

## AMERICAN CANADIAN GENEALOGY SOCIETY

Board of Directors Meeting

March 11, 2006

Meeting called to order by the President at 1:10 PM

Present: Gerry Savard, Roger Lanctot, Gerry Lalonde, Lorraine Huppe, Jeanne Boisvert, Anne Gleason, Paul Lambert, Pauline Cusson, Muriel Normand.

Excused: Julie Smith, Diane Thibault

Absent: BJ Shoja

### REPORT OF OFFICERS

#### Recording Secretary:

- Minutes of the February meeting reviewed. Anne moved to accept, Gerry L second.

Corresponding Secretary: submitted electronically. It was noted that there were no major Drouin donations received in February.

#### Treasurer's Report

- Corrected balance sheet for January submitted.
- Discussion regarding the moneys in the book fund account. It was agreed that this account should be utilized at present and that Larry inform the board as he places orders. It was also agreed to ask Mary Anna to provide the board with a periodic listing of new items on the shelves.
- No questions regarding this months report, it will be filed for audit.

#### President's Report

- The Clough family would like to use the 3<sup>rd</sup> floor for their reunion on 7/28/06. Agreed that we will suggest they make a donation to the Drouin fund.

### COMMITTEE REPORTS

#### Website:

- Submitted electronically
- Marked increase in total visits attributed to the article in the Sunday News, notably the Monday and Tuesday after the publication. Many other newspapers also picked up summaries from the article.

#### Membership:

- Submitted electronically.
- Noted that 12 new members joined the week after the publishing of the article.
- Gerry L mentioned that membership increased in February for the first time since May of 2005.

#### Computer:

- No report submitted
- Motion to purchase new laptop to replace the one with only 64MB of RAM made by Gerry Lalonde, second Roger. Approved

The following reports were submitted electronically.

- Drouin collectors and assistants
- Publications

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NEW BUSINESS

- Gerry S. suggested the we look into improving the computer chairs in the library since patrons have complained. We also need more chairs in that area, especially in the microfilm section. GerryL and Roger will look into this.
- FGS conference: we will do a power point slide show of the process of obtaining a Drouin image. There was also much discussion about what to bring in terms of reps and genealogists.
- Lorette volunteered to track a list of volunteers to man booths at this conference.

Adjournment was moved by Muriel at 3:10 seconded by Jeanne.

Respectfully submitted

Muriel Normand, Recording Secretary.

03/11/06

**American-Canadian Genealogical Society**  
**Balance Sheet**  
As of February 28, 2006

Feb 28, 06

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

1001 · CHECKING ACCOUNT-BNH	6,177.25
1002 · CHEQUING - CANADIAN FUNDS	1,476.25
1003 · BUILDING FUND-BNH	4,590.10
1004 · BOOK FUND-SMB	7,876.02
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

<b>Total 1000 · BANK ACCOUNTS</b>	<u>24,192.53</u>
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<b>Total Checking/Savings</b>	24,192.53
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**Other Current Assets**

1300 · INVENTORY-RESALE	64,908.85
1499 · Undeposited Funds	349.70

<b>Total Other Current Assets</b>	<u>65,258.55</u>
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<b>Total Current Assets</b>	89,451.08
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**Fixed Assets****1500 · Fixed Assets**

1501 · LIBRARY BUILDING	230,172.38
1502 · FURNITURE & EQUIPMENT	110,116.21
1503 · ACGS HOLDINGS	313,706.62

<b>Total 1500 · Fixed Assets</b>	<u>653,995.21</u>
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<b>Total Fixed Assets</b>	<u>653,995.21</u>
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<b>TOTAL ASSETS</b>	<u><u>743,446.29</u></u>
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**LIABILITIES & EQUITY****Liabilities****Long Term Liabilities**

2700 · NOTE PAYABLE	
2701 · NOTES PAYABLE (DROUIN)	80,000.00

<b>Total 2700 · NOTE PAYABLE</b>	80,000.00
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2703 · . DROUIN PRINCIPLE	-46,351.21
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<b>Total Long Term Liabilities</b>	<u>33,648.79</u>
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<b>Total Liabilities</b>	33,648.79
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03/11/06

**American-Canadian Genealogical Society**

**Balance Sheet**

**As of February 28, 2006**

	<u>Feb 28, 06</u>
<b>Equity</b>	
<b>3000 - OPENING BALANCE EQUITY</b>	516,504.53
<b>3900 - RETAINED EARNINGS</b>	192,560.94
<b>Net Income</b>	732.03
<b>Total Equity</b>	<u>709,797.50</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>743,446.29</u></u>

**American-Canadian Genealogical Society**  
**Income/Expense**  
**February 2006**

	Feb 06
<b>Income</b>	
<b>4100 · MEMBERSHIP</b>	
4101 · Dues	3,955.00
4102 · Lifetime Dues	675.00
<b>Total 4100 · MEMBERSHIP</b>	4,630.00
<b>4200 · PUBLICATIONS</b>	
4201 · Used Book Sales	0.50
4203 · Repertolres	741.70
4208 · Orphan Pub. & Index	20.00
<b>Total 4200 · PUBLICATIONS</b>	762.20
<b>4300 · GENEALOGIST</b>	
4301 · Back Issues	15.00
<b>Total 4300 · GENEALOGIST</b>	15.00
<b>4400 · LIBRARY</b>	
4401 · All Copies except Drouin copies	180.38
4402 · Maps-Charts-Beginners' Course	111.40
4403 · Guest Fees	41.00
4404 · Drouin Computer Time	85.00
4405 · Beverages	9.00
4410 · Drouin Copies & CDs	33.55
<b>Total 4400 · LIBRARY</b>	460.33
<b>4500 · RESEARCH</b>	
4501 · Reasearch Income	35.00
4502 · Drouin Research Income	75.00
<b>Total 4500 · RESEARCH</b>	110.00
<b>4700 · SOCIETY</b>	
4701 · Drouin Fund Donations	553.00
4702 · Bldg Fund	40.00
4703 · Book Fund (Border crossings)	10.00
4705 · Cash Over & Short	58.25
4707 · Bld Fnd Int	0.39
4708 · Sav Act Int	6.07
<b>Total 4700 · SOCIETY</b>	667.71
<b>Total Income</b>	6,645.24
<b>Gross Profit</b>	6,645.24
<b>Expense</b>	
<b>6100 · MEMBERSHIP EXP</b>	
6103 · Advertyising Expense	80.00
<b>Total 6100 · MEMBERSHIP EXP</b>	80.00
<b>6200 · PUBLICATIONS EXP</b>	
6201 · Postage	253.11
6202 · Supplies	407.42
6203 · Print Reps	1,163.39
<b>Total 6200 · PUBLICATIONS EXP</b>	1,823.92
<b>6300 · GENEALOGIST EXP</b>	
6303 · Printing	3,096.80
<b>Total 6300 · GENEALOGIST EXP</b>	3,096.80
<b>6400 · LIBRARY EXP</b>	
6404 · Equip. Maint	72.60
<b>Total 6400 · LIBRARY EXP</b>	72.60

2:39 PM  
03/04/06  
Accrual Basis

**American-Canadian Genealogical Society**  
**Income/Expense**  
**February 2006**

	<u>Feb 06</u>
<b>6700 · SOCIETY EXP</b>	
6701 · Postage	210.00
6702 · Supplies	137.52
6703 · Telephone	116.59
6712 · Internet Services	208.02
6714 · Drouin-Interest Exp.	194.39
<b>Total 6700 · SOCIETY EXP</b>	<u>866.52</u>
<b>6800 · BUILDING EXP</b>	
6801 · Heat	2,286.23
6802 · Electricity	287.73
6803 · Water-Sewer	114.40
6805 · Building Maint.	1,099.67
6806 · Grounds Maint.	470.00
<b>Total 6800 · BUILDING EXP</b>	<u>4,258.03</u>
<b>Total Expense</b>	<u>10,197.87</u>
<b>Net Income</b>	<u><u>-3,552.63</u></u>

DESCRIPTION	KEY	ACCOUNT	DATE 2/4/06		DATE 2/11/06		DATE 2/19/06		DATE 2/25/06		DATE		TOTALS
			REGISTER	CC	REGISTER	CC	REGISTER	CC	REGISTER	CC	REGISTER	CC	
MEMBERSHIP DUES	30	4101			\$1,700.00		\$2,105.00	\$150.00					\$3,955.00
LIFE DUES	19	4102						\$675.00					\$675.00
USED BOOKS	16	4201	\$2.10		\$0.50								\$2.60
AFGS INCOME		4202											\$0.00
REPERTOIRES	6	4203	\$58.00	\$251.00	\$78.00		\$91.00	\$147.00	\$93.00	\$425.00			\$1,143.00
INDEX & HOLDINGS	7	4204											\$0.00
JETTE & WHITE	4	4205											\$0.00
CD ROM'S	17	4206											\$0.00
CROTEAU	14	4207											\$0.00
NEW BOOKS	15	4208			\$20.00					\$250.00			\$270.00
GENEALOGIST BACK	5	4301					\$15.00		\$45.00				\$60.00
ADS		4302											\$0.00
ALL COPIES NOT DROUIN	1	4401	\$20.70		\$17.10		\$163.28		\$50.45				\$251.53
MAPS CHARTS	2	4402	\$10.60		\$20.95		\$90.45		\$10.70				\$132.70
GUEST FEES	3	4403	\$20.00		\$31.00		\$10.00		\$75.00				\$136.00
DROUIN TIME	22	4404	\$45.00	\$10.00	\$30.00		\$45.00		\$90.00				\$220.00
BEVERAGES	24	4405					\$9.00		\$1.00				\$10.00
MERCHANDISE PINS	20	4407											\$0.00
GIFT CERTIFICATE	21	4408											\$0.00
DROUIN COPY	18	4410	\$35.60		\$24.20		\$9.35		\$9.05				\$78.20
RESEARCH	8	4501					\$35.00		\$175.00				\$210.00
DROUIN RESEARCH	23	4502	\$0.35				\$75.00		\$16.60				\$91.95
CONFERENCE	9	4601											\$0.00
RAFFLE	10	4602											\$0.00
CONFERENCE ADS		4603											\$0.00
CONFERENCE BOOTH		4604											\$0.00
CONFERENCE BEVER		4605											\$0.00
DROUIN DONATION	11	4701	\$55.70		\$310.00		\$173.00	\$70.00	\$17.00				\$625.70
BUILDING FUND	12	4702					\$40.00						\$40.00
BOOK FUND	13	4703			\$10.00				\$4.00				\$14.00
SHORT-OVER		4705		\$30.00	\$8.30		\$19.95						\$58.25
RENT		4801											\$0.00
NE REG CONF													\$0.00
<b>TOTALS</b>			\$248.05	\$291.00	\$2,250.05	\$0.00	\$2,881.03	\$1,042.00	\$586.80	\$675.00	0.00	0.00	\$7,973.63
<b>ACC REC</b>													
<b>DEPOSITED</b>			\$248.05	\$291.00	\$2,250.05	\$0.00	\$2,881.03	\$1,042.00	\$586.80	\$675.00	\$0.00	\$0.00	\$7,973.63



**TO:** BOARD OF DIRECTORS  
**FROM:** LORETTE LEAFE  
**SUBJECT:** CORRESPONDENCE REPORT FOR MONTH OF FEBRUARY 2006  
**DATE:** MARCH 4, 2006

The following correspondence was sent for the month of February

“Thank you” for Drouin Collection	0
“Thank you” for donations of money	7
“Thank you” for donations of money for Drouin	24
“Thank you” for donations of books / equipment	2
Request for information	10
Requests forwarded to other dept.	<u>26</u>
Total	69

Respectfully submitted,  
Lorette Leafe

Totals –2006

Month	Donations	Drouin	Equip/ Books	Inquires	Total
January	20	4	1	36	61
February	31	0	2	36	69
Total	51	4	3	72	130

Drouin column is specifically for donations from our mailers

\*Smaller donations for Drouin are incorporated into the Donations column.

**January:** \$1,500.00 in Drouin Fund  
 360.00 in Small Donations to Drouin

February: \$ .00 in Drouin Fund  
 560.00 in Small Donations to Drouin

**MEMBERSHIP REPORT  
FOR MONTH OF  
FEBRUARY, 2006**

<b>New Members</b>	<b>23</b>
<b>Renewals (6 Re-activated)</b>	<b>143</b>
<b>Inactivated</b>	<b>27</b>
<b>Donations</b>	<b>\$890.00</b>
<b>Total Number of Active Members</b>	<b><u>2127</u></b>
<b>Active Members</b>	<b>1697</b>
a) Canadian @ \$38.00 ea	15
b) Canadian Inst. @ \$53.00 ea	1
c) Institutes @ \$50.00 ea.	14
<b>Family Members</b>	<b>176</b>
<b>Student</b>	<b>2</b>
<b>Exchange</b>	<b>122</b>
<b>Life</b>	<b>120</b>
<b>Life Family</b>	<b>5</b>
<b>Life Genealogist (1<sup>st</sup> Class Postage)</b>	<b>0</b>
<b>Active Genealogist (1<sup>st</sup> Class Postage)</b>	<b>5</b>

**Submitted by:**

**Jeanne Boisvert #6394**

To: AGCS Board  
From: Gerry Savard  
Date: 3/1/06  
Subject: Web Site statistics for February, 2006

We had 7,115 visitors to our site. That's 254 visits per day, the highest yet. See graphs and data on next page. Although the newspaper articles about our society in the New Hampshire Sunday News and Monday's Lawrence Eagle Tribune didn't have any contact information, they nonetheless got people interested and looking. We had 489 visitors to our website on Monday and 346 on Tuesday.

I want to thank everyone who participated in our website meeting on February 19<sup>th</sup>. Some great ideas were presented by everyone. The 'new' site will be online this week. I ask everyone to please check it out and let me know if there are any problems. Nicole has done a great job working with us to maintain our site. You'll notice that there were a few changes from our final proposal. These changes were necessary to maintain an uncluttered look to the home page. Once the basic structure is in place, we'll be making changes to the individual pages. As discussed at the meeting, we'll be adding examples of the product that Research sends to our patrons, articles from the Genealogist, and some tutorial type pages.

For February, the repertoire list was viewed 1616 times, and the main collection list 2134 times, another large increase from previous months especially considering that February only has 28 days.

Our catalog pages were accessed 547 times. These pages were updated to add our new books, repertoires and CDs.

Our membership page had 440 hits..

The Drouin page was accessed 533 times.

The Drouin-Team page was accessed 582 times. (Compared to 200 last month!)

The What's New page was accessed 575 times.

The 'Tree of Life' page got 376 hits.

Research got 1182 hits.

Library got 881 hits.

Some of the top referrers to our site: (These are sites that have links to ours)

AFGS – 126

North American Genealogy Resources 69

Le Centre de Généalogie Francophone d'Amérique 44

Eastman On-line 31

Lucie's site 46

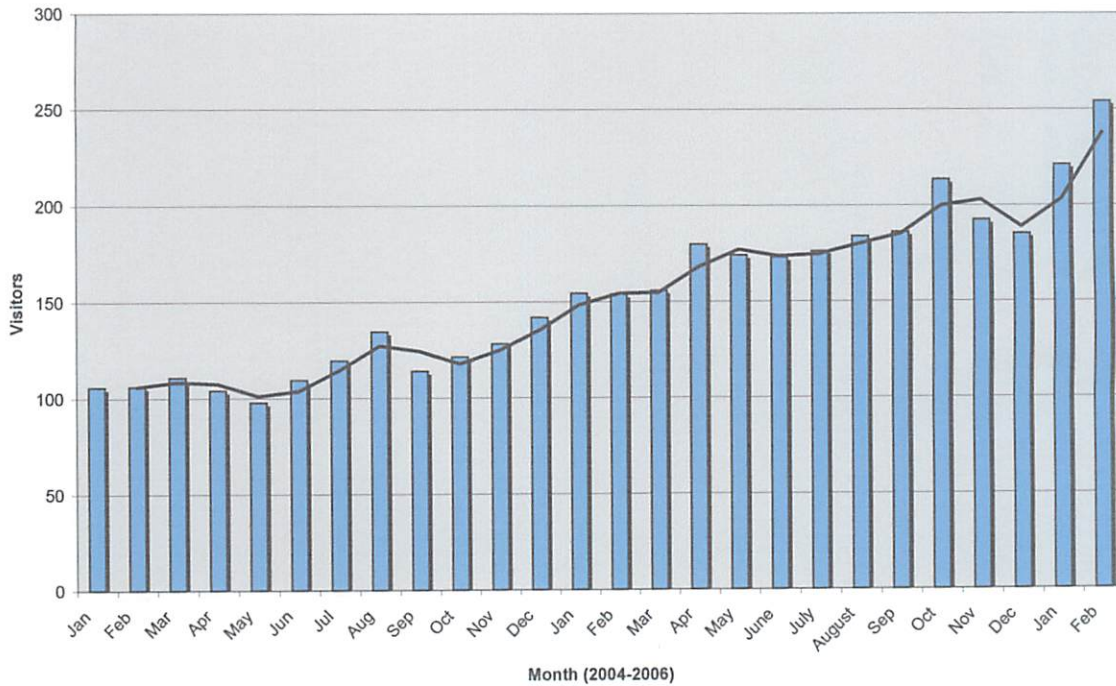
PRDH 20

The message board: We have 298 messages and 167 registered users. The activity on the message board is increasing. I've taken the opportunity to throw in a few 'commercials' about our Drouin collection.

Respectfully Submitted,

Gerry Savard  
Web Site Liaison

Web Traffic - Visitors Per Day



Year	Month	Total Visitors	Visitors/Day
2004	Jan	3,279	105.77
	Feb	3,079	106.17
	Mar	3,436	110.84
	Apr	3,127	104.23
	May	3,039	98.03
	Jun	3,285	109.50
	Jul	3,712	119.74
	Aug	4,176	134.71
	Sep	3,421	114.03
	Oct	3,768	121.55
	Nov	3,847	128.23
	Dec	4,401	141.97
42,570 total visitors in 2004			
2005	Jan	4,788	154.45
	Feb	4,307	153.82
	Mar	4,827	155.71
	Apr	5,397	179.90
	May	5,395	174.03
	Jun	5,185	172.83
	Jul	5,460	176.13
	Aug	5,699	183.84
	Sep	5,583	186.10
	Oct	6,615	213.39
	Nov	5,771	192.37
	Dec	5,741	185.19
64,768 total visitors in 2005			
2006	Jan	6,858	221.23
	Feb	7,115	254.11

**muriel normand**

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**From:** "Pauline G Cote" <geco2@juno.com>  
**To:** <Board@acgs.org>  
**Cc:** <RWMLawrenc@aol.com>; <LAutotte@comcast.net>; <h-n-boyce-sr@comcast.net>; <bobpaquette@comcast.net>; <labelle@unitil.com>; <cl-hebert@comcast.net>; <cw3jack\_stan@mindspring.com>; <Arborside@comcast.net>; <NYChurchrecords@aol.com>; <kmpasko@comcast.net>; <GECO2@JUNO.COM>  
**Sent:** Saturday, March 04, 2006 8:09 PM  
**Subject:** Board meeting 11 Mar 2006

To the Officers, Chairpersons & Committee

On the MA front:

The light at the end of the tunnel is getting extremely bright on proof reading of the baptisms of OL of Perpetual Help, Holyoke

Once we complete this endeavor we march to Springfield and start proofing the marriages of St Joseph

On that last one, Mr Bonitatibus whose memory is better than mine, said we had some information on this parish that was retrieved from St Jean Baptiste in NY. Seems Rev would come with regularity to tend to the needs of the people in Springfield. This was documented & we have it to include a few additional years. Suspect someone may find here a long lost relative

ON the NY front:

The very tiny light we could see last month on the proofing of the marriages of St Anthony, Schenectady has suddenly become extremely bright and may come to the finishing gate before OLPH in MA

Kay Brearton's project of St Mary, Troy is going remarkably well. 17 files were returned recently with 2 proofing done. In my spare time (Joke) I pick one and do the correction as noted. The system devised works rather well. More will come in Apr when David comes to the spring work shop. We are having one of those, aren't we?

David mother, Swannie, (that is her real name I am told) along with others is proofing St Gabriel the Archangel, Rotterdam, which is the Bonitatibus's Parish. They are using the same system as Kay and the final corrections will be done at this desk. This final project, small parish, might be available at the end of next month or sooner

David & his volunteers continue to copy parishes in the Albany Diocese. Most are very old and very large

He did mention that perhaps data entry from his people might be concentrated on many missions that we have outside the Albany Diocese.

Think if we come to fruit with those, our research department might find some information that they have scratching their heads for a long time

On the NH front:

Proofing continues on baptisms of OL of Perpetual Help, Manchester. Proofing this parish was more pleasant than some of the other material we have on the other fronts, consequently, they went like hot cakes until I stopped putting out material so they would help other areas. Will shortly replenish the bin

We have pretty much completed data entering all the marriages of St Joseph, Springfield MA & have started the baptisms that were not part of files to include marriages & births

The Chase's are on a sabbatical because of Terri's serious medical problem that does not allow her to stand or sit for any length of time without great pain. Irene Petrasz follows here general rule, loose completed files etc. Consequently, the charge of data entry remains on fewer people & since I have 2 marriage files returned, not wanting a divorce, will have to bring them back for possibly poor Paul to data enter.

This afternoon I printed St Joseph (Cathedral) Manchester which is a reproduction of what the Boivin brothers did some time ago & was out of print. When the computer expert from the Society came to check my printer & concluded all was well, I had my doubt. NEVER DOUBT THE EXPERTS because all 784 pages went unusually smoothly till the very end but was able to finish printing before having to crash out

This repertoire should be available in the next few weeks

On the Personal front:

In fairness to this Society, who has been extremely generous to me for years in providing "entertainment" that I just love being involved with, I have come the conclusion that it high time that I start teaching others some of the responsibilities that I have.

Roger Lanctot has agreed to take over the responsibility of replenishing inventory, making purchase orders, dealing with Kinko etc. I shall sit with him hopefully sometimes next week, show him the ropes and pass over to him that facet of the operation. (Anne he will need an ID card for Kinko) He is in a perfect position being in charge of mailing to know what is needed etc & I know he will produce excellent results

The other facet that I need to show someone how to do is the breaking up the registers as they come from new parishes into files. It is not difficult but certain tricks have to be utilized. This part of the department is extremely important because spread sheet have to come into play so that they can see if years are missing; Fronts use it to give out

files and know where they stand; when printing a repertoire this spread sheet should have each file listed with the number of records which are automatically added as they go along & used when appending the project. Communication with people doing other work will be very important

I would like this Board to entertain who could take over this position as soon as possible because I have done my last break up of registers.

That is for beginner & as time goes by I shall find more responsibilities for others to learn and take over

In conclusion, I do not wish this Board to misinterpret this as a resignation because it IS NOT nor do I wish them to think that I am going somewhere because I AM NOT! Fairness is fairness & one must admit that when you have reach better than 3/4 of century in this ever changing world it is high time to teach people what has taken over 10 years to learn

Happy St Patrick's Day to all of you even if your not Irish

Respectfully submitted

Pauline Genest Cote  
Publication Coordinator

PGCOTE

**muriel normand**

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**From:** "Lucie LeBlanc Consentino" <luciemc@comcast.net>  
**To:** <board@acgs.org>  
**Sent:** Friday, March 10, 2006 9:45 AM  
**Subject:** Drouin Assistants and Collectors

**Drouin Assistants & Collectors  
 March 10, 2006**

After months of working to get organized, the Drouin team has come together nicely.

As of March 1<sup>st</sup>, there is a Drouin Assistant on duty Wednesdays 9:30a.m. through 7:00p.m., Fridays 9:00a.m. through 9:00p.m. and one Assistant on Saturday mornings.

When the library is busy on Saturdays, Pauline Cusson helps with the Drouin and enlists the help of other members who are there.

The list of Assistants has been posted in the library office next to the list of volunteers.

Meanwhile, the Drouin Collectors have been busy filling orders for some distant members who have sent in requests. Distant members are first required to purchase their coupons by sending a check to the ACGS Treasurer. The Treasurer fills out a form prepared for this purpose and puts it in the Drouin Coordinator's mailbox. The coupons purchased are kept under lock and key at the Society and the distant member is advised of the coupons used, the balance thereof, cost per image and mailing of CD.

Inquiries have been coming through the ACGS web site to [Drouin@acgs.org](mailto:Drouin@acgs.org) email however, most of these have either been from members who have names but no dates nor parish/town and these members were encouraged to get in touch with the Research Department. Others have simply been inquiries as to what the service offers and what the costs would be. Hopefully, these will be future members of the society.

When advertising the Drouin database, we underscore the advantage of being a member versus non-member with regard to cost. Obviously, there is a significant saving when members request images from the Drouin.

Members of the Drouin Assistants are: John Cooke, Jane Marie Henrick, Lorette Leafe, Clem Méthot, Robert St. Cyr and Lucie LeBlanc Consentino – [Fred Lavalée trained and we are waiting to hear if he will join us as an Assistant.]

Drouin Collectors: Jeanne Boisvert, Pauline Cusson, Lorette Leafe, Gerry Savard, Lucie LeBlanc Consentino.

Norm Leveillé has been one of our distant members who has sent in several requests for images from the Drouin collection. He has added them to his site and is giving ACGS plenty of publicity.

I have added a page for the Drouin to my web site as well as links to all of my sub domains.

On Friday February 24<sup>th</sup> and Saturday March 4<sup>th</sup> Gerry Savard held a training session for the



**Assistants and Collectors. Thanks to Gerry for a job well done!**

**We are in need of two or three more Assistants.**

**I will be absent from 4 to 6 weeks beginning April 27<sup>th</sup>. During that time Lorette Leafe has accepted to be my back up. My thanks to her!**

**My thanks to Pauline Cusson for her support while we were getting organized. Her patience in answering the many questions that arose was greatly appreciated.**

**Respectfully submitted,**

**Lucie LeBlanc Consentino #6781  
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