	Membership	\$5,736.50	20.00%	\$1,147.30
Plus	Border Crossing Income			
Plus	Donations to Book Fund			\$185.00
Less:	Books Purchased/Binding, etc.			<u>\$266.95</u>
	Ending Balance			<u>\$22,687.42</u>

RESEARCH FUND

	Beginning Balance			\$6,200.44
Plus:	Current Month Receipts			\$250.00
Less:	Current Month Refunds			\$25.00
Less:	Postage & Misc. Expenses			
Less:	Purchase of Research Equip.			
	Ending Balance			<u>\$6,425.44</u>

June 5, 1998

TO: Board of Directors

FROM: Corresponding Secretary

SUBJECT: Report for Month of May 1998

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The following correspondence was sent during the month of May:

12 "Thank yous" for donations of money to either the building fund or library fund.  
They were \$25.00 or less.

7 "Thanks yous" for donations of books or equipment.

3 Application packets were sent in response to inquiries about ACGS.

7 Miscellaneous, including "get well" cards to Mike Cote & Ray Desfosses.

29 Total

Respectfully submitted,  
Mary Anna Paquette

**TOTALS - SEPTEMBER 1997 to SEPTEMBER 1998**

| MONTH         | MONEY<br>DONATIONS | BOOKS and<br>Other Donations | INQUIRIES | MISC. | MONTH<br>TOTAL |
|---------------|--------------------|------------------------------|-----------|-------|----------------|
| September     | 12                 | 3                            | 2         | 3     | 20             |
| October       | 19                 | 15                           | 2         |       | 36             |
| November      | 13                 | 3                            | 7         |       | 23             |
| December      | 19                 | 5                            | 3         |       | 27             |
| January       | 18                 | 1                            |           |       | 19             |
| February      | 7                  | 4                            | 9         | 4     | 24             |
| March         | 7                  | 6                            | 11        | 3     | 27             |
| April         | 9                  | 12                           | 6         | 5     | 32             |
| May           | 12                 | 7                            | 3         | 7     | 29             |
| June          |                    |                              |           |       | 0              |
| July          |                    |                              |           |       | 0              |
| August        |                    |                              |           |       | 0              |
| <b>TOTALS</b> |                    |                              |           |       | <b>217</b>     |

Juno e-mail printed Fri, 5 Jun 1998 17:08:52 , page 1

From: "Roland A. Marchand" <ram31@ix.netcom.com>

Return-path: <ram31@ix.netcom.com>

To: Albert Hamel <hamellot@worldnet.att.net>

Cc: Ann-Marie Perreault <amperrault@aol.com>,  
Jack Staton <cw3jack\_stan@juno.com>,  
Marie-Jeanne Colburn <mcolburn@christa.unh.edu>,  
Mary-Anna Paquette <mapaquette@grolen.com>,  
Pauly Labby <malbaiepq@juno.com>,  
Robert Paquette <robpaq@worldnet.att.net>,  
Roger Lawrence <RWMLawrenc@aol.com>, Sam Harris <chrysler@nh.ultranet.com>

Date: Fri, 05 Jun 1998 15:46:41 -0400

Subject: Computer committee report

Message-ID: <35784B21.D5DB0CAB@ix.netcom.com>

X-Status: Read

X-Mailer: Mozilla 4.03 [en] (Win95; I)

To : Al Hamel

From: Roland A. Marchand

No new CD's were acquired.

I have not received any new information on the english version of the PRDH CD.

I did install in computer # 1, two new databases of index to obituaries.

The Manchester, NH index contains approximately 47,000 entries.

The Nashua, NH indexes has about 29,000 entries.

The policy regarding the use of PC's has been generated.

Roland A. Marchand



**Memorandum**

**DATE:** June 1, 1998

**TO:** All board members and library volunteers.

**FROM:** Roland A. Marchand

**RE:** Software installation

Per recommendation of the board of directors, a policy will be established that no software will be installed or copied to any of the ACGS computers without the approval of the computer chairman.

### Report of the Editorial Board

The Editorial Board met on Tuesday, 2 JUN 1998, at American-Canadian Genealogical Society library. Present were: Donald Chaput, Roger Lawrence, Mary Anna Paquette, Melvin Surette, Albert Hamel and Anne-Marie Perrault. Richard Fortin was excused.

Agenda included:

1. Future of ACGenealogist
2. Review of goals, objectives, mission statement
3. Modernization of format, style, fonts
4. Purpose and function of Editorial Board
5. Responsibilities of members of the Editorial Board
6. Increased time and effort required to produce American-Canadian Genealogist
7. Editor's need for assistance

Discussion centered on the advisory capacity of the Editorial Board, as opposed to a production committee. Roger Lawrence agreed to proofread for correct French language, spelling and diacriticals. Melvin Surette will take on greater responsibility for the Acadian Section.

Other topics **discussed** (no decisions made) included:

1. Glossy stock for cover
2. Use of journalism interns
3. Regular "how-to" section
4. Solicitation of ads from members
5. Solicit **short** scholarly articles
6. Use of more white space
7. Request donations to library
8. Encouragement of articles dealing with Midwest and far west

*AMP*  
*11 July 1998*

ATTORNEY GENERAL  
STATE OF NEW HAMPSHIRE

Attachment 2

33 CAPITOL STREET  
CONCORD, NEW HAMPSHIRE 03301-6397

PHILIP T. MCLAUGHLIN  
ATTORNEY GENERAL



STEVEN M. HOURAN  
DEPUTY ATTORNEY GENERAL

May 8, 1998

AMERICAN-CANADIAN GENEALOGICAL SOCIETY OF N.H.  
P. O. BOX 6478  
4 ELM STREET  
MANCHESTER, NH 03108-6478

Re: Registration #3763

Dear Sir/Madam:

I have reviewed the annual report recently submitted for your organization for fiscal year ending 12/31/97. The filing will not be complete until we receive the following information:

All organizations registered with this office are required by law to have a conflict of interest policy; please send us a copy after adoption. Please also provide daytime telephone numbers for the directors, officers and trustees.

Please forward this information to this office as soon as possible. Thank you for your cooperation.

Very truly yours,

A handwritten signature in cursive script that reads "Audrey Blodgett".

Audrey Blodgett  
Paralegal  
Charitable Trusts Unit  
(603) 271-3591

ab  
enclosure

The following paragraphs are *SUGGESTED* language only and are offered here to assist you in preparing provisions for a conflict of interest policy.

### CONFLICT OF INTEREST

#### Sample 1

Any possible conflict of interest on the part of any member of the Board, officer or employee of the Corporation, shall be disclosed in writing to the Board and made a matter of record through an annual procedure and also when the interest involves a specific issue before the Board. Where the transaction involving a board member, trustee or officer exceeds five hundred dollars (\$500) but is less than five thousand dollars (\$5,000) in a fiscal year, a two-thirds vote of the disinterested directors is required. Where the transaction involved exceeds five thousand dollars (\$5,000) in a fiscal year, then a two-thirds vote of the disinterested directors and publication in the required newspaper is required. The minutes of the meeting shall reflect that a disclosure was made, the abstention from voting, and the actual vote itself. Every new member of the Board will be advised of this policy upon entering the duties of his or her office, and shall sign a statement acknowledging, understanding of and agreement to this policy. The Board will comply with all requirements of New Hampshire law in this area and the New Hampshire requirements are incorporated into and made a part of this policy statement.

#### Sample 2

(a) Each Director, prior to taking his position on the Board, and all present Directors shall submit in writing to the Chairman of the Board a list of all businesses or other organizations of which he is an officer, director, trustee, member, owner (either as a sole proprietor or partner), shareholder, employee or agent, with which the Corporation has, or might reasonably in the future enter into, a relationship or a transaction in which the Director would have conflicting interests. The Chairman of the Board shall become familiar with the statements of all Directors in order to guide his conduct should a conflict arise.

(b) At such time as any matter comes before the Board in such a way as to give rise to a conflict of interest, the affected Director shall make known the potential conflict, whether disclosed by his written statement or not, and after answering any questions that might be asked him, shall withdraw from the meeting for so long as the matter shall continue under discussion. Should the matter be brought to a vote, neither the affected Director nor any other Director with a pecuniary benefit transaction with the Corporation shall vote on it.

(c) The Board will comply with all the requirements of New Hampshire law where conflicts of interest are involved, including but not limited to the requirements of a two-thirds vote where the financial benefit to the director or trustee is between \$500 and \$5,000 in a fiscal year, and to the requirement of a two-thirds vote and publication in the required newspaper where the financial benefit exceeds \$5,000 in a fiscal year. The New Hampshire statutory requirements are incorporated into and made a part of this conflict policy.

To: [unknown], INTERNET:AMPERRAULT@aol.com  
To: [unknown], INTERNET:robpaq@worldnet.att.net  
To: [unknown], INTERNET:MAPAQUETTE@GROLEN.COM  
To: [unknown], INTERNET:RAM31@IX.NETCOM.COM  
To: [unknown], INTERNET:RWMLawrenc@aol.com  
To: [unknown], INTERNET:MalbaiePQ@juno.com  
To: [unknown], INTERNET:CL-Hebert@worldnet.att.net  
To: [unknown], INTERNET:Chrysler@NH.ultranet.com  
To: [unknown], INTERNET:HAMELLOT@worldnet.att.net  
To: [unknown], INTERNET:rfortinnh@aol.com  
To: [unknown], INTERNET:PCUSSON@worldnet.att.net  
To: [unknown], INTERNET:mpcote@juno.com  
To: [unknown], INTERNET:MCOLBURN@CHRISTA.UNH.EDU  
To: [unknown], INTERNET:tcbeaul@juno.com  
To: [unknown], INTERNET:judya80476@aol.com  
To: [unknown], [102475,2260]  
To: [unknown], [70641,1140]  
From: Pauline G Cote, INTERNET:geco2@juno.com  
Date: 10-06-98, 3:03  
Re: Publication report for meeting 11 Jun 1998

Sender: geco2@juno.com  
Received: from ml7.boston.juno.com (ml7.boston.juno.com [205.231.100.191])  
by arl-img-1.compuserve.com (8.8.6/8.8.6/2.12) with ESMTP id DAA14350;  
Wed, 10 Jun 1998 03:03:01 -0400 (EDT)  
Received: (from geco2@juno.com)  
by ml7.boston.juno.com (queuemail) id DFC5N4QR; Wed, 10 Jun 1998 03:02:44 EDT  
To: judya80476@aol.com, tcbeaul@juno.com, 102475.2260@COMPUSERVE.COM,  
MCOLBURN@CHRISTA.UNH.EDU, mpcote@juno.com, PCUSSON@worldnet.att.net,  
rfortinnh@aol.com, HAMELLOT@worldnet.att.net, Chrysler@NH.ultranet.com,  
CL-Hebert@worldnet.att.net, MalbaiePQ@juno.com, RWMLawrenc@aol.com,  
RAM31@IX.NETCOM.COM, MAPAQUETTE@GROLEN.COM, robpaq@worldnet.att.net,  
AMPERRAULT@aol.com, 70641.1140@COMPUSERVE.COM  
Subject: Publication report for meeting 11 Jun 1998  
Message-ID: <19980610.030415.4711.0.geco2@juno.com>  
X-Mailer: Juno 1.38  
X-Juno-Line-Breaks: 0-1,3-4,7-8,10-11,13-14,17-18,20-23,28-29,35-36,38-43  
From: geco2@juno.com (Pauline G Cote)  
Date: Wed, 10 Jun 1998 03:02:44 EDT

To the Officers, Board members, Chairpersons, and publication committee.

2 repertoires were published this month. We may say amen to St Joseph Salem NH with the completion of births and burials of that parish.

Hopefully we will be able to say the same about ND des Victoires Whitehall NY very soon. The baptisms are almost complete and the burials are well on there way.

Locally we are trying to clean up loose ends with Sacred Heart Laconia. All the data entry is done on burials and most is done on baptisms.

With the completion of the above, the local team will move to St Patrick in Jaffrey. Once started, M-B-D will be done.

The "long distance" team will be starting the marriages of Sacred Heart Schenectady NY. Only marriages of the all our reservoir of NY parishes will be done. When completed, we will return and do baptisms & death.

The NY parishes will be done in the order they were rec'd. Do please stop asking about Cohoes because it is at the end of the rostrum.

This department has a problem!

I have been searching for a team to go into the parishes to do the photo copying of the records. This facet of our operation is most important. It is the foundation of our end product. With poor or incomplete copies the final product becomes unacceptable and time is wasted going through the procedure of data entry and proof reading.

My presence at the library is very limited, consequently, I am faulting in the area of knowledge of possible candidates for this position. Perhaps AMP with her clever obit posters could come up with something or some of you could come up with some pregnant idea. At any rate, I am looking for and will accept any help in this area and I do not get frustrated but look to more available parishes to acquire.

Once again, If you have any questions, I or committee members will be most happy to attempt answers.

Respectfully submitted

Pauline Genest Cote  
Publication Coordinator

To: Marie-Jeanne Colburn, INTERNET:mcolburn@christa.unh.edu  
To: Ray Desfosses, INTERNET:mr.d6@juno.com  
To: Al Hamel, INTERNET:hamellot@worldnet.att.net  
To: Pauly Labbe, INTERNET:malbaiepq@juno.com  
To: Roger Lawrence, INTERNET:rwmlawrenc@aol.com  
To: Roland Marchand, INTERNET:ram31@ix.netcom.com  
To: Mary Anna Paquette, INTERNET:mapaquette@grolen.com  
To: Anne-Marie Perrault, INTERNET:AMPerrault@aol.com  
To: Jack Stanton, cw3jack\_stan  
From: Donald P Chaput, [102475,2260]  
Date: 01-06-98, 15:58  
Re: Internet Report

Reporting Period: May

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Internet Queries Processed:

|        |    |
|--------|----|
| CIS:   | 22 |
| AOL:   | 7  |
| News:  | 17 |
| Total: | 46 |

To: [unknown], INTERNET:RWMLawrenc@aol.com  
To: [unknown], INTERNET:ram31@ix.netcom.com  
To: [unknown], INTERNET:mapaquette@grolen.com  
To: [unknown], INTERNET:malbaiepq@juno.com  
To: [unknown], INTERNET:hamellot@worldnet.att.net  
To: [unknown], INTERNET:chrysler@nh.ultranet.com  
To: [unknown], INTERNET:amperrault@aol.com  
To: Donald Chaput, [102475,2260]  
To: [unknown], cw3jack\_stan  
From: Mary Jean Colburn, INTERNET:mj.colburn@unh.edu  
Date: 26-05-98, 11:09  
Re: Library Board Report

Sender: mcolburn@christa.unh.edu  
Received: from christa.unh.edu (christa.unh.edu [132.177.137.10])  
by dub-img-8.compuserve.com (8.8.6/8.8.6/2.10) with ESMTP id LAA00716;  
Tue, 26 May 1998 11:09:21 -0400 (EDT)  
Received: from localhost (mcolburn@localhost)  
by christa.unh.edu (8.8.8/8.8.8) with SMTP id LAA31892;  
Tue, 26 May 1998 11:09:19 -0400 (EDT)  
Date: Tue, 26 May 1998 11:09:19 -0400 (EDT)  
From: Mary Jean Colburn <mj.colburn@unh.edu>  
To: Donald Chaput <102475.2260@compuserve.com>, amperrault@aol.com,  
chrysler@nh.ultranet.com, cw3jack\_stan@compuserve.com,  
hamellot@worldnet.att.net, malbaiepq@juno.com, mapaquette@grolen.com,  
ram31@ix.netcom.com, RWMLawrenc@aol.com  
Subject: Library Board Report  
Message-ID: <Pine.OSF.3.96L.980526104554.32543C-100000@christa.unh.edu>  
MIME-Version: 1.0  
Content-Type: TEXT/PLAIN; charset=US-ASCII

The Library Board met on May 19. Present: Pauly Labbe, MaryAnna Paquette, Bob Maurier, Donald Chaput, AnneMarie Perrault, Roland Marchand, Al Hamel, Roger Lawrence & MJ Colburn.

1. Wills. We agreed that donations of printed reference books and materials would be accepted, following the same guidelines that we now use for gifts and collection development.
2. Timetable for labeling & moving the Main Collection (formerly known as 'History').
  - a. Mary Anna & Mary Jean will work on database.
  - b. Physical application of labels and moving.
  - c. Effective immediately, the reestablishment of a "new book" shelf.
3. A new number for Montreal has been established to handle the increasing number of repertoires. It will follow the pattern already being used, with a slight modification. Q 26 M 1 and so on.
4. An offer for a microfiche reader was declined.
5. Conference videos have been moved to the supply closet.
6. Bob Low came to fix the film reader/printer. Both reader/printers will be moved nearer to the copier area, where the librarian can keep better track of use.
7. Pauly mentioned a need for lateral files. Al will check surplus.
8. Blocks for books that are being repaired or bound are not yet ready, but will be soon.
9. Bob gave an update on L'assemble des Eveques. They need our papers of



incorporation. He will provide.

10. Roland had information on Tranche 2 of PRDH on CD. It can be purchased separately. No decision, tabled until August when the English version is due to be released. Other CD products he mentioned were Mormon resources and Irish information (Griffiths evaluations?).

11. Two training sessions for new librarians will be held. One on May 26 at 5:30 PM, and one on May 31 at 1 PM.

Respectfully submitted,  
MJ Colburn

Mary Jean Colburn  
Oudens Memorial Library  
UNH at Manchester  
220 Hackett Hill Road  
Manchester, NH 03102

mcolburn@christa.unh.edu

(P =PRESENT E = EXCUSED A =ABSENT)

[illegible]

# AMERICAN-CANADIAN GENEALOGICAL SOCIETY

## Bylaws

6/19/98

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# AMERICAN-CANADIAN GENEALOGICAL SOCIETY BYLAWS

## ARTICLE I

THE NAME OF THIS SOCIETY shall be the AMERICAN-CANADIAN GENEALOGICAL SOCIETY, hereinafter referred to as the Society or ACGS.

## ARTICLE II

### PURPOSES AND FUNCTIONS

- Section 1. The purposes of the ACGS shall be to:
- a. foster the study of ancestral origins
  - b. encourage research into the history of families
  - c. foster high standards of ethics for genealogists
  - d. provide a common access by and for Americans and others of Canadian origins
- Section 2. The functions of the ACGS shall be to:
- a. provide aid to researchers in genealogy
  - b. encourage, aid, and engage in education, and hold seminars on genealogy and related subjects
  - c. disseminate information, knowledge, data and special studies of value to members
  - d. promote contributions of genealogical information to publications and other media
  - e. establish and maintain a reference library and research center for the benefit of members
  - f. publish bulletins periodically in order to provide members with pertinent information concerning the activities of the Board of Directors and the Society
  - g. publish a journal of genealogical and historical articles of general interest to the membership
  - h. publish genealogical books and other resource material
  - i. provide a code of ethics for genealogists
  - j. support legislation which insures availability of official resources for research by genealogists

## ARTICLE III

### MEMBERSHIP AND DUES

- Section 1. Eligibility
- a. Regular membership is open to any person, upon submission of application for membership, agreement to the ACGS ethics, and payment of dues.
  - b. There shall be eight (8) classes of membership:
    - 1) Individual member (regular).
    - 2) Family member: The first person in family shall pay regular dues and each individual additional person from the same household shall pay 50% of the individual membership dues.
      - a) only the full-payment member shall receive The Genealogist and other correspondence.
      - b) all members shall have equal voting rights.
    - 3) Lifetime member: shall be fifteen (15) times the annual membership dues.

- 4) Life-Associate member: the first lifetime member in a family shall pay lifetime dues, and each additional person from the same household shall pay 50% of the lifetime dues:
  - a) only the full-paying member shall receive The Genealogist and other correspondence.
  - b) All members shall have equal voting rights.
- 5) Institution membership: institution membership shall be twice the individual membership dues; only one delegated member of said institution shall be a voting member.
- 6) Sponsor: Annual membership as a Sponsor shall be ten (10) times individual membership dues.
- 7) Patron: Annual membership as a Patron shall be twenty-five (25) times individual membership.
- 8) Benefactor: Annual membership as a Benefactor shall be fifty (50) times individual membership.

#### Section 2.

##### Dues

- a. The rate of assessment of dues shall be as minimal as possible, commensurate with the financial obligations of the Society and the scope of the services provided, as approved by the Board of Directors.
- b. No additional assessments shall be made upon the membership. Requests for voluntary contributions may be made when unusual circumstances are encountered.
- c. Dues shall be payable to the Treasurer.
- d. Membership-year shall be determined by the Board of Directors.

### ARTICLE IV

#### OFFICERS

#### Section 1.

##### Composition

- a. There shall be a president, vice-president, treasurer, recording secretary, and corresponding secretary.
- b. One person, including any of the directors herein mentioned, may hold two (2) offices simultaneously. Such person shall be entitled to only one vote.
- c. Honorary presidents: By virtue of the fact that Roger W. Lawrence and Lucille Caron Lagasse were co-founders of ACGS, they shall be, for the remainder of their natural lives, Honorary Presidents of this Society. The two Honorary Presidents shall have a voice and vote at all meetings, including the Board of Directors.

#### Section 2.

##### Term of Office

- a. Officers shall be elected annually for one year or until their successors are elected.
- b. All officers shall hold office for no longer than four (4) consecutive terms. No waiting period is necessary for an officer to be elected to a different office.

#### Section 3.

##### Vacancies

- a. In the event of a vacancy occurring in the office of president, the vice-president shall become president.
- b. All other vacancies shall be filled by Board appointment.
- c. In the event an elected or appointed officer is absent without due cause from three meeting in a fiscal year, the position shall be declared vacant and the vacancy filled according to these bylaws.

Section 4.

Functions of Officers

- a. Officers shall assume duties usually performed by such officers and as defined by these bylaws or by the Board.
- b. The President shall:
  - 1) be the chief executive officer of the Society and of the Board of Directors.
  - 2) have general charge of the business of the Society, subject to the advice and control of the Directors.
  - 3) execute, with the Corresponding Secretary and/or the Treasurer, all contracts and instruments.
  - 4) carry out such other duties as may be assigned by the Board from time to time.
  - 5) write a minimum of four (4) messages per year: one before and one after the annual meeting. Two (2) or more of these messages may appear in The Genealogist.
  - 6) be, ex officio, a member of all committees, with the exception of the Committee on Nominations.
- c. The Vice-President shall:
  - 1) perform such duties connected with the Society as may be assigned by the President or the Board of Directors.
  - 2) be vested with all the powers and shall perform the duties of president in case of disability or unavailability of the president.
- d. The Treasurer shall:
  - 1) keep all necessary records pertaining to the receipts and disbursements of the funds of the Society.
  - 2) account for all receipts, disbursements, and balances on hand.
  - 3) execute, in the name of the Society, all certificates of membership.
  - 4) submit, at the Board of Directors meetings, a written report to be kept on file.
- e. The Recording Secretary shall:
  - 1) keep minutes of all meetings.
  - 2) notify each member of the Board of Directors two (2) weeks prior to all Board meetings.
  - 3) send a resume of the Board meeting to all officers and directors.
  - 4) submit, at Board meetings, a written report to be kept on file.
- f. The Corresponding Secretary shall:
  - 1) handle all matters that require correspondence pertaining to the Society or its members.
  - 2) notify the membership three (3) weeks prior to general meetings.
  - 3) file all correspondence.

ARTICLE V

BOARD OF DIRECTORS

Section 1.

Definition

- a. The Board of Directors shall:
  - 1) be the governing body of the Society between annual meetings.
  - 2) assume such duties as stated in these bylaws.
  - 3) be composed of the elected officers, Honorary Presidents, and eight (8) directors.

## Section 2.

### Term of office of elected Directors

a.

#### Directors shall:

- 1) be elected for a two (2) year term with four (4) elected each year.
- 2) hold office for no longer than two (2) consecutive two (2) year terms.
- 3) be eligible for re-election to the Board following a term out of office.

b.

#### Vacancies

- 1) vacancies to complete a Director's term shall be filled by the Board.
- 2) In the event that an elected or appointed Director is absent from three meetings in a fiscal year, the position shall be declared vacant, and the vacancy filled according to these bylaws.
- 3) An officer or director who has served more than half a term is considered to have served a full term in that office.

## Section 3.

### Functions of the Board of Directors

a.

#### The Board of Directors shall:

- 1) Assume general supervision of the affairs of the Society between its business meetings.
- 2) fix the hour and place of meetings.
- 3) make recommendations to the Society.
- 4) determine policy and set direction of the Society.
- 5) adopt and promote a code of ethics.
- 6) perform such other duties as are specified in these bylaws and by the voting membership.
- 7) establish standing committees.
- 8) appoint special committees.
- 9) oversee activities of ACGS library, including the appointment of a chairperson.
- 10) maintain and update each fiscal year an inventory of the property of the Society, or duly designate a member for same.

## Section 4.

### Meetings

- a. Regular meetings of the Board of Directors shall be called at any time and place to be determined by the president.
- b. Special meetings may be called at any time on order of the president, or on order of any three (3) officers and/or directors.
- c. Notice of regular or special meetings of the Board of Directors, stating time and place, shall be mailed or given in person to the members of the Board, not later than two weeks prior to the meeting.
- d. When all members of the Board are present at any meeting, any business may be transacted without prior notice.
- e. A quorum at any meeting shall be one more than half the majority of officers and directors. An affirmative vote by a majority of those present shall be necessary to pass any resolution or to authorize any act for and by the Society.
- f. Where one person may hold two offices simultaneously, this person shall count as two for the purpose of a quorum, but such person shall be entitled to only one vote.

## Section 5.

### Compensation

- a. Board members shall not be entitled to salary, bonuses, or other remuneration for services performed while holding office on the Board of Directors.
- b. A director may be reimbursed for actual out-of-pocket expenses incurred as a result of performing some extracurricular duty authorized by the Board.
- c. Travel expenses to and from meetings are not subject to reimbursement.

## ARTICLE VI

### CHAPTERS

#### Section 1. Establishment

The Board of Directors may establish a chapter of the Society in any state, province, territory, or region, on the petition of fifteen (15) members of ACGS residing or employed within the area.

#### Section 2. Bylaws

- a. A chapter must adopt its own bylaws, which shall not be in conflict with those of ACGS.
- b. The bylaws, and all amendments thereto, of all member chapters shall, upon adoption, be immediately forwarded for approval by the Board of Directors of ACGS.

#### Section 3. Membership

All members admitted into a chapter must be members of ACGS.

#### Section 4: Dues

- a. Dues shall not exceed those charged by ACGS.
- b. Dues shall be paid to ACGS and shall be apportioned sixty (60) percent to ACGS and forty (40) percent to the local chapter.
- c. The local chapter's share of the dues shall be remitted monthly, according to the fiscal year of the ACGS.

#### Section 5. Meetings of Chapters

Each chapter shall hold at least two general meetings each fiscal year.

#### Section 6. Reporting

- a. Each chapter shall send a written report of its general and Board meetings and activities to the president of ACGS within one month following each meeting.
- b. Each chapter shall submit to the Board of Directors of ACGS a complete roster of officers and directors.

#### Section 7. Fiscal Year

The fiscal year of local chapters shall be the same as that of ACGS.

#### Section 8. Financial Responsibilities

The American Canadian Genealogical Society shall not be made responsible for any financial obligations made by any chapter or individual thereof.

#### Section 9. Dissolution

- a. Each chapter may be dissolved at its request by the Board of Directors of ACGS.
- b. A chapter shall be dissolved if it becomes inactive or fails to comply with the provisions of this article.
- c. All properties of a chapter shall revert to ACGS, with the exception of all materials on permanent loan to the chapter.



## ARTICLE VIII

### MEETINGS

#### Section 1. General Meetings

- a. There shall be at least two (2) general meetings of the members of the Society each year. One shall be held in the spring and the other in the fall of the year.
- b. The fall meeting shall be the annual business meeting of the Society and the elections of Officers and Directors shall be held at that meeting.
- c. The time and place of the meetings shall be determined by the Board of Directors.
- d. Notice of the date, time, and place of the two meetings shall be mailed to each member at least three (3) weeks prior to said meetings.

#### Section 2. Special Meetings

- a. Special meetings of the membership of the Society may be called and held at such time and place as may be determined by the President or a majority vote of the Board of Directors.
- b. Notice of such meetings, starting date, time and place, and purpose, shall be given in the same manner as notices of general meetings.
- c. Request for a special meeting may be made by petition of twenty-five (25) or more active members, and each such request shall within 45 days, set a time and place for the meeting.

#### Section 3. Quorum

- a. At any meeting where the total membership has been notified, the quorum shall consist of those members in attendance in addition to a majority of the Board of Directors.
- b. A majority vote of all members present, including the Board of Directors, shall be necessary for the passage of any motion, resolution, or any act authorizing the involvement of the Society.

#### Section 4. Order of Business

- a. The order of business at the annual meeting shall be as follows:
  - 1) Reading and approval of the minutes of the previous annual meeting.
  - 2) Report of the Corresponding Secretary
  - 3) Report of the Treasurer.
  - 4) Report of the President.
  - 5) Report of Committees
    - a) Standing
    - b) Special
  - 6) Unfinished business.
  - 7) New business.
  - 8) Nomination of Officers and Directors.
  - 9) Elections.

## ARTICLE IX

### NOMINATION AND ELECTION OF OFFICERS

- Section 1. Nominations for officers and directors shall be, at the time of the annual meeting:
- a) presented by the Committee on Nomination and Elections;
  - b) made from the floor.

- Section 2. At the annual meeting, the members shall elect, by written ballot, a full slate of officers and directors.

- Section 3. Elections
- a. A majority vote of members in attendance shall be required for the election of any officer or director, or the slate as a whole.
  - b. In case of a tie, the choice shall be determined by lot.
  - c. The term of office shall begin upon election.

## ARTICLE X

### COMMITTEES

- Section 1. Definition
- There shall be standing committees which shall assume such duties as specified in these bylaws, and such other duties as may be assigned.

- Section 2. Composition
- a. A standing committee shall consist of a number of members, as determined by the Board and the needs of the committee.
  - b. A standing committee shall be assigned by the Board and serve until successors are appointed.
  - c. Absence from three (3) consecutive meetings in a fiscal year shall constitute a resignation, and the vacancy shall be filled by the Board.

- Section 3. Committee on Bylaws
- a. Shall solicit and study suggestions for proposed amendments.
  - b. Shall review the bylaws annually and make recommendations regarding same to the Board of Directors.
  - c. Shall receive proposed amendments from members no later than June 1 for consideration at the annual meeting.

- Section 4. Committee on Nominations and Elections
- a. Shall consist of a chairperson and at least three (3) members.
  - b. Shall present a slate to the Board of Directors, in writing, at least three (3) weeks prior to the annual meeting.
  - c. Three (3) tellers shall be appointed by the Board prior to the time of the annual meeting.
  - d. The Chairperson shall conduct the nominations and elections according to these bylaws and the parliamentary authority.

- Section 5. Committee on Ethics and Legislation
- The Committee on Ethics and Legislation shall:
- a. Interpret the Code of Ethics for genealogists.
  - b. Formulate and recommend revisions to same.
  - c. Devise methods for implementation and enforcement of the code.
  - d. Be accountable to the Board of Directors and report at annual meetings.
  - e. Study and promote legislation which supports genealogical research.

- Section 6. Committee on Library
- The chairperson shall:
- a. Be accountable to the Board of Directors.
  - b. Have custody of the holdings, books, other written or printed matter, and equipment.
  - c. Have control over members' access to the library holdings

- Section 7. Special Committees
- Shall be appointed by the President with the approval of the Board of Directors.

## ARTICLE XI

### OFFICIAL PUBLICATION

- Section 1. Title  
THE GENEALOGIST shall be the official journal of this Society.
- Section 2. Publication  
The official journal of the Society shall be published as determined by the Board of Directors, and shall be provided to each member of ACGS as stated under membership.

## ARTICLE XII

### AMENDMENTS

- Section 1. Amendments with Notice
- a. These bylaws may be amended at the annual meeting by a two-thirds vote of the members present and voting.
  - b. Proposed amendments shall be submitted no later than June 1 for consideration at the annual meeting.
  - c. Members shall be notified by mail of any recommended changes to the bylaws at least two (2) weeks prior to the date of the annual meeting.
  - d. Amendments proposed by the Committee on Bylaws shall be in the hands of the Board at least two (2) months prior to the scheduled annual meeting, and shall be appended to the call to meeting.
- Section 2. Amendments without Notice  
These bylaws may be amended without previous notice at any annual meeting by ninety-nine (99) percent of the members present and voting.

## ARTICLE XIII

### FISCAL YEAR

- Section 1. The fiscal year shall be from January 1 through December 31 of each year.
- Section 2. At the end of the fiscal year, the account books of the Society shall be audited and a written report shall be made to the general membership prior to the spring conference.

## ARTICLE XIV

### USE OF NAME

The ACGS, its local chapters and subsidiaries have the sole and exclusive use of the name: AMERICAN-CANADIAN GENEALOGICAL SOCIETY.

## ARTICLE XV

### PARLIAMENTARY AUTHORITY

The rules contained in the most recent version of ROBERT'S RULES OF ORDER shall govern meetings of this Society in all cases in which they are applicable and in which they are not inconsistent with these bylaws.

## ARTICLE XVI

### DISSOLUTION

In the event that the American-Canadian Genealogical Society dissolves, all properties shall be donated to the Manchester (New Hampshire) City Library, and therefore would remain available to all researchers, with the exception of all materials on permanent loan to the Society.

Revised/Approved 7 October 1989