

**AMERICAN CANADIAN GENEALOGICAL SOCIETY
MINUTES OF THE BOARD MEETING
March 10, 2005**

The meeting of the Board of Directors was called to order by President Pauline Cusson at 6:10 PM.

Members present: Rick Guilmette, Lorraine Huppe, Paul Lambert, Jeanne Boisvert, Connie Hamel, Julie Smith, Pauline Cusson, Roger Lanctot, Gerry Savard, Gerry Lalonde, and Lorette Leafe.

Excused: Muriel Normand

Herb Boyce from the Building and Elevator Committee was present.

REPORTS of OFFICERS

Recording Secretary:

Minutes from 2/17/05 were discussed and tabled until the April meeting for clarification and correction.

Treasurer's Report:

A correction was made. The amount in account 1000, OTHER, has been transferred to account 1001.

After further discussion it was decided that the account 4407's name, HATS, would be changed to LOGO MERCHANDISE.

Also changed is placement of the ORPHAN account transactions. That account will change from 4208 to 6208.

Gerry Lalonde moved to file the treasurers report for audit, Connie Hamel seconded.

Corresponding Secretary Report:

Filed electronically—one error, the month should read February instead of January as written.

President's Report:

The President reminded us that Jean-Pierre-Yvon Pepin will be at the library March 12, 2005 at 1:00 p.m. for a demonstration of his latest project.

The NERGC convention will be March 31-April 2, 2005. Representing the ACGS will be Lorraine Huppe, Jeanne Boivert for the full conference, Julie

Smith and possibly Connie Hamel will attend the Saturday conference. Marcel Jussaume is the speaker for ACGS.

COMMITTEE REPORTS:

Building and Elevator Committee: Herb Boyce

All office supply invoices should be placed in Gerry Lalonde's box not Herb's.

Bob Paquette oversees computer and printer cartridge needs.

All Library requests go through Connie Hamel before being filled.

Committee chairs order what they need and the requests go to Gerry Lalonde.

Herb Boyce takes care of all building supplies.

Two abandoned cars in the parking lot will disappear Friday, March 11.

Norma and Herb Boyce have worked on investigating our options to obtain some sort of an elevator or lift to enable all members to get to the second floor of our building. Herb proposed a chair lift from the All-ways Accessible Company in Concord, NH. This chair lift, called Bruno Electra-R, will be installed on our parking lot entrance side of the building. However, we also need an electric supply, and a wheel chair available upstairs for those completely handicapped.

Roger Lanctot moved to accept the chair lift proposal at \$13,976.70, and to not exceed \$1,000. for electrical work needed in the operation of the chair lift and pending approval by our insurance company. Jeanne Boisvert seconded the motion. Motion carried.

Conference Report:

Report given orally by Jeanne Boisvert.

Computer Committee:

Bob Paquette, not present, has requested a printer for the research committee, and also a purchase of 3 computers from Dell, Dimension 3000, at \$499.00 each. These computers have a Dell Intel Pentium Processor, a \$50 discount, free CD burner, 15" flat monitor screen, and free two-day shipping.

Gerry Savard moved that we purchase three new Dell Computers as proposed by Bob Paquette, computer committee chair. Rick Guilmette seconded, Motion carried.

Roger Lanctot moved that we purchase a HP 1012 laser printer for \$150.00 for the research department. Lorraine Huppe seconded. Motion carried.

Web Site:

Connie Hamel moved to change the Web Site Liaison to Gerry Savard. Lorette Leafe seconded. Motion carried.

UNFINISHED BUSINESS

Finance and Audit Committee

A draft of a proposed amendment on a Committee of Finance was distributed to the Board for review and further discussion.

By-Laws Committee

Not discussed

NEW BUSINESS

Benoit Pelletier Shoja has agreed to take over chair of the Acquisition Department from Larry Autotte.

The printing and binding part of the Acquisition Department will be done by Pauly Labbe and Mary Anna Paquette.

Gerry Lalonde moved and Connie Hamel seconded the move to make the above transfers in the Acquisition Department. Motion carried.

Al Hamel gave a report on local libraries and archives meetings to which he attends and represents the ACGS. He also recommended we become members of the Quebec Federation of Genealogical Societies for the contacts and support they could give us.

Gerry Lalonde moved to appropriate \$100.00 to become members of the Quebec Federation of Genealogical Societies. Gerry Savard seconded. Motion carried.

ADJOURNMENT

Julie Smith moved to adjourn at 9:15 PM and Paul Lambert seconded. Motion carried.

NEXT MEETING: April 14, 2005 at 6:00 PM

Respectfully Submitted,
Julie Smith, Acting Secretary

02/28/05

American-Canadian Genealogical Society

Balance Sheet

As of February 28, 2005

	<u>Feb 28, 05</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · BANK ACCOUNTS	
1001 · CHECKING ACCOUNT-BNH	48,423.55
1002 · CHEQUING - CANADIAN FUNDS	2,328.19
1003 · BUILDING FUND-BNH	11,826.06
1004 · BOOK FUND-SMB	6,822.88
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	<u>75,178.74</u>
Total Checking/Savings	75,178.74
Accounts Receivable	
1100 · ACCOUNTS RECEIVABLE	322.31
Total Accounts Receivable	<u>322.31</u>
Other Current Assets	
1300 · INVENTORY-RESALE	64,908.85
Total Other Current Assets	<u>64,908.85</u>
Total Current Assets	140,409.90
Fixed Assets	
1500 · Fixed Assets	
1501 · LIBRARY BUILDING	222,172.38
1502 · FURNITURE & EQUIPMENT	97,593.74
1503 · ACGS HOLDINGS	208,114.66
Total 1500 · Fixed Assets	<u>527,880.78</u>
Total Fixed Assets	<u>527,880.78</u>
TOTAL ASSETS	<u><u>668,290.68</u></u>
LIABILITIES & EQUITY	
Equity	
3000 · OPENING BALANCE EQUITY	516,673.46
3900 · RETAINED EARNINGS	153,472.95
Net Income	-1,855.73
Total Equity	<u>668,290.68</u>
TOTAL LIABILITIES & EQUITY	<u><u>668,290.68</u></u>

02/28/05

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

February 2005

	<u>Feb 05</u>	<u>Jan - Feb 05</u>
Income		
4100 · MEMBERSHIP		
4101 · Dues	5,359.00	9,446.00
Total 4100 · MEMBERSHIP	<u>5,359.00</u>	<u>9,446.00</u>
4200 · PUBLICATIONS		
4201 · Used Book Sales	0.50	7.50
4203 · Repertoires	485.00	937.80
4205 · Jette & White	38.00	315.30
4206 · CD Roms	32.50	32.50
4207 · Fr, Croteau Publications	0.00	55.00
4208 · Orphan Publications	-480.00	-453.05
Total 4200 · PUBLICATIONS	<u>76.00</u>	<u>895.05</u>
4300 · GENEALOGIST		
4301 · Back Issues	0.00	6.00
Total 4300 · GENEALOGIST	<u>0.00</u>	<u>6.00</u>
4400 · LIBRARY		
4401 · All Copies	41.15	77.60
4402 · Maps-Charts-Guides	49.55	102.90
4403 · Guest Fees	140.00	185.00
4405 · Beverages	25.00	25.00
4407 · Hats	40.50	40.50
Total 4400 · LIBRARY	<u>296.20</u>	<u>431.00</u>
4500 · RESEARCH		
4501 · Reasearch Income	340.00	820.00
Total 4500 · RESEARCH	<u>340.00</u>	<u>820.00</u>
4700 · SOCIETY		
4701 · Elevator Fund	136.63	332.88
4702 · Bldg Fund	10.00	10.00
4703 · Book Fund	225.00	225.00
4705 · Cash Over & Short	30.80	-36.60
4706 · Ckg Act Int	0.00	4.22
4707 · Bld Fnd Int	0.00	1.23
4708 · Sav Act Int	5.42	11.18
Total 4700 · SOCIETY	<u>407.85</u>	<u>547.91</u>
4800 · BUILDING		
4801 · Rent	1,750.00	1,750.00
Total 4800 · BUILDING	<u>1,750.00</u>	<u>1,750.00</u>
Total Income	<u>8,229.05</u>	<u>13,895.96</u>
Gross Profit	8,229.05	13,895.96

02/28/05

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

Expense	Feb 05	Jan - Feb 05
6100 · MEMBERSHIP EXP		
6101 · Postage	0.00	100.59
6103 · Advertyising Expense	100.00	100.00
Total 6100 · MEMBERSHIP EXP	100.00	200.59
6200 · PUBLICATIONS EXP		
6201 · Postage	0.00	34.29
6205 · Jette & White	330.00	330.00
6208 · Orphan Publications	0.00	180.00
Total 6200 · PUBLICATIONS EXP	330.00	544.29
6400 · LIBRARY EXP		
6402 · Supplies	350.00	350.00
6404 · Equip. Maint	163.50	229.50
Total 6400 · LIBRARY EXP	513.50	579.50
6500 · RESEARCH EXP		
6501 · Postage	0.00	60.00
6502 · Supplies	102.93	102.93
Total 6500 · RESEARCH EXP	102.93	162.93
6700 · SOCIETY EXP		
6701 · Postage	200.00	249.00 *
6702 · Supplies	326.75	900.18
6703 · Telephone	121.77	244.64
6704 · Insurance Content/Bond	100.00	100.00
6705 · Subscriptions	115.00	190.00
6707 · Bank Charges	6.00	12.80
6709 · Other	25.00	25.00
6710 · Credit Card Charges	0.00	88.57
6712 · Internet Services	64.90	129.80
Total 6700 · SOCIETY EXP	959.42	1,939.99
6800 · BUILDING EXP		
6801 · Heat	2,348.85	4,274.63
6802 · Electricity	255.10	478.79
6803 · Water-Sewer	91.97	91.97
6805 · Building Maint.	600.00	4,404.00
6806 · Grounds Maint.	1,305.00	2,595.00
6807 · Fire Alarm Fee	0.00	480.00
Total 6800 · BUILDING EXP	4,600.92	12,324.39
Total Expense	6,606.77	15,751.69
Net Income	1,622.28	-1,855.73

Membership Reminder Notices Report

April 2005

	Renewals	Reminders	Renewals (Previously sent out)
<u>Membership Type</u>	<u>May 2005</u>	<u>February 2005</u>	<u>February 2005</u>
US Individual (\$30)	107	62	141
US Family (\$45)	15	-	4
Canadian Individual (\$38)	1	2	2
Canadian Family (\$57)	-	-	-
Overseas Individual (\$50)	-	-	-
Institutional (\$50)	1	1	2
Total:	<u>124</u>	<u>65</u>	<u>149</u>

Submitted by Michael B. Melanson, #2803

Library Board Meeting

**February 28, 2005
Minutes**

PRESENT: Constance Hamel - Chair, Pauly Labbe, MaryAnna Paquette, and Jackie Watson

EXCUSED: Larry Autotte

ABSENT: Roger Lawrence, Constance Hebert, Robert Neveux

Meeting called to order at 10:20 AM

1. Book Stacks – Connie Hamel advised that the Board of Directors had approved the purchase of a new book stack, with a spending limit of \$550.00.

After discussion it was decided we would order a double stack, 78 inches high, 6 shelves on each side, total depth 24 inches. This would be ordered from The Library Store, Inc. Cost: shelving \$384.95, shipping \$102.99 = total \$487.94 less a possible 15% discount.

This was ordered and delivery was expected within a week.

2. Spring Workshop – This will be held the last Sunday in April, the 30th.

3. New Microfilm Readers – There was a problem trying to adjust microfilm so that it could be read right side up. Frank (last name?), the service rep, was called in. He advised that we simply had to lift the pin stops to rotate the film. We removed the pin stops and put them away.

TO: BOARD OF DIRECTORS
FROM: LORETTE LEAFE
SUBJECT: CORRESPONDENCE REPORT FOR MONTH OF FEBRUARY- 2005
DATE: 2/27/2005

The following correspondence was sent for the month of January:

“Thank you” for donations of money	28
“Thank you” for donations of books / equipment	0
Request for information	5
Requests forwarded to other dept.	<u>9</u>
Total	42

Respectfully submitted,
Lorette Leafe

Totals – January 2005

<u>Month</u>	<u>\$ Donations</u>	<u>Books</u>	<u>Inquires</u>	<u>Total</u>
January	18	3	0	21
February	28	0	14	42
<hr/>				
Total	46	3	14	63

Muriel Normand

From: "Pauline G Cote" <geco2@juno.com>
To: <Board@acgs.org>
Cc: <LAutotte@comcast.net>; <h-n-boyce-sr@comcast.net>; <cl-hebert@comcast.net>; <bobpaquette@comcast.net>; <cw3jack_stan@mindspring.com>; <Arborside@aol.com>; <NYChurchrecords@aol.com>; <kmpasko@sbcglobal.net>; <GECO2@JUNO.COM>; <dithibault@yahoo.com>
Sent: Saturday, March 05, 2005 7:57 PM
Subject: Board meeting 10 Mar 2005

To the Officers; Board Members; Chairpersons & Committee

On the MA front:

Baptisms of Precious Blood did find its way to the printer on the 14th of Feb and was delivered at my home late afternoon this last Thursday. Will not go into details about the comedy of errors. Finally was made good and 80 books (set of 4) were dropped off this morning in the mail room for Roger's loving attention

With better luck should report next month that the marriages of OLPH are produced & available

Working on proofing & will be for some time on the baptisms also of OLPH Holyoke

NY front:

Time to concentrate & push this area to complete the baptisms, good size effort, of St Joseph Cohoes and M-B-D of St Paul Hudson Falls which is small & should go rather well.

The early records of this parish are combined, M-B-D which means we must do all those to complete the marriages. The positive aspect is that when you come to the baptisms & burials you have a great number of files already completed thus requiring less time to complete

Not certain why but Mr Bonitatibus has not requested burial material for data entry or proofing of St Joseph Cohoes? That would complete that parish in its entirety. Must say that I do not mind since burials are hardly my favorite thing to do

Data entry continues on St Anthony, Schenectady; OL of Angels, Albany; St Gabriel the Archangel, Rotterdam & OL of Lourdes, Schroon Lake to mention but a few

A number of new parishes have been copied & suspect they will find their way home in the publication room in Apr when David comes for the work shop

NH front:

Kathie Pasko (whose married name & mother's name are still incorrect in the Blessed S repertoire of Manchester even after the information was given to the proper person to correct!) is attempting to come to a mutual agreement for a time frame suitable to everyone with the people at St Louis Nashua to come copy the up dates of St Francois Xavier

Once that is done, & it should not be too involved since I believe there was little activity in the parish from the time she copied & the time they closed. We will be ready publish immediately the baptisms & burials. Proofing is now being done on the marriages. I do not know about you but I am most anxious to compare our work with that of Father Croteau's

Data entry has been completed on the baptisms, somewhat difficult, of St John Evangelist Concord. Data entry is underway of the marriages of same & again should be interesting to compare with previous work done

As I do this "volunteer work", I sit at my computer deep in concentration oblivious to my problems & surroundings till something is inserted in a record that triggers me off. Want to share this one that I came across this week that made me burst into uncontrollable laughter. For those of you who are not French, find somebody to translate. Reference to a marriage in marginal note: "marriage a la course."

With that I leave you to enjoy the festivities of St Patrick Day

Respectfully submitted

Pauline Genest Cote
Publication Coordinator

PGCOTE