

American-Canadian Genealogical Society

Minutes of the Meeting of the Board of Directors

November 20, 2003

Meeting was called to order at 6:03 PM.

Present was Marcel Jussaume, Lucie LeBlanc-Consentino, Paul Lambert, Roger Lanctot, Jeanne Boisvert, Julie Smith, Don Chaput, Lorraine Huppe, Amber Beland, Alice Chatis and Norma Boyce.

Excused was Connie Hamel.

Visitor in attendance was Herb Boyce of Buildings and Grounds.

Minutes of the previous meeting were accepted as amended.

Corresponding Secretary – Diane Thibault.
Report submitted.

Treasurer's Report – Paul Lambert

Paul mentioned that he wasn't sure if everyone got his report because the mailboxes had been changed.

It was also noticed that some expenses on the October financial statements may have been misclassified, especially under # 6603-Conference Printing and Supplies. Paul stated that approximately \$3,500 was for printing of the Genealogist that should have been charged to #6303, and \$2,500 was for printing of letterhead and envelopes that should have been charged to #6702. It was requested that Paul reclassify the expenses into their proper accounts, review the financial statements again and provide a revised version at the next Board meeting.

Marcel introduced Herb Boyce, Chair of Buildings and Grounds, and everyone present introduced themselves for benefit of Alice Chatis, the newly elected director.

Vice President's Report – Lucie LeBlanc-Consentino

No report, as she had just been elected to the BOD on October 22, 2003.

President's Report – Marcel Jussaume

No report.

Acquisitions – Marcel Jussaume

No report.

Marcel also mentioned that he still hasn't received the detailed list of acquisitions he had requested of the previous Acquisitions chair.

Buildings and Grounds - Herb Boyce

Herb reported on the flooding on the lower level due to a burst in the heating system pipes. He said that both he and Gerry Lalonde were called. Herb explained the basics of how the heating system worked, and what had caused the pipe to rupture. Herb showed the Board a blocked pipe and explained the

strainers were clogged and the gate valves were plugged solid. He said that Johnson Controls confirmed that the rupture was probably caused from many years of neglected maintenance.

Herb reported that the State of NH had sustained damage to their books in the room they rent, and that they had been asked to give us an accounting of their losses. Herb said that ACGS itself has 10 to 12 boxes of books that need to be sorted out as to what is damaged and what is salvageable, and provide an accounting of such for insurance purposes.

Herb went on to say that the estimate to repair the problem was about \$3,000. In addition, Herb said that Johnson Controls strongly recommended that we have them go through the whole system once a year. The cost would be about \$350.

Herb also mentioned the problem with the urinals, especially on the third floor. Herb suggested that we call in a plumber to fix the 3rd floor restrooms. He suggested refreshers for all the restrooms, as well.

Marcel requested that Herb get an estimate from our preferred plumber with regard to the 3rd floor bathrooms to present at the next Board meeting.

Paul reported that we pay \$300 monthly for the cleaning service, and that we also paid an additional \$70 for cleaning prior to the conference. Herb stated that the services were not being provided for what we were paying for. Lorraine Huppe mentioned that her husband was retired, but had been in the custodial business for over 30 years, and was available if ACGS wanted to make a change in cleaning companies.. After some discussion, Herb said that he would contact the cleaning company – Excellent Choice Cleaning Company – and talk to them about the situation and report back to the Board.

Diane Thibault inquired if our insurance will cover the materials damaged from the downstairs flooding. Paul said that he notified the insurance company, and that he needs an inventory from Roger Lanctot and Muriel Normand to determine the damaged items to provide to the insurance company.

Computers/Internet – no report

Conference Committee – Lucie LeBlanc-Consentino

Lucie reported that the fall 30th Anniversary Conferences were very successful, and that we had a full house.

Editorial Committee – no report.

Julie Smith mentioned that the printer had used the old mailing list to mail the Genealogist, and, therefore, there would be a need to send about 25-30 issues via 1st class mail. Marcel said he would contact Pauline Cusson regarding this issue.

Grants/Elevator Committee – Norma Boyce

Norma reported that she want still waiting for Otis Elevator to do their site evaluation.

Inventory – no report

Membership – Julie Smith

Report submitted.

Library Director – no report. Position vacant.

Parliamentary Advisor – no report

Public Relations – no report

Publications – no report

Publicity – no report

Research Services – no report

Marcel reported that all Research Service files on the computer had been purged. No one knows who did it, or how it was done. Marcel said that hopefully there were hard copies in the files.

MOTION MADE BY NORMA BOYCE, SECONDED BY DIANE THIBAUT, THAT BOTH THE COMPUTER COMMITTEE CHAIR AND THE PRESIDENT OF THE SOCIETY HAVE, AT ALL TIMES, AN UP-TO-DATE LIST OF ALL THE LOGONS AND PASSWORDS MAINTAINED BY VOLUNTEERS USING THE SOCIETY'S COMPUTERS. MOTION PASSED.

Marcel was asked to contact Sam Harris to make this happen.

WEBSITE – Lucie LeBlanc-Consentino

Lucie recommended to the Board of Directors that ACGS use E-Commerce rather than the original company, Americart, to process our on-line-store transactions. She said that it would cost about \$400 to set it up. She further stated that the cost would be approximately the same, but research had indicated that E-Commerce was the better company to go with.

MOTION MADE BY DON CHAPUT, SECONDED BY ALICE CHATIS, THAT ACGS SWITCH FROM AMERICART TO E-COMMERCE FOR PURPOSES OF PROCESSING ACGS' ON-LINE STORE TRANSACTIONS. VOTE OF 9 AFFIRMATIVE, 3 NEGATIVE. MOTION PASSED.

Conversation followed. Paul raised many questions about the operation, and Lucie told him that she would get him a contact person at E-Commerce so that all his questions/concerns regarding the on-line store transactions could be addressed directly between him and the E-Commerce representative.

Old Business

- A. Avalanche Snowplowing – quote received on snowplowing was the same as last year's quote.

MOTION MADE BY JULIE SMITH, SECONDED BY JEANNE BOISVERT, THAT WE ACCEPT THEIR QUOTE FOR THE 2003-2004 SEASON. MOTION PASSED.

- B. David Bonitabibus furnished the Board with a quote on a new copier, as requested.

Conversation followed.

MOTION MADE BY DIANE THIBAUT, SECONDED BY ROGER LANCTOT, THAT THE BOARD ACCEPT THE QUOTE AS FURNISHED, AND AUTHORIZE THE PURCHASE OF THE COPIER AT \$1,035.13, WHICH INCLUDED A PRINT CARTRIDGE AND ON-LINE SERVICE. MOTION PASSED.

- C. Conversation ensued over the cash register that was purchased, and though to be returned last summer. The cash register had been found on the floor, sitting on its side, near the 3rd floor doors

only days before the Nov. 20 Board meeting. Paul explained that the register had been purchased through a friend of a friend at BJ's. At first it was suggested to return the register to BJ's for a refund, providing they would accept it due to the duration of time since the original sale. Then it was agreed upon that the society would hold on to the register for another month, and then decide whether to try to return it for a refund.

Conversation followed.

MOTION MADE BY DON CHAPUT, SECONDED BY PAUL LAMBERT. TO HAVE ANY EXPENDITURE OVER \$100, OTHER THAN NORMAL RECURRING OPERATING EXPENSES, AND EXPENDITURES FOR EMERGENCIES, BE APPROVED BY THE BOARD. VOTE WAS 11 AFFIRMATIVE, 1 NEGATIVE. MOTION PASSED.

Herb Boyce offered to get information on what was available for cash registers, and get back to the Board.

- D. With regard to filing vacancies – Marcel noted that we still need volunteers.
- E. It was reported that ACGS is no longer getting a discount on Stephen White's.

MOTION MADE BY DIANE THIBAUT, SECONDED BY LUCIE LEBLANC-CONSENTINO. THAT ACGS CONTINUE TO SELL THE STEPHEN WHITE DICTIONNAIRE. MOTION PASSED.

Discussion continued and it was noted that Muriel sets the sales prices. Marcel said he would talk to Muriel about how the prices are set, and advise the Board.

New Business

- A. Diane Thibault mentioned that the Franco-American ^{Centre} Society was having an Open House on Nov. 21, 2003. Diane said that she thought ACGS should try to partner with these societies in the Manchester area that share common interests with ACGS, and that she was planning to attend the Open House anyway, so she would also go as a representative of ACGS.
- B. Marcel advised everyone to plan on December 18th for next month's meeting, but that if there was nothing major, the meeting might well be cancelled. He also mentioned that if something came up, it might possibly be handled by Electronic Vote.

Meeting adjourned at 8:09 PM.

Respectfully submitted,

Norma Boyce # 7655
Recording Secretary
American-Canadian Genealogical Society

TO: ACGS Board of Directors
FROM: Herb Boyce, Bldg. & Grounds
DATE: January 6, 2004
SUBJ: December 2003 Monthly Report

Plumber's estimate to fix bathrooms

Per directive from the BOD at the November 20, 2003 meeting, Breen Plumbing and Heating was called, came to ACGS to review the situation, and agreed to give ACGS an estimate, which we are still waiting for. The estimate will include 3 automatic flushers on the second floor, moving one of the existing flushers to the third floor (to replace an old, unrepairable one), repair one toilet in the third floor ladies room and to repair and upgrade the sink faucets and drains in the second or third floor mens room, as needed.

Since the last BOD meeting, I placed sanitary blocks in the urinals which has cut down on some of the repulsive odor. When talking to Breen, he suggested that about 10 of the tiles under all the urinals on both the second and third floor mens rooms been taken up and replaced because they are urine damaged, and urine has also seeped below the tiles, thus causing the yellow staining.

Cleaning Company

As agreed at the last BOD meeting, I called and met with the owner (Denise) of Excellent Choice Cleaning Company. A tour of the building was done, and Denise was shown areas of the building that were paid to be cleaned, but were not. She was surprised and apologized. She agreed to send in an extra crew to clean the first and third floors. which was done. She agreed to have the cleaning lady check these floors on a periodic basis, and to dump the trash on these floors, without any additional charge.

Heating System

Johnson Controls has completed their repairs of the heating system as of January 2, 2004. The total repair bills exceeded \$6,800. This included repair for the first water leak in the mailroom, the major leak in the back storage room which caused damage in the room rented by the state, repair and replacement of all the insulation on the existing pipes that was in disarray or missing, and repair of the heating element in the second floor mens room. Johnson Controls feels our heating system is now in top order.

After several requests, I still continue to wait for the water-damaged items to be sorted out so we can determine the details of our losses for forwarding to the insurance company. I would like to be able to pick up the first floor and be rid of the messiness.

Lights, Computers and Printers

While performing several "walk-throughs", I have found several monitors or computers left on, which I have turned off. Several times, the hallway lights have been left on, which I have turned off. Even on occasion, lights in the library, or over the office section, have been left on, and I have turned them off. I even posted a reminder at the librarian's desk to make sure all lights, computers and printers were properly turned off.

Air Conditioner Covers

I installed all four air conditioner covers.

Copy Machine

After noticing an "out of order" sign on the copy machine for about two weeks, I decided to take a look at it. I was able to reset the coin mechanism, and the copier has worked okay since. Going forward, I will investigate every time I see an "out of order" sign on it, unless someone wants to call me directly to tell me it is down which would enable me to fix it sooner.

Lighting in Main Library

I replaced several burned out bulbs.

Roof Leak

Paul Lambert phoned me New Year's Eve to tell me it looked as if there was a roof leak in the third floor main conference room. Upon investigation, it appears that the roof storm drain had a leak caused by a possible ice jam. I was not 100% positive of this, so I called John Nightingale Roofing and discussed the situation with him as he did the roof 10 years ago. He agreed that that was the most likely cause of the leak. The leaking had since stopped, even though we have some heavy rains. It appears that we also lost four ceiling tiles. The carpeting appears to have avoided damage. Nightingale said that come the first of April, provided we have no more leaks, he would come to inspect the whole roof. At that time, he would also offer his recommendations for any repairs or preventative maintenance. Areas that would be specifically checked would be the storm drains, and he possible leak in the third floor office near the window. Nightingale said he has not inspected the roof in eight years, so it is definitely due. Nightingale did say that if the leak in the conference room erupted again, he would come right in.

Cash Register

Because the BOD agreed at the last meeting to delay action on the newly cash register purchased last summer, I didn't do anything with BJ's to see if they would allow us to return it. In the meantime, Paul Lambert told me that he purchased the cash register for himself.

Per my agreement with the BOD, I have started to accumulate information on what is available for cash registers with inventory capabilities, and will report to the BOD when I have collected all the information and summarized it.

Credit Card

I am still waiting for a n ACGS credit card to purchase supplies for ACGS. Marcel instructed Paul to furnish me with a credit card at last BOD meeting on November 20, 2003. In the meantime, I have been spending my own money, and Paul has been reimbursing me. I have a current request from Mary Anna to purchase printer ribbons for the Lexmarks.

Respectfully submitted,

Herb Boyce # 8504
Building and Grounds Chair
American-Canadian Genealogical Society

**American Canadian Genealogical Society
Board of Directors Meeting**

20 November 2003

Roll Call:

Excused:

Absent:

Recording Secretary's Minutes:

Motion to accept?

Officers Reports:

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

File for Audit.

Committee Reports:

- Acquisitions
- Buildings Ground & Safety
- Computers/Internet
- Conferences
- Editor
- Grants & Elevator
- Inventory
- Library Director
- Membership
- Parliamentary Advisor
- Public Presentations
- Publications
- Publicity
- Research Services
- Web Site

Old Business:

Snow Plowing Contract

Cash Register

Boiler and Steam Pipes

Filling vacancies

David Bonitatibus request for Copier for parish copy work

New Business:

Research Department and Missing Files

Water Damage to Journals and Fr Croteau Repertoires

Acquisitions

Book Binding

Meeting adjourned:

Next Meeting: December 17 2003, at 6 pm

November 18, 2003

TO: Board of Directors

From: Diane Thibault



Subject: Correspondence Report for Month of October 2003

The following correspondence was sent for the month of October

- 13 "Thank you" for donations of money
- 0 "Thank you" for donations of books / equipment
- 2 Request for information
-
- 15 Total

Respectfully submitted,

Diane Thibault

Totals – September 2003 to August 2004

<u>Month</u>	<u>\$ Donations</u>	<u>Books</u>	<u>Inquires</u>	<u>Misc</u>	<u>Total</u>
September	15	1	2		18
October	13		2		15
November					
December					
January					
February					
March					
April					
May					
June					
July					
August					
Totals	28	1	4		33

September 18, 2003

[Handwritten signature]

Board of Directors

Finance Director

Subject: Correspondence Report for Month of October 2003

The following correspondence was sent for the month of October

"Thank you" for donations of money

$$\begin{array}{r}
 190 \\
 70 \\
 \hline
 106.00
 \end{array}$$

$$\begin{array}{r}
 178 \\
 35 \\
 \hline
 143 \\
 106 \\
 \hline
 72 \\
 \hline
 \text{\$ } 37
 \end{array}$$

Month	Donations	Books	Inquiries	Miss	Total
September	13	1	2		18
October	13		2		15
November					
December					
January					
February					
March					
April					
May					
June					
July					
August					
Totals	26	1	4		31

11/08/03

American-Canadian Genealogical Society

Balance Sheet

As of November 3, 2003

Nov 3, 03

ASSETS**Current Assets****Checking/Savings****1000 · BANK ACCOUNTS**

1001 · CHECKING ACCOUNT-BNH 47,106.02

1002 · CHEQUING - CANADIAN FUNDS 3,381.99

1003 · BUILDING FUND-BNH 16,756.62

1004 · BOOK FUND-SMB 5,643.35

1005 · CASH ON HAND-CASH REG 150.00

1006 · PETTY CASH-VOLUNTEERS 200.00

1007 · C.D. SMB 10/18/2002 1,113.06

1009 · LIFE MEMB. ACCT. BNH 2,609.85

1000 · BANK ACCOUNTS - Other 1,705.15

Total 1000 · BANK ACCOUNTS 78,666.04**Total Checking/Savings** 78,666.04**Accounts Receivable**

1100 · ACCOUNTS RECEIVABLE 1,245.31

Total Accounts Receivable 1,245.31**Other Current Assets**

1300 · INVENTORY-RESALE 64,908.85

Total Other Current Assets 64,908.85**Total Current Assets** 144,820.20**Fixed Assets****1500 · Fixed Assets**

1501 · LIBRARY BUILDING 221,756.66

1502 · FURNITURE & EQUIPMENT 81,908.33

1503 · ACGS HOLDINGS 206,927.57

Total 1500 · Fixed Assets 510,592.56**Total Fixed Assets** 510,592.56**TOTAL ASSETS** 655,412.76**LIABILITIES & EQUITY****Equity**

3000 · OPENING BALANCE EQUITY 516,249.70

3900 · RETAINED EARNINGS 100,639.60

Net Income 38,523.46

Total Equity 655,412.76**TOTAL LIABILITIES & EQUITY** 655,412.76

11/08/03

American-Canadian Genealogical Society
Income/Expense Year-to-Date Comparison
 October 1 through November 4, 2003

	Oct 1 - Nov 4, 03	Jan 1 - Nov 4, 03
Income		
4100 · MEMBERSHIP		
4101 · Dues	4,493.00	50,314.00
4100 · MEMBERSHIP - Other	0.00	2,313.00
Total 4100 · MEMBERSHIP	4,493.00	52,627.00
4200 · PUBLICATIONS		
4203 · Repertoires	504.00	15,612.61
4204 · Index & Holdings	36.00	277.01
4205 · Jette & White	157.50	5,321.00
4206 · CD Roms	29.55	811.30
4207 · Fr, Croteau Publications	55.00	2,901.37
4208 · Orphan Publications	264.00	2,400.27
4209 · Other	36.00	36.00
Total 4200 · PUBLICATIONS	1,082.05	27,359.56
4300 · GENEALOGIST		
4301 · Back Issues	95.10	675.44
4302 · Advertising	0.00	80.00
Total 4300 · GENEALOGIST	95.10	755.44
4400 · LIBRARY		
4401 · All Copies	75.45	960.43
4402 · Maps-Charts-Guides	131.55	2,362.66
4403 · Guest Fees	130.25	1,071.35
4404 · Pins	25.00	395.00
4405 · Beverages	19.00	230.46
4406 · Candy & Snacks	0.00	25.00
4408 · Gift Certificates	0.00	3.00
Total 4400 · LIBRARY	381.25	5,047.90
4500 · RESEARCH		
4501 · Reasearch Income	177.00	2,582.00
Total 4500 · RESEARCH	177.00	2,582.00
4600 · CONFERENCE		
4601 · Attend Fees	0.00	2,735.46
4602 · Raffle	0.00	120.50
4605 · Refreshments	0.00	70.00
4607 · Used Books Sales	0.00	1,074.01
Total 4600 · CONFERENCE	0.00	3,999.97
4700 · SOCIETY		
4701 · Elevator Fund	117.48	3,027.08
4702 · Bldg Fund	5.00	236.02
4703 · Book Fund	75.00	1,167.50
4704 · Currency Exchange	-49.42	1,655.08
4705 · Cash Over & Short	-3.13	43.16
4706 · Ckg Act Int	4.09	33.50
4707 · Bld Fnd Int	1.38	17.25
4708 · Sav Act Int	4.48	63.18
Total 4700 · SOCIETY	154.88	6,242.77

11/08/03

American-Canadian Genealogical Society Income/Expense Year-to-Date Comparison October 1 through November 4, 2003

	Oct 1 - Nov 4, 03	Jan 1 - Nov 4, 03
4800 · BUILDING		
4801 · Rent	875.00	15,025.00
Total 4800 · BUILDING	875.00	15,025.00
Total Income	7,258.28	113,639.64
Gross Profit	7,258.28	113,639.64
Expense		
6100 · MEMBERSHIP EXP		
6101 · Postage	0.00	521.45
6102 · Supplies	0.00	134.97
Total 6100 · MEMBERSHIP EXP	0.00	656.42
6200 · PUBLICATIONS EXP		
6201 · Postage	30.01	794.95
6202 · Supplies	95.98	674.69
6203 · Print Reps	0.00	4,462.45
6205 · Jette & White	0.00	7,795.71
6206 · CD Roms	0.00	1,008.76
6207 · Fr. Croteau Publications	1.84	1.84
6208 · Orphan Publications	504.00	2,854.00
Total 6200 · PUBLICATIONS EXP	631.83	17,592.40
6300 · GENEALOGIST EXP		
6301 · Postage	2.26	3,333.46
6302 · Supplies	0.00	50.95
6303 · Printing	0.00	8,618.12
Total 6300 · GENEALOGIST EXP	2.26	12,002.53
6400 · LIBRARY EXP		
6401 · Postage	8.90	87.90
6402 · Supplies	0.00	1,536.82
6403 · Printing Maps & Info Sheets	99.40	99.40
6404 · Equip. Maint	235.38	1,860.40
6405 · Beverages	0.00	231.41
6406 · Candy/Snack	0.00	89.74
Total 6400 · LIBRARY EXP	343.68	3,905.67
6500 · RESEARCH EXP		
6501 · Postage	6.35	163.35
6502 · Supplies	0.00	116.95
Total 6500 · RESEARCH EXP	6.35	280.30
6600 · CONFERENCE EXP		
6602 Raffle Prizes	50.00	50.00
6603 · Printing & Supplies	33.49	6,397.50
6604 · Speakers	278.25	3,020.07
6605 · Caterer & Refreshments	95.25	802.15
6609 · Other	0.00	3,367.69
Total 6600 · CONFERENCE EXP	456.99	13,637.41

*- Approx 3500 -
Genealogist printing
& 2500 letterheads
& envelopes
to #6702.*

11/08/03

American-Canadian Genealogical Society
Income/Expense Year-to-Date Comparison
 October 1 through November 4, 2003

	<u>Oct 1 - Nov 4, 03</u>	<u>Jan 1 - Nov 4, 03</u>
6700 · SOCIETY EXP		
6701 · Postage	0.00	503.45
6702 · Supplies	0.00	159.76
6703 · Telephone	106.22	1,213.94
6704 · Insurance Content/Bond	0.00	2,063.00
6705 · Subscriptions	0.00	322.99
6707 · Bank Charges	6.80	68.30
6708 · Fund Raising Exp	0.00	12.00
6709 · Other	0.00	660.00
6710 · Credit Card Charges	48.43	589.78
6712 · Internet Services	9.95	900.16
6700 · SOCIETY EXP - Other	0.00	37.00
Total 6700 · SOCIETY EXP	<u>171.40</u>	<u>6,530.38</u>
6800 · BUILDING EXP		
6801 · Heat	486.67	7,297.07
6802 · Electricity	295.22	2,484.02
6803 · Water-Sewer	0.00	284.87
6804 · Bldg & Liab Ins.	0.00	1,769.00
6805 · Building Maint.	551.25	4,159.56
6806 · Grounds Maint.	95.00	3,877.50
6807 · Fire Alarm Fee	159.05	639.05
Total 6800 · BUILDING EXP	<u>1,587.19</u>	<u>20,511.07</u>
	<u>3,199.70</u>	<u>75,116.18</u>
	<u>4,058.58</u>	<u>38,523.46</u>

Total Expense

Net Income

Statement of the General Assembly
 of the State of Tennessee
 for the Year 1890

1890		1889	
Jan 1 - Dec 31	Jan 1 - Dec 31	Jan 1 - Dec 31	Jan 1 - Dec 31
1,000,000	1,000,000	1,000,000	1,000,000
200,000	200,000	200,000	200,000
300,000	300,000	300,000	300,000
400,000	400,000	400,000	400,000
500,000	500,000	500,000	500,000
600,000	600,000	600,000	600,000
700,000	700,000	700,000	700,000
800,000	800,000	800,000	800,000
900,000	900,000	900,000	900,000
1,000,000	1,000,000	1,000,000	1,000,000
1,100,000	1,100,000	1,100,000	1,100,000
1,200,000	1,200,000	1,200,000	1,200,000
1,300,000	1,300,000	1,300,000	1,300,000
1,400,000	1,400,000	1,400,000	1,400,000
1,500,000	1,500,000	1,500,000	1,500,000
1,600,000	1,600,000	1,600,000	1,600,000
1,700,000	1,700,000	1,700,000	1,700,000
1,800,000	1,800,000	1,800,000	1,800,000
1,900,000	1,900,000	1,900,000	1,900,000
2,000,000	2,000,000	2,000,000	2,000,000
2,100,000	2,100,000	2,100,000	2,100,000
2,200,000	2,200,000	2,200,000	2,200,000
2,300,000	2,300,000	2,300,000	2,300,000
2,400,000	2,400,000	2,400,000	2,400,000
2,500,000	2,500,000	2,500,000	2,500,000
2,600,000	2,600,000	2,600,000	2,600,000
2,700,000	2,700,000	2,700,000	2,700,000
2,800,000	2,800,000	2,800,000	2,800,000
2,900,000	2,900,000	2,900,000	2,900,000
3,000,000	3,000,000	3,000,000	3,000,000

11/08/03

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6303 · Printing	0.00	8,618.12
Total 6300 · GENEALOGIST EXP	2.26	12,002.53
6400 · LIBRARY EXP		
6401 · Postage	8.90	87.90
6402 · Supplies	0.00	1,536.82
6403 · Printing Maps & Info Sheets	99.40	99.40
6404 · Equip. Maint	235.38	1,860.40
6405 · Beverages	0.00	231.41
6406 · Candy/Snack	0.00	89.74
Total 6400 · LIBRARY EXP	343.68	3,905.67
6500 · RESEARCH EXP		
6501 · Postage	6.35	163.35
6502 · Supplies	0.00	116.95
Total 6500 · RESEARCH EXP	6.35	280.30
6600 · CONFERENCE EXP		
6602 Raffle Prizes	50.00	50.00
6603 · Printing & Supplies	33.49	6,397.50
6604 · Speakers	278.25	3,020.07
6605 · Caterer & Refreshments	95.25	802.15
6609 · Other	0.00	3,367.69
Total 6600 · CONFERENCE EXP	456.99	13,637.41

*- Approx. 3500 -
Genealogist printing
& 2500 letterheads
& envelopes
to #6702.*

11/08/03

American-Canadian Genealogical Society
Income/Expense Year-to-Date Comparison
 October 1 through November 4, 2003

	Oct 1 - Nov 4, 03	Jan 1 - Nov 4, 03
6700 · SOCIETY EXP		
6701 · Postage	0.00	503.45
6702 · Supplies	0.00	159.76
6703 · Telephone	106.22	1,213.94
6704 · Insurance Content/Bond	0.00	2,063.00
6705 · Subscriptions	0.00	322.99
6707 · Bank Charges	6.80	68.30
6708 · Fund Raising Exp	0.00	12.00
6709 · Other	0.00	660.00
6710 · Credit Card Charges	48.43	589.78
6712 · Internet Services	9.95	900.16
6700 · SOCIETY EXP - Other	0.00	37.00
Total 6700 · SOCIETY EXP	171.40	6,530.38
6800 · BUILDING EXP		
6801 · Heat	486.67	7,297.07
6802 · Electricity	295.22	2,484.02
6803 · Water-Sewer	0.00	284.87
6804 · Bldg & Liab Ins.	0.00	1,769.00
6805 · Building Maint.	551.25	4,159.56
6806 · Grounds Maint.	95.00	3,877.50
6807 · Fire Alarm Fee	159.05	639.05
Total 6800 · BUILDING EXP	1,587.19	20,511.07
Total Expense	3,199.70	75,116.18
Net Income	4,058.58	38,523.46

Membership Reminder Notices Report

November 2003

<u>Membership Type</u>	Renewals	Reminders	Renewals <i>(Previously sent out)</i>
	<u>December 2003</u>	<u>September 2003</u>	<u>September 2003</u>
US Individual (\$30)	129	42	147
US Family (\$45)	6	1	16
Canadian Individual (\$38)	1	-	2
Canadian Family (\$57)	-	-	-
Overseas Individual (\$50)	-	-	-
Institutional (\$50)	1	1	2
Total:	137	44	167

Submitted by Michael B. Melanson, #2803

MEMBERSHIP REPORT
FOR MONTH OF
October 2003

New Members:	15
Renewals:	138
Donations to Building Fund/Acquisitions:	\$200.00
Total Number of Active Members:	2366
Active Members	1921
Family Members	195
Student	3
Exchange	122
Life	116
Life Family	4
<u>Life Genealogist</u> (1 st class postage)	0
<u>Active Genealogist</u> (1 st class postage)	5

Submitted by:

Julie Smith #3147