

ACGS BOARD OF DIRECTORS MEETING

10 February 2000

Present: R. Lawrence, C. Donais, R. Maurier, P. Lambert, M.J. Chaput, D. Chaput, G. Lalonde, A.M. Perrault
Absent: M. Normand Excused: S. Harris, L. Swenson, C. Hebert

TOPIC	DISCUSSION	ACTION
1. Secretary's Minutes	1. Changes to the minutes were made.	1. Motion to accept the minutes as corrected, D. Chaput. Second, G. Lalonde. Motion Carried
2. Treasurer's Report	2. Orphan Publications, Chartier Book. Heating expenses, Research funds, Bad checks, Chart of accounts. Visa card use discussed at Library Board Meeting, hard for the volunteers, used only for mail order and Internet to start. Paid \$5000. on Building Fund.	
3. President's Report	3. Domain names, Al Hamel paid \$150 for domain names, will receive copy of documentation. Lewiston Chapter, questions re: liability, oversight etc.	3. AM. Perrault, R. Lawrence, P. Lambert will visit soon, try to schedule on a Saturday. Proposed to straighten out ties, bylaw modification if necessary.
4. Vice-President's Report	4. History files, cabinet brought down will go against the wall between the computers and viewers. Newspaper clippings, Roger's Nobility and Captive files will go in, looking for donations.	
5. Corresponding Secretary's Report	5. Not getting all information on donations	
6. Building and Grounds	6. Report submitted. See re: heating system. Contract with Johnson Controls for heating system as possibility? G. Lalonde moved to take best deal about \$3500-\$4000 for work done plus 1 yr. contract minus cost of billing.	6. Motion by P. Lambert to buy a service contract for the heating system minus the cost of billing. Second, D. Chaput. Motion carried unanimously. AM. Perrault abstained.

7. Computers 7. Report submitted by S. Harris. Two computers, 486 donated by Joe. Problem with printer on LDS computer.
8. Editorial 8. Issue #83 at printer for 1 week 3 more weeks to wait, then it will be sent to mailer.
9. Library 9. Concern over Moncton File being removed from library, will be returned on 2/11/00
G. Lalonde: ~~Janitor in on Monday 5:30 to vacuum~~
10. Acquisitions 10. New items coming in, Fabien. Pepin visit on 2/25/00 at 5:30.
11. Membership 11. Updating records, consolidating member numbers for renewals.
12. Publicity 12. List requested from Chamber of Commerce for Media outlets. Looking for volunteers.
13. Publications 13. No Report for February.
14. Research 14. Report Submitted.
15. Safety 15. Met today half of the areas covered. In general, situation here is good for fire, access, safety plan.
16. Records Copying 16. New department. Rented a copier and did one parish.
17. Old Business 17. Photos of Acadian scenes by Claude Picard now made legal. Added Parks Canada designation on all framed pictures. Will raffle small prints at Spring Conference.
18. Spring Conference 18. Chairman needed, possibly Muriel Normand? Also need Fall Conference chairman.

19. New Business

19. Proposal for life membership made by C. Donais.

Next Meeting on 9 March 2000 at 6:30

ACGS BOARD ATTENDANCE 1999-2000

NAME	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.
Roger Lawrence	P	P	P		P							
Anne-Marie Perrault	P	P	P		P							
Gerry Lalonde	P	P	P		P							
Lynne Swenson	P	P	P		E							
Don Chaput	P	P	P		P							
Mary-Jean Chaput	P	P	P		P							
Craig Donais	P	P	P		P							
Sam Harris	P	A	P		E							
Robert Maurier	P	E	P		P							
Constance Hebert	A	P	P		E							
Paul Lambert	E	P	P		P							
Muriel Normand	P	P	P		A							

P=Present

E=Excused

A=Absent

Meeting for Jan. was cancelled.

TO THE BOARD OF DIRECTORS;

As you all know, we have been doing a lot of work on the heating system in order to make it more fuel efficient, and to make our library more comfortable temperature-wise for all our members and volunteers.

After getting all 8 of the fan driven heat registers back in operation during the winter of 1998-1999, we found that we had further problems with the system. The fans were going on as soon as the thermostats called for heat, but the steam from the boilers had not reached them yet. This caused a very drafty condition, and a lot of complaints. Johnson Controls was consulted, and Jim Ferrara, a technician for that company checked out the condition and suggested that thermostats be installed on the radiators so that the fans would not come on until the temperature of the radiators reached 190 degrees.

At the following Directors meeting, the Board authorized the installation of these thermostats. In the process of installing the thermostats, it was found that the outside air dampers were not fastened shut, as the company that installed the boiler had told us. In other words, for 5 years we have been trying to heat the city of Manchester. This is the primary reason that our heating bill reached \$7738.24 in 1997. It dropped to \$5776.61 in 1998 and up slightly to 6022.81 in 1999. Now that the dampers have all been nailed shut, the radiator fans are all in operation and thermostats are controlling when they go on and off, I believe that our fuel bills will come down below \$5000.00 per year. That and the fact that we should be much more comfortable, make the expense of all this worthwhile. In fact, we should recover our costs within 2 heating seasons. The sad part of all this is that we have spent over \$2500.00 for heat for each of the 5 years we have been here. That's \$10,000.00 wasted.

Respectfully submitted; Gerry Lalonde

GAS USEAGE 1996 - 1997 - 1998								
DATE	NO. OF	THERMS	THERMS	THERMS	\$	\$	PRICE/	AVE.
1997	DAYS	THIS MO.	THIS YR.	USE/DAY	THIS MO.	THIS YR.	THERM	TEMP.
1/7 - 2/7	31	1880	1880	60.6	\$1,667.99	\$1,667.99	0.89	22
2/7 - 3/7	28	1310	3190	46.8	\$1,174.97	\$2,842.96	0.90	30
3/7 - 4/8	32	1424	4614	44.5	\$814.58	\$3,657.54	0.57	32
4/8 - 5/7	29	879	5493	30.3	\$510.75	\$4,168.29	0.58	43
5/7 - 6/6	30	408	5901	13.6	\$247.20	\$4,415.49	0.61	54
6/6 - 7/8	32	174	6075	5.4	\$116.75	\$4,532.24	0.67	69
7/8 - 8/6	29	174	6249	6.0	\$116.75	\$4,648.99	0.67	69
8/6 - 9/8	33	188	6437	5.7	\$124.64	\$4,773.63	0.66	68
9/8 - 10/7	29	36	6473	1.2	\$40.37	\$4,814.00	1.12	57
10 7- 11/6	30	527	7000	17.6	\$452.26	\$5,266.26	0.86	46
11/6- 12/5	29	1357	8357	46.8	\$1,097.52	\$6,363.78	0.81	33
12/5 - 1/8	34	1713	10070	50.4	\$1,374.46	\$7,738.24	0.80	29
TOTALS	366	10070	10070	27.5	\$7,738.24	\$7,738.24	0.77	46
1998								
1/8 - 2/6	29	1,335	1335	46.03	\$1,080.26	\$1,080.26	\$0.81	27
2/6 - 3/6	28	1,111	2446	39.68	\$929.54	\$2,009.80	\$0.84	32
3/6 - 4/7	32	970	3416	30.31	\$538.02	\$2,547.82	\$0.55	38
4/7 - 5/7	30	674	4090	22.47	\$380.22	\$2,928.04	\$0.56	50
5/7 - 6/5	29	218	4308	7.52	\$145.64	\$3,073.68	\$0.67	54
6/5 - 7/9	34	152	4460	4.47	\$109.30	\$3,182.98	\$0.72	65
7/9 - 8/10	32	1	4461	0.00	\$20.30	\$3,203.28	\$20.30	70
8/10 - 9/8	29	1	4462	0.03	\$20.30	\$3,223.58	\$20.30	68
9/8 - 10/8	1	1	4463	1.00	\$20.30	\$3,243.88	\$20.30	58
10/8-11/10	63	775	5238	12.30	\$589.98	\$3,833.86	\$0.76	49
11/10-12/8	28	994	6232	35.50	\$745.03	\$4,578.89	\$0.75	41
12/8 - 1/9	32	1,634	7866	51.06	\$1,197.72	\$5,776.61	\$0.73	23
TOTALS	367	7,866	7,866	21.43	\$5,776.61	\$5,776.61	\$0.73	48
1999								
			0			0		
1/9 - 2/5	27	1466	1466	54.30	\$1,078.66	1078.66	\$0.74	25
2/5 - 3/9	32	1584	3050	49.50	\$1,162.09	2240.75	\$0.73	32
3/9 - 4/8	30	1110	4160	37.00	\$533.96	2774.71	\$0.48	37
4/8 - 5/11	33	743	4903	22.52	\$371.43	3146.14	\$0.50	49
5/11 - 6/9	29	246	5149	8.48	\$136.40	3282.54	\$0.55	61
6/9 - 7/8	29	36	5185	1.24	\$37.32	3319.86	\$1.04	69
7/8 - 8/6	29	1	5186	0.03	\$20.30	3340.16	\$20.30	71
8/6 - 9/8	33	6	5192	0.18	\$23.25	3363.41	\$3.88	68
9/8-10/7	29	234	5426	8.07	\$135.69	3499.1	\$0.58	63
10/7-11/5	29	589	6015	20.31	\$509.12	4008.22	\$0.86	47
11/5-12/7	32	1016	7031	31.75	\$821.20	4829.42	\$0.81	42
12/7 - 1/7	31	1501	8532	48.42	\$1,193.39	6022.81	\$0.80	31
TOTALS	363	8532	8532	23.50	\$6,022.81	6022.81	\$0.71	50

ELECTRICAL USEAGE 1996 - 1997 - 1998									
1997									
DATES	DAYS	KWH	TOT KWH	KWH/DAY	\$ BILLING	\$ / YEAR	\$ / DAY	\$ / KWH	DMD
1/8 - 2/1	24	1323	1323	55.1	\$184.67	\$184.67	\$7.69	\$0.1396	5.5
2/1 - 3/3	30	1521	2844	50.7	\$193.75	\$378.42	\$6.46	\$0.1274	5.2
3/3 - 4/2	30	1449	4293	48.3	\$209.84	\$588.26	\$6.99	\$0.1448	7.9
4/2 - 5/2	30	1620	5913	54.0	\$216.92	\$805.18	\$7.23	\$0.1339	7.1
5/2 - 6/6	35	1953	7866	55.8	\$267.76	\$1,072.94	\$7.65	\$0.1371	8.6
6/7 - 7/9	33	1548	9414	46.9	\$214.85	\$1,287.79	\$6.51	\$0.1388	6.8
7/9 - 8/1	23	1161	10575	50.5	\$181.50	\$1,469.29	\$7.89	\$0.1563	7.4
8/1 - 9/2	32	1638	12213	51.2	\$223.86	\$1,693.15	\$7.00	\$0.1367	6.9
9/2 - 10/1	29	1716	13929	59.2	\$229.42	\$1,922.57	\$7.91	\$0.1337	6.8
10/1 - 11/1	31	1845	15774	59.5	\$255.30	\$2,177.87	\$8.24	\$0.1384	8.3
11/1-12/10	39	2457	18231	63.0	\$312.48	\$2,490.35	\$8.01	\$0.1272	9.1
12/10- 1/2	23	1521	19752	66.1	\$233.40	\$2,723.75	\$10.15	\$0.1535	9.7
TOTALS	359	19752	19752	55.0	\$2,723.75	\$2,723.75	\$7.59	\$0.1379	7.4
1998									
1/2 - 2/2	31	1908	1908	61.5	\$312.92	\$312.92	\$10.09	\$0.1640	14.9
2/2 - 3/6	32	1890	3798	59.1	\$283.99	\$596.91	\$8.87	\$0.1503	11.7
3/6 - 4/3	28	1422	5220	50.8	\$203.92	\$800.83	\$7.28	\$0.1434	7.4
4/3 - 5/1	28	1413	6633	50.5	\$199.59	\$1,000.42	\$7.13	\$0.1413	7.1
5/1 - 6/2	32	1665	8298	52.0	\$228.82	\$1,229.24	\$7.15	\$0.1374	7.4
6/2 - 7/1	29	1467	9765	50.6	\$217.90	\$1,447.14	\$7.51	\$0.1485	8.3
7/1 - 8/5	35	1953	11718	55.8	\$261.29	\$1,708.43	\$7.47	\$0.1338	8.1
8/5 - 9/2	28	1575	13293	56.3	\$229.92	\$1,938.35	\$8.21	\$0.1460	8.5
9/2 - 10/6	34	1899	15192	55.9	\$264.85	\$2,203.20	\$7.79	\$0.1395	9.1
10/6 -11/4	29	1566	16758	54.0	\$247.00	\$2,450.20	\$8.52	\$0.1577	10.6
11/4 -12/2	28	1557	18315	55.6	\$226.55	\$2,676.75	\$8.09	\$0.1455	8.3
12/2 - 1/6	35	1908	20223	54.5	\$270.80	\$2,947.55	\$7.74	\$0.1419	9.7
TOTALS	369	20223	20223	54.8	\$2,947.55	\$2,947.55	\$7.99	\$0.1458	9.3
1999									
			0			0			
1/6 - 2/3	28	1476	1476	52.7	\$218.83	\$218.83	\$7.82	\$0.1483	8.3
2/3 - 3/2	27	1674	3150	62.0	\$248.41	\$467.24	\$9.20	\$0.1484	9.6
3/2 - 4/6	35	1989	5139	56.8	\$266.31	\$733.55	\$7.61	\$0.1339	8.3
4/6 - 5/3	27	1557	6696	57.7	\$234.23	\$967.78	\$8.68	\$0.1504	9.2
5/3 - 6/4	32	1728	8424	54.0	\$252.53	\$1,220.31	\$7.89	\$0.1461	9.5
6/4 - 7/1	27	1467	9891	54.3	\$212.79	\$1,433.10	\$7.88	\$0.1451	7.7
7/1 - 8/4	34	1836	11727	54.0	\$252.23	\$1,685.33	\$7.42	\$0.1374	8.3
8/4 - 9/1	28	1593	13320	56.9	\$232.43	\$1,917.76	\$8.30	\$0.1459	8.6
9/1-10/1	30	1836	15156	61.2	\$288.91	\$2,206.67	\$9.63	\$0.1574	12.6
10/1-11/1	31	1863	17019	60.1	\$269.18	\$2,475.85	\$8.68	\$0.1445	9.9
11/1-12/1	30	1656	18675	55.2	\$227.01	\$2,702.86	\$7.57	\$0.1371	7.2
12/1-1/3	35	1728	20403	49.4	\$243.05	\$2,945.91	\$6.94	\$0.1407	8.3
TOTALS	364	20403	20403	56.1	\$2,945.91	\$2,945.91	\$8.09	\$0.1444	9.0

02/04/00

AMERICAN-CANADIAN GENEALOGICAL SOCIETY
Income/Expense Year-to-Date Comparison
 January 2000

	<u>Jan '00</u>	<u>Jan '00</u>
Income		
4100 · MEMBERSHIP		
4101 · Dues	5,592.50	5,592.50
Total 4100 · MEMBERSHIP	5,592.50	5,592.50
4200 · PUBLICATIONS		
4203 · Repertoires	558.20	558.20
4204 · Index & Holdings	20.00	20.00
4207 · Quintin Publications	50.00	50.00
4208 · Orphan Publications	79.80	79.80
Total 4200 · PUBLICATIONS	708.00	708.00
4300 · GENEALOGIST		
4301 · Back Issues	124.90	124.90
Total 4300 · GENEALOGIST	124.90	124.90
4400 · LIBRARY		
4401 · All Copies	457.30	457.30
4402 · Maps-Charts-Guides	407.35	407.35
4403 · Guest Fees	45.00	45.00
4405 · Beverages	63.75	63.75
4406 · Candy & Snacks	65.92	65.92
Total 4400 · LIBRARY	1,039.32	1,039.32
4500 · RESEARCH		
4501 · Reasearch Income	293.00	293.00
4502 · Parchemin	63.00	63.00
Total 4500 · RESEARCH	356.00	356.00
4700 · SOCIETY		
4702 · Bldg Fund	449.85	449.85
4703 · Book Fund	168.00	168.00
4705 · Cash Over & Short	-1.23	-1.23
4706 · Ckg Act Int	5.86	5.86
4707 · Bld Fnd Int	2.33	2.33
4708 · Sav Act Int	1.47	1.47
Total 4700 · SOCIETY	626.28	626.28
4800 · BUILDING		
4801 · Rent	875.00	875.00
Total 4800 · BUILDING	875.00	875.00
Total Income	9,322.00	9,322.00
Gross Profit	9,322.00	9,322.00
Expense		
6100 · MEMBERSHIP EXP		
6102 · Supplies	260.00	260.00
Total 6100 · MEMBERSHIP EXP	260.00	260.00

02/04/00

AMERICAN-CANADIAN GENEALOGICAL SOCIETY
Income/Expense Year-to-Date Comparison
 January 2000

	Jan '00	Jan '00
6200 · PUBLICATIONS EXP		
6202 · Supplies	189.00	189.00
6203 · Print Reps	1,206.00	1,206.00
6205 · Jette & White	2,038.31	2,038.31
6208 · Orphan Publications	60.00	60.00
Total 6200 · PUBLICATIONS EXP	3,493.31	3,493.31
6300 · GENEALOGIST EXP		
6301 · Postage	979.84	979.84
Total 6300 · GENEALOGIST EXP	979.84	979.84
6400 · LIBRARY EXP		
6402 · Supplies	100.61	100.61
6406 · Candy/Snack	202.10	202.10
Total 6400 · LIBRARY EXP	302.71	302.71
6700 · SOCIETY EXP		
6702 · Supplies	404.71	404.71
6703 · Telephone	88.89	88.89
6705 · Subscriptions	105.00	105.00
6706 · Bad Checks	30.00	30.00
6707 · Bank Charges	5.50	5.50
6709 · Other	-166.00	-166.00
Total 6700 · SOCIETY EXP	468.10	468.10
6800 · BUILDING EXP		
6801 · Heat	1,193.39	1,193.39
6802 · Electricity	243.05	243.05
6805 · Building Maint.	804.00	804.00
6806 · Grounds Maint.	585.00	585.00
6807 · Fire Alarm Fee	480.00	480.00
6808 · Loan Interest	260.08	260.08
Total 6800 · BUILDING EXP	3,565.52	3,565.52
6999 · Uncategorized Expenses	0.00	0.00
Total Expense	9,069.48	9,069.48
Net Income	252.52	252.52

02/04/00

AMERICAN-CANADIAN GENEALOGICAL SOCIETY

Balance Sheet

As of January 31, 2000

	<u>Jan 31, '00</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · BANK ACCOUNTS	
1001 · CHECKING ACCOUNT-BNH	6,881.99
1002 · CHEQUING - CANADIAN FUNDS	612.27
1003 · BUILDING FUND-BNH	3,948.79
1004 · SAVINGS ACCOUNT-SMB	744.25
1005 · CASH ON HAND-CASH REG	150.00
1006 · PETTY CASH-VOLUNTEERS	300.00
Total 1000 · BANK ACCOUNTS	<u>12,637.30</u>
Total Checking/Savings	12,637.30
Accounts Receivable	
1100 · ACCOUNTS RECEIVABLE	289.00
Total Accounts Receivable	<u>289.00</u>
Other Current Assets	
1300 · INVENTORY-RESALE	25,368.43
1350 · ACGS HOLDINGS	176,719.14
Total Other Current Assets	<u>202,087.57</u>
Total Current Assets	215,013.87
Fixed Assets	
1501 · LIBRARY BUILDING	220,406.66
1502 · FURNITURE & EQUIPMENT	63,854.20
Total Fixed Assets	<u>284,260.86</u>
TOTAL ASSETS	<u><u>499,274.73</u></u>
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
2601 · NOTE PAYABLE-BUILDING	24,724.51
Total Long Term Liabilities	<u>24,724.51</u>
Total Liabilities	24,724.51
Equity	
3000 · OPENING BALANCE EQUITY	474,297.70
Net Income	252.52
Total Equity	<u>474,550.22</u>
TOTAL LIABILITIES & EQUITY	<u><u>499,274.73</u></u>

			<u>FUND BALANCES</u>	<u>31-Jan-00</u>	
<u>ARCHIVIST FUND</u>					
	Beginning Balance				\$25,803.14
Plus:	Membership	\$5,592.50	20.00%		\$1,118.50
Plus	Donations to Book Fund				
Less:	Books Purchased/Binding, etc.				\$2,581.50
	Ending Balance				\$24,340.14
<u>RESEARCH FUND</u>					
	Beginning Balance				\$15,269.95
Plus:	Current Month Receipts				\$356.00
Less:	Current Month Refunds				
Less:	Postage & Misc. Expenses				
Less:	Purchase of Research Equip.				
	Ending Balance				\$15,625.95

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>
06-Dec-99	Belanger	Viger	Yes	11-Jan-00	\$0.00		CNF - more info needed
06-Dec-99	Lubinski	Williams	Yes	22-Dec-99	\$0.00		CNF
06-Dec-99	Miller	LaSart	Yes	13-Dec-99	\$0.00		CNF ret'd check - limited N.W. materials
06-Dec-99	Paradis	Paradis	Yes	22-Dec-99	\$0.00		CNF
06-Dec-99	Paradis	Dumais	Yes	07-Jan-00	\$0.00		CNF - add'l info requested
06-Dec-99	Richards	Lauzon	Yes	03-Jan-00	\$15.00	17-Dec-99	CGH
06-Dec-99	Richards	Lafleur	Yes	03-Jan-00	\$15.00	17-Dec-99	CGH
06-Dec-99	Richards	Plumereaux	Yes		\$5.00	17-Dec-99	CGH 1 marriage only to France
10-Dec-99	Atkinson	LaQue	Yes	11-Jan-00	\$0.00		CNF - more info needed
10-Dec-99	Dundas	Samson	Yes	03-Jan-99	\$15.00	17-Dec-99	CGH
10-Dec-99	Dundas	Pilon	Yes	03-Jan-00	\$5.00	17-Dec-99	CGH
10-Dec-99	Dundas	St.Denis	Yes	03-Jan-00	\$5.00	17-Dec-99	CGH
10-Dec-99	Dundas	Farand/Vivarais	Yes	03-Jan-00	\$10.00	17-Dec-99	CGH
16-Dec-99	Blair	Nolet	Yes	11-Jan-00	\$0.00		CNF - more info needed
16-Dec-99	Wiskup	Sevigny	Yes		\$20.00	14-Jan-00	CGH
22-Dec-99	Maxson	Beaumont	Yes		\$15.00	11-Jan-00	3 generations
30-Dec-99	Buzby	Clough	Yes	06-Jan-00	\$0.00		CNF

Reasearch Dept. Income Report

<i>DATE PAID</i> <i>by Month</i>	<i>SURNAME</i>	<i>AMOUNT</i> <i>PAID</i>	<i>DATE PAID</i>
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December 1999

	<i>Bergeron</i>	\$20.00	12/1/99
	<i>Dundas</i>	\$5.00	12/18/99
	<i>Dundas</i>	\$5.00	12/21/99
	<i>Dundas</i>	\$5.00	12/21/99
	<i>Dundas</i>	\$10.00	12/21/99
	<i>Dundas</i>	\$15.00	12/18/99
	<i>Dundas</i>	\$15.00	12/21/99
	<i>Dundas</i>	\$20.00	12/18/99
	<i>Dundas</i>	\$20.00	12/18/99
	<i>Dundas</i>	\$20.00	12/18/99
	<i>Pouliot</i>	\$20.00	12/1/99
	<i>Richards</i>	\$15.00	12/26/99
	<i>Richards</i>	\$15.00	12/26/99

Grand Total \$185.00

RSDEPT Aging Report

<i>DATE_REC'D</i>	<i>SURNAME</i>	<i>LINE</i>	<i>REMARKS</i>
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! No Aging Report !