

American-Canadian Genealogical Society

Meeting of the Board of Directors

August 8, 2002

Meeting was called to order at 6:29 PM.

In attendance was Craig Donais, Marcel Jussaume, Lucie Leblanc Consentino, Roland Marchand, Paul Lambert, Bob Fournier, Mary Anna Paquette, Pauly Labbe, Don Chaput, Gerry Lalonde, Diane Thibault, Al Hamel, and Norma Boyce.

- A. Corrections to the minutes of the June 13, 2002 meeting were noted and then accepted. (Corrections have been so noted on the original minutes.)
- B. The Corresponding Secretary's Report was accepted as submitted.
- C. Treasurer's Report - Paul Lambert
 - A. Paul explained he would notify the Board of month-end entries affecting financials due to the bank cut-off timing.
 - B. Don Chaput questioned items on the financials – specifically why cash over/short fluctuated.
 - a. Discussion followed.
 - C. Don Chaput questioned the \$40,000 increase in Liabilities and Equity. Paul explained that the new publications were priced to be covered by insurance.
- D. VP Report – Marcel Jussaume
 - A. Marcel had nothing to report as he had been away.
- E. President's Report – Craig Donais
 - 1. President Donais presented Al Hamel who addressed the Board.

Al said he had recently been to Berlin to the Northwoods Heritage Group Festival geared towards the Franco community. Al described the location, the entertainment and the historical display. He had a conversation with the lady at the Historical Association Booth, and suggested to her that an ACGS official attend their next meeting. Al also talked to the lady who ran the festival itself, and she indicated interest in having ACGS at the festival.

Al saw this as free publicity for the ACGS, and an opportunity to create interest in genealogy with the Berliners. Al estimated that several thousand people attended the festival. The Berlin organizers were very interested in “hooking up” with ACGS, and they want to swap publications with us.

Conversation followed.

MOTION MADE BY GERRY LALONDE, SECONDED BY PAUL LAMBERT, TO SWAP PUBLICATIONS WITH THE BERLIN ORGANIZATION. MOTION PASSED.

2. Materials have been received again from NEHGS to participate in their November 2000 Conference
3. Something to think about as there is still plenty of time to decide. The NH Boy Scout Jamboree to be held October 3-4, 2003 at Gunstock Mountain in Gilford, NH will have approximately 10,000 boys in the 11-15 age group. There is a merit badge for genealogy, and we should consider setting up a booth there. In September 2002, the process will start to get groups to participate.

Conversation followed.

4. Al Hamel again addressed the Board and requested the Board consider donating the "blue book shelves". Auburn was given a 2-acre plot of land on which they built a building to house the Auburn Historical Association. The shelves came from the Plymouth State College Library and are not being used. The shelves have 8 bays and none uprights.

Conversation followed.

MOTION MADE BY LUCIE LEBLAC CONSENTINO, SECONDED BY BOB FOURNIER, TO DONATE THE BLUE BOOK SHELVES TO THE AUBURN HISTORICAL SOCIETY. MOTION PASSED.

(This is #6 on the Library Board Report attached.)

E. Committee Reports

Buildings and Grounds - Mary Anna Paquette reported the front door was open when the lady came to read the meters.

New Keypad has been installed because of the problems with the old one.

Don Chaput questioned who authorized the expenditure of \$330 to replace the keypad because it couldn't be fixed.

Conversation followed.

MOTION MADE BY DON CHAPUT, SECONDED BY MARCEL JUSSAUME, TO ACCEPT THE MONEY THAT HAS BEEN PAID FOR THE EXPENSE. MOTION PASSED.

Computers – Roland Marchand presented a report. He also stated the LDS computer failed. Access 2000 will be put on one computer for Julie Smith for memberships. Norton anti-virus was installed and found viruses on 3 computers. The Library computer had Windows 98 installed, but it runs slow. Roland indicated that he may need to clean off the harddrive and start fresh.

On the Holding computer, the network card was difficult to install. Roland enlisted the aid of two experts, but they had the same problem. Roland ended up using his own network card, and THAT worked just fine.

Roland is trying to get all the ACGS computers on a network. The PRDH is working fine.

Roland suggested we might want to put the Genealogist on CD-ROM and have the CD available for sale.

Conversation followed.

Bob Fournier suggested we get an internet connection in the library.

Conversation followed.

Editorial Board - Report submitted.

Memberships – Report submitted.

Gerry Lalonde stated we lost 244 members last year, and 77 so far this year.

Publicity – Bob Fournier said he was out of commission because of a storm that ‘fried’ his computer and had nothing to report.

Bob Fournier reported that Bob Neveux asked him to write an article on the grandmothers and granddaughters who visited the library to go with the picture taken by Bob Neveux and submit it to the local newspaper.

Publications – Report submitted.

Gerry suggested we consider decreasing our 1st print quantities from 25 to 10 because the association is starting to create a large inventory.

Conversation followed.

MOTION MADE BY LUCIE LEBLANC CONSENTINO, SECONDED BY DON CHAPUT, TO AUTHORIZE THE TREASURER, AFTER CONFERRING WITH PAULINE COTE TO DETERMINE VALIDITY OF THE LIMITATION, TO LIMIT THE NUMBER OF COPIES OF THE REPERTOIRES BE PRINTED. MOTIONPASSED.

Bob Fournier suggested we put ads out for the repertoires we have available for sale in the church bulletins. It was suggested that we should talk to Dave on how to handle this.

Research – no report.

Safety – no report.

F. **Old Business**

1. No news on nominations.
2. The lease from the State of NH has been received and continues through June 30, 2004.

G. **New Business**

1. Memberships – Gerry Lalonde said Bob Neveux suggested we do senior citizen seminars to generate public interest.

MOTION MADE BY GERRY LALOND, SECONDED BY LUCIE LEBLANC CONSENTINO, TO PERMIT BOOKS TO BE TAKEN OUTSIDE THE LIBRARY TO CONDUCT SEMINARS, WORKSHOPS, ETC. MOTION PASSED.

2. Gerry Lalonde also said that Bob Neveux also suggested putting an ad on restaurant placemats. The cost is \$60 per year, and ACGS could offer one free library day – a “Discovery Day” . Gerry suggested he get together with Bob Fournier to put an ad together. Marcel Jussaume suggested Gerry get more details, which Gerry agreed to do.
3. Roland Marchand suggested we put the titles of our acquisitions on our website. Once the society gets the acquisitions on Access, it could be done. Roland suggested a meeting be arranged to discuss doing this.
4. Craig Donais showed gold “anniversary” stickers and suggested we consider using them for the Conference and Anniversary. A brochure with a sample “30th Anniversary” was passed around. The cost is \$59 for 500 and \$257 for 10,000. Craig said he would hold for the next meeting. Diane Thibault suggested we look into it.
5. Norma Boyce stated that she saw an article where Otis Elevator had contributed the labor for installing an elevator. She then went on the web, located Otis Elevator’s website and e-mailed them to see if they had information that would be helpful to the society. Otis’s representative from the Maine office called and said that Otis would donate the labor and suggested that the society contact our Senators and Representatives for their assistance in finding financial resources for the cost of the elevator and construction. Norma contacted both Senator Bob Smith and Congressman John Sununu. Congressman’s Sununu’s office responded. They assigned a staff member to the inquiry, and he requested more information about the society. Norma turned over the information she had gathered to Gerry Lalonde to follow up on.
6. Craig said he received a message from Bob Neveux that we need to have someone monitor the answering service. It was stated that we should have a message to say “NO” to leave a message.
7. The Board went down to the 1st floor to review the organization and cleanliness of the “used book area”.

Meeting adjourned at 8:03 PM

Respectfully submitted,

Norma L. Boyce #7655
Recording Secretary

Please advise promptly of any errors or omissions.

(See Addendum on next page.)

Addendum to Minutes of the August 8, 2002 Board of Directors Meeting

- E. 2. November "2000" corrected to November "2003"
- E. 4. The shelves have 8 bays and "none" uprights corrected to The shelves have 8 bays and "nine" u
uprights.

American-Canadian Genealogical Society
Board of Directors Meeting
8 August 2002

Roll Call

Recording Secretary's Minutes

Officer Reports

- A. Corresponding Secretary
- B. Treasurer
- C. Vice President
- D. President - BERLIN,

NERGC
Nov 6-9, 2003

NH JAMBOREE
OCT 3-4, 2003

Committee Reports

Conferences
Library Board
Acquisitions
Buildings and Grounds
Computers/Internet
Editorial Board
Membership
Publicity
Publications
Research
Safety

Old Business

New Business

Next Meeting - September 12, 2002 at 6:30 pm

August 7, 2002

TO: ACGS OFFICERS and BOARD OF DIRECTORS
Library Board Report

Our Library Board meeting was held Wednesday, August 7, 2002.

Present: Lorraine Deschenes, Connie Hamel, Pauly Labbe, Roland Marchand and Mary Anna Paquette

1. Craig Donais and Marcel Jussaume have already been advised that the Archivist for the City of Manchester has picked up all the boxes of voter registration cards.
2. We have acquired index cards of immigrations from Canada to the United States. Lorraine Deschenes has sorted them and they are now filed in the top three drawers of the card file behind the second pillar.
3. The file drawers containing the Parish and Town Histories has been organized and labeled. These files contain the booklets which are too small/thin to put on the shelf in the "Main Collection".
4. The Obits from Concord Monitor have been completed for the year 2001 and is on the shelf.
5. Connie Hamel advised that it has been difficult to fill the volunteer slots for the month August. This is primarily due to vacations.
6. Al Hamel will approach the Board of Directors to request that the blue stacks, which we are unable to use, be donated to the Auburn Historical Association. This Association was recently formed for the Town of Auburn. They have a new building and need shelving for displays.

Next meeting: September 4, 2002.

Please note that September 4th will also be the last meeting for this Library Board.

Respectfully submitted,
Pauly Labbe
Mary Anna Paquette

August 8, 2002

TO: Board of Directors

From: Diane Thibault

Subject: Correspondence Report for Month of July 2002

The following correspondence was sent for the month of July

25 "Thank you" for donations of money

25 "Thank you" for donations of books / equipment

—
25 Total

Respectfully submitted,

Diane Thibault

Totals – September 2001 to August 2002

<u>Month</u>	<u>\$ Donations</u>	<u>Books</u>	<u>Inquires</u>	<u>Misc</u>	<u>Total</u>
September	18	3	0		21
October	12	5	0		17
November	16	10	1		27
December	9	5	1		15
January	18	4	1		23
February	15	2	3		20
March	21	7	2		30
April	20	6	0		26
May	16	1	0		17
June	18	0	0		18
July	20	5	0		25
August					
Totals	183	48	8		239



STATE OF NEW HAMPSHIRE
DEPARTMENT OF CULTURAL RESOURCES

Division of the Arts, Division of Historical Resources, Division of Libraries
American Canadian French Cultural Exchange Commission, Administratively Attached

Van McLeod, Commissioner

July 18, 2002

Mr. Craig Donais, President
American-Canadian Genealogical Society
4 Elm Street
PO Box 6478
Manchester, NH 03108-6478

Dear Mr. Donais

Section 3.3 of the lease agreement between the New Hampshire State Library and the American-Canadian Genealogical Society states that the tenant shall have the option to extend the term of the lease for an additional two years, by delivering advance notice to the landlord not later than thirty days prior to the expiration of the term. This notice was given to the American-Canadian Genealogical Society in a letter dated April 4, 2002 and accepted by you on May 9, 2002.

We have been informed that no additional paper work is required by the Society.

Sincerely

Kathleen M Stanick
Business Administrator

July 12, 2002

Mr. Craig Dennis, President
American-Canadian Genealogical Society
A Elm Street
PO Box 6478
Manchester, NH 03108-6478

Dear Mr. Dennis:

Section 3.3 of the lease agreement between the New Hampshire State Library and the American-Canadian Genealogical Society states that the tenant shall have the option to extend the term of the lease for an additional two years by delivering advance notice to the landlord not less than thirty days prior to the expiration of the term. This notice was given to the American-Canadian Genealogical Society in a letter dated April 4, 2002 and accepted by you on May 9, 2002.

We have been informed that no additional paperwork is required by the Society.

Sincerely,

Kathleen M. Stanek
Business Administrator



STATE OF NEW HAMPSHIRE



NEW HAMPSHIRE STATE LIBRARY

Department of Cultural Resources • Division of Libraries
20 Park Street • Concord, New Hampshire 03301

April 4, 2002

Mr. Al Hamel
American-Canadian Genealogical Society
4 Elm Street
PO Box 6478
Manchester, NH 03108-6478

Dear Mr. Hamel,

The New Hampshire State Library is exercising their option to renew its lease for the provision of 1,750 square feet of space for the Last Copy Depository at 4 Elm Street in Manchester. This is for the period of July 1, 2002 through June 30, 2004. The rent for the renewal will be \$901.25 per month as outlined in the original agreement signed on September 5, 1997.

Al Hamel
American-Canadian Genealogical Society

Michael York
State Librarian
NH State Library

Accepted.
9 May 02
Craig S. Jones
President 2001-02