

**AMERICAN CANADIAN GENEALOGICAL SOCIETY
MINUTES OF THE BOARD
January 13, 2005**

The board was called to order by the president at 6:05 PM.

Present; Rick Guillemette, Gerry Savard, Roger Lanctot, Lorette Leafe, Julie Smith, Jeanne Boisvert, Lorraine Huppe, Pauline Cusson, Connie Hamel and Muriel Normand

Excused : Paul Lambert, Gerry Lalonde

No guest chairpersons were present.

REPORT OF OFFICERS

Recording Secretary: Report of the minutes for the December 9 meeting reviewed. Motion to approve minutes as ~~corrected by Muriel Normand~~, amended at February meeting to "as published by Julie Smith, second Connie Hamel. Carried.

Treasurer's Report: reviewed and tabled due to the treasurer's absence.

Corresponding Secretary: Received electronically. Discussion regarding the usefulness of email thank you notes and membership requests as addresses continuously change.

Action: Place a comment in the Genealogist and continue to trial for 3 to 6 months. Any email returned will be sent via snail mail.

President's Report:

- NERGC: We will receive a full page add in the program as we are paying participants. We are also required to pay for a \$100 add in New England Ancestors. Contents for the quarter page add were discussed (Pauline what is the \$100. for?, the agenda says full page but we get a full page for free! If so, where is this paid full page?)
Motion to approve the \$100 made by Connie Hamel, second Julie Smith, carried.

COMMITTEE REPORTS

By Laws Committee: Interest in participating expressed by several members . Connie Hamel will invited this group to present at the next board meeting

Conference Committee: Connie is willing to facilitate and coordinate. Jeanne Boisvert and Lorraine Huppe will chair with direction from Connie. All board members will assist in this effort.

Library Board: Discussion re communication with receptionists especially regarding new info. The library board will discuss a system such as a white board or clipboard with only recent information placed there.

Publicity: How to improve our visibility in the community was the focus. Connie has arranged to have ACGS listed under "attractions" in the local Hippo press.

Publications: Received electronically.

Membership: Received electronically

Web site: Work ongoing in sprucing up the forms including the addition of our logo. The membership enrollment form will be converted to PDF. Nicole has also ~~purchased~~ amended to "found", a new tool that will allow her to track and collect computer speed of site visitors and load time for dial up users.

UNFINISHED BUSINESS

- Pauline will check with Herb as to the status re plowing for this year. The area is plowed but there is no contract in force.

NEW BUSINESS

- Online access for patrons on one library computer in the near future? How this will happen and what the guidelines will be are the issues. ?present online demos of what's good and what's not? When?
- Finance/Auditing committee to be established ad hoc until by laws changes are proposed and voted upon to make it a standing committee. Jerry Lalonde will participate.

Muriel moved to adjourn at 8:05PM, second Julie. Carried

Respectfully submitted

Muriel Normand
Recording Secretary

American-Canadian Genealogical Society
Income/Expense Previous Year Comparison
 January through December 2004

	<u>Jan - Dec 04</u>	<u>Jan - Dec 03</u>	<u>\$ Change</u>	<u>% Change</u>
Income				
4100 · MEMBERSHIP	54,836.55	61,242.00	-6,405.45	-10.5%
4200 · PUBLICATIONS	20,351.67	28,184.03	-7,832.36	-27.8%
4300 · GENEALOGIST	873.74	829.94	43.80	5.3%
4400 · LIBRARY	4,927.65	5,930.53	-1,002.88	-16.9%
4500 · RESEARCH	4,811.00	2,602.00	2,209.00	84.9%
4600 · CONFERENCE	2,568.00	3,999.97	-1,431.97	-35.8%
4700 · SOCIETY	7,978.50	7,264.53	713.97	9.8%
4800 · BUILDING	9,625.00	16,775.00	-7,150.00	-42.6%
Total Income	<u>105,972.11</u>	<u>126,828.00</u>	<u>-20,855.89</u>	<u>-16.4%</u>
Gross Profit	105,972.11	126,828.00	-20,855.89	-16.4%
Expense				
6100 · MEMBERSHIP EXP	789.63	964.42	-174.79	-18.1%
6200 · PUBLICATIONS EXP	18,938.83	17,849.71	1,089.12	6.1%
6300 · GENEALOGIST EXP	22,322.32	22,760.25	-437.93	-1.9%
6400 · LIBRARY EXP	3,112.54	4,213.74	-1,101.20	-26.1%
6500 · RESEARCH EXP	281.42	280.30	1.12	0.4%
6600 · CONFERENCE EXP	3,246.89	9,049.56	-5,802.67	-64.1%
6700 · SOCIETY EXP	9,848.59	7,853.06	1,995.53	25.4%
6800 · BUILDING EXP	29,211.93	32,355.62	-3,143.69	-9.7%
Total Expense	<u>87,752.15</u>	<u>95,326.66</u>	<u>-7,574.51</u>	<u>-8.0%</u>
Net Income	<u><u>18,219.96</u></u>	<u><u>31,501.34</u></u>	<u><u>-13,281.38</u></u>	<u><u>-42.2%</u></u>

Acct 4800 –Represents about two years of rent. Rent was not being paid in year 2002 until the new contract was signed in 2003

01/03/05

American-Canadian Genealogical Society

Balance Sheet

As of December 31, 2004

Dec 31, 04

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

1001 · CHECKING ACCOUNT-BNH 47,885.82

1002 · CHEQUING - CANADIAN FUNDS 2,670.99

1003 · BUILDING FUND-BNH 11,824.83

1004 · BOOK FUND-SMB 6,376.70

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 74,536.40**Total Checking/Savings** 74,536.40**Accounts Receivable**

1100 · ACCOUNTS RECEIVABLE 17.31

Total Accounts Receivable 17.31**Other Current Assets**

1300 · INVENTORY-RESALE 64,908.85

Total Other Current Assets 64,908.85**Total Current Assets** 139,462.56**Fixed Assets****1500 · Fixed Assets**

1501 · LIBRARY BUILDING 222,172.38

1502 · FURNITURE & EQUIPMENT 97,533.76

1503 · ACGS HOLDINGS 207,815.66

Total 1500 · Fixed Assets 527,521.80**Total Fixed Assets** 527,521.80**TOTAL ASSETS** 666,984.36**LIABILITIES & EQUITY****Equity**

3000 · OPENING BALANCE EQUITY 516,673.46

3900 · RETAINED EARNINGS 132,090.94

Net Income 18,219.96

Total Equity 666,984.36**TOTAL LIABILITIES & EQUITY** 666,984.36

**MEMBERSHIP REPORT
FOR MONTH OF
December, 2004**

New Members	7
Renewals (8 Reactivated)	128
Inactivated	33
Donations	\$310.00
Total Number of Active Members	2199
Active Members	1766
Family Members	181
Student	4
Exchange	119
Life	115
Life Family	5
Life Genealogist (1st Class Postage)	0
Active Genealogist (1st Class Postage)	9

Submitted by:

Jeanne Boisvert #6394

JANUARY 1, 2005

TO: BOARD OF DIRECTORS
FROM: LORETTE LEAFE
SUBJECT: CORRESPONDENCE REPORT FOR MONTH OF DECEMBER 2004
DATE: 1/1/2005

The following correspondence was sent for the month of December

17 "Thank you" for donations of money
0 "Thank you" for donations of books / equipment
0 Request for information
17 Total

Respectfully submitted,
Lorette Leafe

Totals – December 2004

<u>Month</u>	<u>\$ Donations</u>	<u>Books</u>	<u>Inquires</u>	<u>Total</u>
September	15	1	2	18
October	13	0	2	15
November	12	0	1	13
December	14	0	1	15
January	13	2	1	16
February	16	3	0	19
March	23	1	1	25
April	17	1	0	18
May	19	0	0	19
June	16	1	2	19
July	12	1	1	14
August	14	2	0	16
Sept. & Oct.	28	9	0	37
November	14	0	1	15
December	17	0	0	17
Total	243	21	12	276

02/09/05

American-Canadian Genealogical Society
Balance Sheet
As of January 31, 2005

Jan 31, 05

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

1001 · CHECKING ACCOUNT-BNH	47,074.69
1002 · CHEQUING - CANADIAN FUNDS	2,664.19
1003 · BUILDING FUND-BNH	11,826.06
1004 · BOOK FUND-SMB	6,817.46
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 74,160.46

Total Checking/Savings 74,160.46

Accounts Receivable

1100 · ACCOUNTS RECEIVABLE 17.31

Total Accounts Receivable 17.31

Other Current Assets

1300 · INVENTORY-RESALE 64,908.85

Total Other Current Assets 64,908.85

Total Current Assets 139,086.62

Fixed Assets**1500 · Fixed Assets**

1501 · LIBRARY BUILDING	222,172.38
1502 · FURNITURE & EQUIPMENT	97,593.74
1503 · ACGS HOLDINGS	207,815.66

Total 1500 · Fixed Assets 527,581.78

Total Fixed Assets 527,581.78

TOTAL ASSETS

666,668.40

LIABILITIES & EQUITY**Equity**

3000 · OPENING BALANCE EQUITY 516,673.46

3900 · RETAINED EARNINGS 153,472.95

Net Income -3,478.01

Total Equity 666,668.40

TOTAL LIABILITIES & EQUITY

666,668.40

02/09/05

American-Canadian Genealogical Society
Income/Expense Year-to-Date Comparison
 January 2005

	<u>Jan 05</u>	<u>Jan 05</u>
Income		
4100 · MEMBERSHIP		
4101 · Dues	4,087.00	4,087.00
Total 4100 · MEMBERSHIP	4,087.00	4,087.00
4200 · PUBLICATIONS		
4201 · Used Book Sales	7.00	7.00
4203 · Repertoires	452.80	452.80
4205 · Jette & White	277.30	277.30
4207 · Fr, Croteau Publications	55.00	55.00
4208 · Orphan Publications	26.95	26.95
Total 4200 · PUBLICATIONS	819.05	819.05
4300 · GENEALOGIST		
4301 · Back Issues	6.00	6.00
Total 4300 · GENEALOGIST	6.00	6.00
4400 · LIBRARY		
4401 · All Copies	36.45	36.45
4402 · Maps-Charts-Guides	53.35	53.35
4403 · Guest Fees	45.00	45.00
Total 4400 · LIBRARY	134.80	134.80
4500 · RESEARCH		
4501 · Reasearch Income	480.00	480.00
Total 4500 · RESEARCH	480.00	480.00
4700 · SOCIETY		
4701 · Elevator Fund	196.25	196.25
4705 · Cash Over & Short	-67.40	-67.40
4706 · Ckg Act Int	4.22	4.22
4707 · Bld Fnd Int	1.23	1.23
4708 · Sav Act Int	5.76	5.76
Total 4700 · SOCIETY	140.06	140.06
Total Income	5,666.91	5,666.91
Gross Profit	5,666.91	5,666.91
Expense		
6100 · MEMBERSHIP EXP		
6101 · Postage	100.59	100.59
Total 6100 · MEMBERSHIP EXP	100.59	100.59
6200 · PUBLICATIONS EXP		
6201 · Postage	34.29	34.29
6208 · Orphan Publications	180.00	180.00
Total 6200 · PUBLICATIONS EXP	214.29	214.29
6400 · LIBRARY EXP		
6404 · Equip. Maint	66.00	66.00
Total 6400 · LIBRARY EXP	66.00	66.00

02/09/05

American-Canadian Genealogical Society
Income/Expense Year-to-Date Comparison
January 2005

	<u>Jan 05</u>	<u>Jan 05</u>
6500 · RESEARCH EXP		
6501 · Postage	60.00	60.00
Total 6500 · RESEARCH EXP	<u>60.00</u>	<u>60.00</u>
6700 · SOCIETY EXP		
6701 · Postage	49.00	49.00
6702 · Supplies	573.43	573.43
6703 · Telephone	122.87	122.87
6705 · Subscriptions	75.00	75.00
6707 · Bank Charges	6.80	6.80
6710 · Credit Card Charges	88.57	88.57
6712 · Internet Services	64.90	64.90
Total 6700 · SOCIETY EXP	<u>980.57</u>	<u>980.57</u>
6800 · BUILDING EXP		
6801 · Heat	1,925.78	1,925.78
6802 · Electricity	223.69	223.69
6805 · Building Maint.	3,804.00	3,804.00
6806 · Grounds Maint.	1,290.00	1,290.00
6807 · Fire Alarm Fee	480.00	480.00
Total 6800 · BUILDING EXP	<u>7,723.47</u>	<u>7,723.47</u>
Total Expense	<u>9,144.92</u>	<u>9,144.92</u>
Net Income	<u><u>-3,478.01</u></u>	<u><u>-3,478.01</u></u>

**MEMBERSHIP REPORT
FOR MONTH OF
JANUARY, 2005**

New Members	15
Renewals (8 Reactivated)	126
Inactivated	27
Donations	\$280.00
Total Number of Active Members	2169
Active Members	1761
Family Members	184
Student	4
Exchange	92
Life	115
Life Family	5
Life Genealogist (1st Class Postage)	0
Active Genealogist (1st Class Postage)	8

Submitted by:

Jeanne Boisvert #6394