

ACGS
MEETING OF THE BOARD OF DIRECTORS
9 July 1998

✓ **CALL TO ORDER**

✓ **ROLL CALL**

✓ **RECORDING SECRETARY (MINUTES)**

✓ **TREASURER'S REPORT (Gerry L.)**

✓ **VICE-PRESIDENT (Bob P.)**

✓ **PRESIDENT** LDS CD's; locks/keys; ltr from Atty Normand; A-FGS: Drouin films at RI; Blue Drouin on CD ?

✓ **CORRESPONDING (MAP)**
SECRETARY

✓ **COMMITTEE**
REPORTS

✓ **Acquisitions:** (Bob M.) Quebec Bishops ?)

✓ **Buildings & Grounds** (Bob P.)

✓ **Computers** (Roland M) see report ; juke box & cd tower ? Network ?

✓ **Conferences** (Pauline C.) 25th Anniv Comm.Rpt.

✓ **Editorial** (AMP) see report

✓ **LIBRARY** (MJC) see report

✓ **MEMBERSHIP** See report

✓ **PUBLICITY** Roger Lacerre ? Place mats ? Fed Arts ?

✓ **PUBLICATIONS** See report

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

✓ **INTERNET** (Don C) see report; take a look at <ACGS.ORG >

✓ **INVENTORY**

✓ **OBITUARY REPORT**

✓ **OLD BUSINESS**

NEW BUSINESS

ADJOURNMENT

Next meeting:

1998

ACGS
MEETING OF BOARD OF DIRECTORS
09 JULY 1998

CALL TO ORDER A regular meeting of the Board of Directors was held on Thursday 09 July 1998 in the library. The meeting was called to order by president Albert Hamel at 18:30.

ROLL CALL A quorum was present. Don Chaput and Mary Jean Colburn were excused. Roger Lawrence was absent. Richard Fortin was also in attendance.

RECORDING SECRETARY No corrections were noted in the minutes of the June meeting. Minutes to be filed.

TREASURER'S REPORT Gerry Lalonde reported that all bills not yet paid. Item 4.9 represents donations in Amos' Fairfield's name. Bob Maurier asked about item 18.5. Anne-Marie Perrault asked about 14.8 (library obituaries), where is it?. Gerry Lalonde said it may be in 14.9. Sam Harris asked about 17.9; it's for a reimbursement for the Franco-American awards affair. Anne-Marie Perrault noted that we have to push Parchemin. File for audit. [See attachment 1.]

Gerry Lalonde also talked about progress on electrical work. There is now a provision for plugging in laptops.

VICE PRESIDENT [No report.]

PRESIDENT Al Hamel said we are still trying to be an LDS FHC. There are 21 non-LDS FHS. Al Hamel has permission to lease 61 CDs from LDS for \$150/year. Too soon to have microfilms. **Gerry Nash moved** that we go ahead with the lease; **Bob Maurier seconded; motion carried.** Al Hamel noted that some CDs at the FMC in Nashua have "walked". We will have to think about security. We could consider a CD "juke-box" tower to preclude theft. We may also be able to network the CDs.

Locks & keys: Al Hamel has no idea how many keys to the building are out there. There are about 30 people who need access. He noted that we had considered getting a credit card lock system. First door would be \$3,000, subsequent ones \$1,800 too expensive. He has contacted a locksmith who said we could have some keys, which could not be duplicated. He doesn't have an estimate yet. Bob Maurier suggested a push-button combination lock, at least for the 3rd floor.

Letter from Atty Normand. He has agreed to be our legal counsel (40% discount).

Drouin films at RI: Not just B-M-D. They're looking into reproducing them. If we're going to buy them, we'd like to buy them from Woonsocket (about \$20/roll). RI has the blue Drouin in 12-pt type; they're going to put them on CD.

Richard Fortin reported on sponsor and advertiser guidelines for the 25th anniversary [See attachment 2.] He distributed a draft of the pin for the Conference. He also showed the lettering, which will be on the tote bag. He asked Board members for suggestions for other sponsors. The 500 bags will cost \$700 to print. He is still looking for nominations of people to be recognized at the Conference banquet. Anne-Marie Perrault suggested having a ballot box in the library for nominations from the membership.

**CORRESPONDING
SECRETARY**

[See attachment 3.]

COMMITTEE REPORTS

Acquisitions: Bob Maurier said he did get an approval letter from the bishops of Québec. They should have the approval to Salt Lake City late summer. Anne-Marie Perrault asked if we could have some American-Canadian Genealogists bound. Bob Maurier said yes.

Buildings and Grounds: Bob Paquette said that we're considering running wire upstairs to have some phones. We're also thinking of expanding the phone system.

Proposal for a PA system [See attachment 4.] Roland Marchand asked if we could consider having a video monitor to allow more people to view conferences.

Computers: Roland Marchand said we could purchase volumes 13-17 of World Family Tree. **Gerry Nash moved we buy; Bob Maurier seconded; motion carried.** Roland Marchand asked when would be a good time for a meeting to discuss networking, etc. Al Hamel said that it might be wise to have a consultant to help us in this regard. Bob Paquette said that we first have to decide what it is we want to do upstairs. Anne-Marie Perrault asked if the Computer committee could have a meeting with "Joe" and then have another meeting with the entire Board. Meeting will be Monday, 13 July 1998 at 1830.

Conferences: [See Richard Fortin item in president's report above.]

Editorial: Anne-Marie Perrault noted that the insert pages in the latest American-Canadian Genealogist are pink and yellow a bit gaudy.

Library: No June meeting. [See attachment 5.] Al Hamel spoke briefly about rearrangement of bookshelves. Pauly Labbe said that members seem to be pleased with the new layout. Anne-Marie Perrault asked about enforcement of the 10:00 opening time.

Membership: [No report.]

Publicity: Roger Lacerte has taken over French radio program on Sunday morning. Al Hamel talked to him about bartering an ad in the American-Canadian Genealogist for a spot on the radio show. Board agreed. Anne-Marie Perrault to talk to Roger Lacerte.

Placemats in restaurants: Cost is about \$198 for 6 months in Mother Goose Restaurant, for example. If we take 4 restaurants, we get the 5th one free. Anne-Marie Perrault noted that Mr Fitzgerald has a history of going out of business. Gerry Nash does not think that this is a good way to advertise ACGS. He asked if we could get a column in the Union Leader. Anne-Marie Perrault suggested using cable TV for a call in show. Gerry Lalonde related his experience with direct mail (the Gagnon family), which returned no response. He still thinks the idea was a good one and would like to try it again.

Manchester Federated Arts puts out a calendar on the Internet. Al Hamel will prepare something for the 25th anniversary.

Publications: No report.

Research: No report. Gerry Nash asked if there could be an article in the American-Canadian Genealogist on Parchemin. Anne-Marie Perrault said it's in the upcoming issue. Suggestion that we post something on it in the library.

Internet: Check www.acgs.org. Anne-Marie Perrault said she couldn't click on the list of E-mail addresses. Some can. AOL problem? Corrections to be made see Al Hamel or Ron Niquette.

Inventory: [No report.]

Obituary: No report.

OLD BUSINESS

Jack Stanton distributed copies of the proposed bylaw changes. Some minor changes were offered. Jack Stanton to get final draft in this month for distribution to membership.

Sam Harris asked if anything further had been decided on us selling books at the Conference. Al Hamel said we're going to.

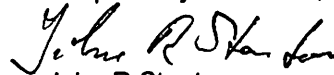
NEW BUSINESS

Discussion on cleaning windows in the building and other janitorial tasks. There was a suggestion that we have a cleaning session next Monday afternoon.

ADJOURNMENT

Mary Anna Paquette moved adjournment at 20:27; Gerry Lalonde seconded. Next meeting at the library on Thursday, 13 August 1998 at 18:30.

Respectfully submitted,



John R Stanton
Recording Secretary

07/09/98

AMERICAN-CANADIAN GENEALOGICAL SC
INCOME & EXPENSE

June 1998

Attachment 1

	Jun '98	Jan - Jun '98
Income		
1.0 MEMBERSHIP		
1.1 Dues	3,269.00	28,869.00
Total 1.0 MEMBERSHIP	3,269.00	28,869.00
2.0 PUBLICATIONS		
2.3 Repertoires	305.00	5,151.10
2.4 Index & Holdings	72.00	305.00
2.5 Jette	400.00	2,800.00
2.6 Video S. R.	0.00	10.00
2.7 Border Crossings	0.00	40.00
Total 2.0 PUBLICATIONS	777.00	8,306.10
3.0 GENEALOGIST		
3.1 Back Issues	4.50	565.20
3.2 Advertising	0.00	100.00
Total 3.0 GENEALOGIST	4.50	665.20
4.0 LIBRARY		
4.1 All Copies	369.27	1,786.58
4.2 Maps-Charts-Guides	175.80	1,277.25
4.3 Guest Fees	245.00	1,035.00
4.5 Beverages	90.75	393.00
4.6 Candy/Snacks	50.45	290.37
4.7 Hats	0.00	19.00
4.8 Gift Certificates	25.00	25.00
4.9 Other	396.00	396.00
Total 4.0 LIBRARY	1,352.27	5,222.20
5.0 RESEARCH		
5.1 RS Income	322.50	2,376.60
5.2 Parchemin	12.00	139.00
Total 5.0 RESEARCH	334.50	2,515.60
6.0 CONFERENCE		
6.1 Attend Fees	1,200.00	1,200.00
Total 6.0 CONFERENCE	1,200.00	1,200.00
7.0 SOCIETY		
7.2 Bldg Fund	924.68	2,253.77
7.3 Book Fund	0.00	530.00
7.6 Ckg Act Int	18.84	69.74
7.7 Bld Fnd Int	6.36	98.68
7.8 Sav Act Int	1.52	8.87
7.9 Other	0.20	-2.12
Total 7.0 SOCIETY	951.60	2,958.94
8.0 BUILDING		
8.1 Rental Inc	0.00	10,500.00
Total 8.0 BUILDING	0.00	10,500.00
Total Income	7,888.87	60,237.04

07/09/98

AMERICAN-CANADIAN GENEALOGICAL SOCIETY INCOME & EXPENSE

June 1998

	Jun '98	Jan - Jun '98
Gross Profit	7,888.87	60,237.04
Expense		
11.0 MEMBERSHIP		
11.1 Postage	0.00	800.00
11.2 Supplies	0.00	69.46
11.3 Maine	105.00	1,503.20
Total 11.0 MEMBERSHIP	105.00	2,372.66
12.0 PUBLICATIONS		
12.1 Postage	25.00	254.65
12.2 Supplies	0.00	951.67
12.3 Print Reps	19.50	2,064.20
12.4 Index & Holdings	0.00	465.50
Total 12.0 PUBLICATIONS	44.50	3,736.02
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	33.50	450.26
14.3 Equip Maint	153.00	427.43
14.4 Print Maps & Info	0.00	120.00
14.5 Beverages	0.00	140.00
14.6 Candy/Snacks	0.00	225.49
14.9 Other	48.08	48.08
Total 14.0 LIBRARY	234.58	1,445.02
15.0 RESEARCH		
15.1 Postage	0.00	78.00
15.2 Supplies	0.00	10.39
15.3 Returns	12.50	337.50
15.4 Parchemin	0.00	1,511.00
Total 15.0 RESEARCH	12.50	1,936.89
16.0 CONFERENCE		
16.1 Postage & Printing	528.68	1,363.56
16.9 Other	145.00	145.00
Total 16.0 CONFERENCE	673.68	1,508.56
17.0 SOCIETY		
17.1 Postage	0.00	266.66
17.2 Supplies	40.23	1,720.46
17.3 Telephone	49.20	278.00
17.4 Work Comp Ins	0.00	-471.00
17.5 Liab Ins	0.00	1,222.00
17.6 Fire Ins	0.00	1,280.00
17.7 Bank Charge	4.50	22.50
17.9 Other	-400.00	1,214.95

AMERICAN-CANADIAN GENEALOGICAL SOCIETY
INCOME & EXPENSE

June 1998

07/09/98

	<u>Jun '98</u>	<u>Jan - Jun '98</u>
Total 17.0 SOCIETY	-306.07	5,533.57
18.0 BUILDING		
18.1 Heat	145.64	4,448.14
18.2 Electricity	228.82	1,462.64
18.3 Water-Sewer	46.00	267.16
18.5 Maint-Repair	10,719.64	12,971.26
18.6 Fire Protect	0.00	480.00
18.7 Snow-Grass	0.00	2,190.00
18.8 Loan Interest	349.84	2,099.02
Total 18.0 BUILDING	11,489.94	23,918.22
Uncategorized Expenses	0.00	0.00
Total Expense	<u>12,254.13</u>	<u>46,453.55</u>
Net Income	<u><u>-4,365.26</u></u>	<u><u>13,783.49</u></u>

07/09/98

AMERICAN-CANADIAN GENEALOGICAL SOCIETY

Balance Sheet

As of June 30, 1998

	<u>Jun 30, '98</u>
ASSETS	
Current Assets	
Checking/Savings	
BUILDING FUND BNH	7,678.22
CHECKING BNH	16,402.09
CHEQUING (Can. Funds)	1,918.87
SAVINGS SMB	<u>716.63</u>
Total Checking/Savings	26,715.81
Accounts Receivable	
ACCOUNTS RECEIVABLE	<u>503.00</u>
Total Accounts Receivable	503.00
Other Current Assets	
CASH ON HAND	1,337.10
PETTY CASH	<u>200.00</u>
Total Other Current Assets	<u>1,537.10</u>
Total Current Assets	28,755.91
Fixed Assets	
LIBRARY BUILDING	<u>209,782.24</u>
Total Fixed Assets	209,782.24
Other Assets	
ACGS HOLDINGS	154,345.20
FURN & EQUIP	59,440.03
MDSE FOR RESALE	<u>23,159.89</u>
Total Other Assets	<u>236,945.12</u>
TOTAL ASSETS	<u>475,483.27</u>
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
BUILDING LOAN	<u>39,981.33</u>
Total Long Term Liabilities	<u>39,981.33</u>
Total Liabilities	39,981.33
Equity	
OPENING BAL EQUITY	421,718.45
Net Income	<u>13,783.49</u>
Total Equity	<u>435,501.94</u>
TOTAL LIABILITIES & EQUITY	<u>475,483.27</u>

SPONSOR & ADVERTISER GUIDELINES:

SPONSORS

1. Sponsors will be solicited to cover the Speakers Expenses at the rate of \$700.00 per full sponsorship, we will also accept half and quarter sponsorships at \$350.00 and \$175.00. Those who sponsor will receive a half page ad in the Program Book, be listed in the final schedule of events with the Speaker that they sponsor and will be mentioned at the introduction of the appropriate speaker and at the end of the workshop.

Some Suggestions for sponsors are:

Manchester Chamber of Commerce
St Mary's Bank
Atty. Raymond A. Cloutier
Bank of New Hampshire
NH Franco American Council
Ronald Gosselin
Atty. James Normand
Atty Bob Raiche
Ray the Mover
International Paper Box Machine, Nashua
Bellavance Beverage, Nashua
Corriveau & Routhier
Atty Ovide Lamontagne
Lambert Funeral Home
Phaneuf Funeral Home
Boufford Funeral Home
Manchester Richelieu club
Joliette Club

Would appreciate suggestions of others not listed not necessarily from Manchester.

Those selected would be sent a personal letter similar to those sent to advertisers with changes appropriate to Sponsors

ADVERTISERS

2. Will be solicited from businesses and individuals from a list of that was provided to us for that purpose, prices are as follows:

Full Page	\$100.00
Half page	\$ 50.00
Quarter page	\$ 25.00
Bus. Card	\$ 20.00

We will also list smaller amounts on a separate page if it is warranted. A general mailing will be sent out on these with the format of the ad and what is needed for printing.

Sample Letter will say:

Our Society turns 25 this year and we are planning a great celebration and we are soliciting your one time support as an advertiser in our program book. The details and prices are attached and we hope that you will consider helping in defraying the expenses of this event.

The 25th Anniversary Conference will be held in Manchester, NH on September 25 through the 27 and will be welcoming up to 300 participants from US, Canada and other parts of the world . ACGS is the oldest and largest genealogical societies specializing in helping individuals trace their ancestry through New England across the border into Canada and beyond. Our Library is located at 4 Elm Street in Manchester and it houses a unique collection of resources attracting thousands of local, national and international visitors each year and we have enclosed a pamphlet outlining our goals for your information.

Our Society has achieved what it has solely through the dedication of a volunteer membership and we hope that you will see fit to advertise with us and support this effort on this one occasion.

Sincerely,

Dear Advertiser,

Here are the specifics for advertising:

COST:	\$ 100.00	Full Page
	50.00	Half page
	25.00	Quarter Page
	20.00	Business Card

See enclosed template

COPY The program book will be an 8-1/2" x 11" Size and what is needed from you is Camera ready copy (diskette in Word Perfect or MS Word format) to PO Box 6478 by, August 15th 1998. Your check to be made payable to ACGS-25th Anniversary.

If you would rather E-Mail your text or if you have any questions, feel free to call me at 603-647-6521 (h); 617-539-7933 (w - 7:00 to 3:15; E- Mail at: Pcusson@worldnet.att.net.

Thank you again and it is hoped that you will be able to support us in this effort.

July 8, 1998

TO: Board of Directors

FROM: Corresponding Secretary

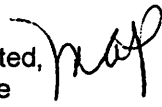
SUBJECT: Report for Month of June 1998

~~~~~  
 The following correspondence was sent during the month of June:

- 9 "Thank yous" for donations of money to either the building fund or library fund. One was for \$200.00, the remainder were \$25.00 or less.
- 5 "Thanks yous" for donations of books or equipment.
- 11 Application packets were sent in response to inquiries about ACGS.
- 8 Miscellaneous, including sympathy card to Bob Decoteau on the death of his father and 3 "returned book" receipts.

33 Total

Respectfully submitted,  
 Mary Anna Paquette



TOTALS - SEPTEMBER 1997 to SEPTEMBER 1998

| MONTH     | MONEY DONATIONS | BOOKS and Other Donations | INQUIRIES | MISC. | MONTH 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      | 9               | 5                         | 11        | 8     | 33          |
| July      |                 |                           |           |       | 0           |
| August    |                 |                           |           |       | 0           |
| TOTALS    | 125             | 61                        | 54        | 30    | 270         |

PROPOSAL

Attachment 4

RADIOSHACK 01-1066  
 MANCHESTER-EAST SIDE PLAZ  
 EAST SIDE PLAZA  
 847 HANOVER ST  
 MANCHESTER, NH 03104  
 (603) 641-3666

ACGS  
 4 ELM ST  
 MANCHESTER, NH 03102

| Stock No. | Description         | Qty. | Price    | Amount |
|-----------|---------------------|------|----------|--------|
| 320-2042  | 35WATT PA AMP       | 1    | 129.99   | 129.99 |
| 400-4079  | IN/OUTDOOR SPK/PR   | 2    | 199.99   | 399.98 |
| 320-1235  | 2CH 170MHZ AUDLNK   | 1    | 99.99    | 99.99  |
| 320-1230  | HANDHELD MIC TRAN   | 1    | 89.99    | 89.99  |
| 230-0553  | ALK 9V RECT         | 1    | 2.39     | 2.39   |
| 278-1116  | 100' #16 SPKR WHITE | 4    | 17.99    | 71.96  |
|           |                     |      | SUBTOTAL | 794.30 |
|           |                     |      | TAX      | .00    |
|           |                     |      | TOTAL    | 794.30 |

ISSUE DATE: 07/09/98

THIS PROPOSAL IS VALID FOR: 10 DAYS

~~MONTHLY RSVP/MPP PAYMENT 27.00~~

~~THIS MONTHLY PAYMENT AMOUNT MAY VARY DEPENDING ON YOUR ACCOUNT BALANCE.~~

COMMENTS: PLEASE CALL AHEAD TO ENSURE AVAILABILITY OF ITEMS

*Robert Paquette*  
 &  
*Robert Decoteau*

To: [unknown], INTERNET:hamellot@worldnet.att.net  
CC: [unknown], INTERNET:RWMLawrenc@aol.com  
CC: [unknown], INTERNET:robpaq@banet.net  
CC: [unknown], INTERNET:ram31@ix.netcom.com  
CC: [unknown], INTERNET:mapaquette@grolen.com  
CC: [unknown], INTERNET:malbaiepq@juno.com  
CC: [unknown], INTERNET:chrysler@nh.ultranet.com  
CC: [unknown], INTERNET:amperrault@aol.com  
CC: Donald Chaput, [102475,2260]  
CC: [unknown], cw3jack\_stan  
From: Mary Jean Colburn, INTERNET:mj.colburn@unh.edu  
Date: 06-07-98, 14:34 PM  
Re: Library Board report

Sender: mcolburn@christa.unh.edu  
Received: from christa.unh.edu (christa.unh.edu [132.177.137.10])  
by dub-img-7.compuserve.com (8.8.6/8.8.6/2.12) with ESMTTP id OAA18719;  
Mon, 6 Jul 1998 14:34:01 -0400 (EDT)  
Received: from localhost (mcolburn@localhost)  
by christa.unh.edu (8.8.8/8.8.8) with SMTP id OAA04361;  
Mon, 6 Jul 1998 14:33:58 -0400 (EDT)  
Date: Mon, 6 Jul 1998 14:33:58 -0400 (EDT)  
From: Mary Jean Colburn <mj.colburn@unh.edu>  
To: hamellot@worldnet.att.net  
cc: 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, robpaq@banet.net, RWMLawrenc@aol.com  
Subject: Library Board report  
Message-ID: <Pine.OSF.3.96L.980706143241.17501C-100000@christa.unh.edu>  
MIME-Version: 1.0  
Content-Type: TEXT/PLAIN; charset=US-ASCII

There was no June meeting of the library board. Our next meeting is  
scheduled for July 27 at 6 PM.

MJ Colburn

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

mcolburn@christa.unh.edu

