

AMERICAN CANADIAN GENEALOGICAL SOCIETY

Minutes of the Board
June 14, 2007

Meeting called to order by the President at 6:15 PM

Present: Roger Lanctot, Jeanne Boisvert, Gerry Savard, Pauline Cusson, Lorraine Huppe, Bob Paquette, Jackie Watson, and Muriel Normand.

Excused: Julie Smith, Constance Hebert, Anne Gleason

Absent: Paul Lambert, Marie Jeanne Chaput

REPORT OF OFFICERS

Recording Secretary:

- Minutes of the meeting reviewed. Motion to approve as corrected by Jeanne Boisvert, second Jackie Watson, carried.

Treasurer's Report :

- As a result of a bounced check, Pauline found an error that occurred in 2005. His has been corrected. Apparently a transfer from one bank account to another did not occur but was recorded as happening. This occurred because the treasurer at the time did not have check writing privileges at the first bank since the name cards had not been changed. This will now occur immediately after the elections in the fall.
- Report filed for audit

Corresponding Secretary: No report submitted

COMMITTEE REPORTS

Conference Committee:

- Pauline announced 3 speakers for the fall conference on the 29th of September. They are Michael Leclerc from NEHGS, Lucie Leblanc Consentino and Alan Hoffman, who will speak about General Lafayette

The following reports were submitted electronically and required no discussion.

- Computer Committee
- Membership Committee

Marketing:

- Do we need a list of frequent buyers so that we can send them updates on publications?
This can be compiled from purchases over the last few years

Publications:

- Report submitted electronically
- Pauline will contact AFGS to see if they'd like to be on an automatic send list as we produce new reps.
- Change in postal rates: Increased by \$5. for genealogist, needs to be updated on website and in the genealogist
- Issues Index 1-18 and 19-38, are they downstairs? Muriel will look into this

Shipping:

- Jim Gaudet submitted a proposal for online postage access. This would cost app. \$16./month, and provide us with a scale that could weigh up to 4 lbs of postage. Question as to how we would weigh our book mailings? Jim will be asked to research this and resubmit next month.

Library Board:

- Report submitted electronically
- Mary Anna will be asked to look into the cost of renting a negative microfilm printer since we cannot find anyone to service the current printer. It is down at the present as it will not print.
- Mary Anna requested and has received the title of archivist

OLD BUSINESS

- Bingo fundraiser: we would need to cover 140 hours from 11 AM to 1 AM 10 days in a row. We would get \$6000 or 35% of the take whichever is greater. Investigate further
- Data entry software: FE5 can be made to run well on new computers, even those running Windows Vista, using a freeware program called DosBox. Because of the familiarity with FE5, we will try to squeeze out a few more years using it. Well continue looking for a replacement, but there is no urgency at this time. An installation disk will be made to try to keep DosBox installation simple.
- Discussion about single purchases of over \$100. Chairs will be advised that they must approach the board for these.

NEW BUSINESS:

- Constance has requested access to Godfrey Memorial Library's search site. This would cost \$35. yr, does it add any info we need re Connecticut? *APPROVED*
- Lorraine has requested the code to the key box so that she can access the library when the power is out. Granted
- Finance chair: Gerry Lalonde can no longer do this. Bob Labelle is willing to accept his position. *Gerry moved, seconded by Roger, that Bob Labelle chair the Finance oversight committee. Passed*
-

Motion to adjourn by Jeanne, second Lorraine. Adjourned at 8:30

Respectfully submitted

Muriel Normand
Recording Secretary

06/09/07

American-Canadian Genealogical Society
Balance Sheet
As of May 31, 2007

May 31, 07

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

1001 - CHECKING ACCOUNT-BNH	6,188.91
1002 - CHEQUING - CANADIAN FUNDS	1,566.45
1003 - BUILDING FUND-BNH	4,595.44
1004 - BOOK FUND-SMB	7,286.61
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

Total 1000 - BANK ACCOUNTS 23,710.32

Total Checking/Savings 23,710.32

Accounts Receivable**1100 - ACCOUNTS RECEIVABLE**

1101 - Paid Invoices	-216.14
1100 - ACCOUNTS RECEIVABLE - Other	1,112.95

Total 1100 - ACCOUNTS RECEIVABLE 896.81

Total Accounts Receivable 896.81

Other Current Assets**1300 - INVENTORY-RESALE**

65,314.85

Total Other Current Assets 65,314.85

Total Current Assets 89,921.98

Fixed Assets**1500 - Fixed Assets**

1501 - LIBRARY BUILDING	230,172.38
1502 - FURNITURE & EQUIPMENT	110,626.21
1503 - ACGS HOLDINGS	318,218.32

Total 1500 - Fixed Assets 659,016.91

Total Fixed Assets 659,016.91

TOTAL ASSETS 748,938.89

LIABILITIES & EQUITY**Liabilities****Long Term Liabilities****2700 - NOTE PAYABLE**

2701 - NOTES PAYABLE (DROUIN) 80,000.00

Total 2700 - NOTE PAYABLE 80,000.00

2703 - . DROUIN PRINCIPLE -68,262.30

Total Long Term Liabilities 11,737.70

Total Liabilities 11,737.70

06/09/07

American-Canadian Genealogical Society
Balance Sheet
As of May 31, 2007

	<u>May 31, 07</u>
Equity	
3000 · OPENING BALANCE EQUITY	517,014.16
3900 · RETAINED EARNINGS	213,585.04
Net Income	6,601.99
Total Equity	<u>737,201.19</u>
TOTAL LIABILITIES & EQUITY	<u><u>748,938.89</u></u>

DESCRIPTION	KEY	ACCOUNT	DATE 5/8/07		DATE 5/13/07		DATE 5/20/07		DATE 5/27/07		DATE		TOTALS
			REGISTER	CC	REGISTER	CC	REGISTER	CC	REGISTER	CC	REGISTER	CC	
MEMBERSHIP DUES	30	4101	\$1,095.00	\$75.00	\$855.00	\$30.00	\$1,553.00	\$120.00	\$455.00	\$75.00			\$4,258.00
LIFE DUES	19	4102											\$0.00
USED BOOKS	16	4201	\$407.00	\$30.00					\$1.00				\$438.00
NERGC INCOME		4202											\$0.00
REPERTOIRES	6	4203	\$106.25	\$30.00	\$292.50								\$428.75
INDEX & HOLDINGS	7	4204											\$0.00
JETTE & WHITE	4	4205		\$252.50			\$240.00	\$830.00					\$1,322.50
CD ROM'S	17	4206	\$32.50	\$15.00	\$24.95	\$65.00							\$137.45
CROTEAU	14	4207	\$13.00	\$36.00	\$45.00								\$94.00
NEW BOOKS	15	4208	\$146.90						\$20.00				\$166.90
GENEALOGIST BACK	5	4301							\$1.00				\$1.00
ADS		4302											\$0.00
ALL COPIES NOT DROUIN	1	4401	\$31.15		\$2.15		\$10.85		\$2.70				\$46.85
MAPS CHARTS	2	4402	\$24.00		\$6.40		\$10.50		\$5.00				\$45.90
GUEST FEES	3	4403			\$30.00		\$20.00		\$50.00				\$100.00
DROUIN TIME	22	4404	\$40.00	\$15.00	\$10.00				\$15.00				\$80.00
BEVERAGES	24	4405	\$25.70		\$13.50								\$39.20
MERCHANDISE PINS	20	4407	\$3.00						\$9.00				\$12.00
GIFT CERTIFICATE	21	4408											\$0.00
DROUIN COPY	18	4410	\$42.35		\$8.25		\$9.50		\$4.75				\$64.85
RESEARCH	8	4501	\$20.00		\$140.00				\$270.15				\$430.15
DROUIN RESEARCH	23	4502	\$300.00		\$25.00				\$240.00				\$565.00
CONFERENCE	9	4601											\$0.00
RAFFLE	10	4602											\$0.00
CONFERENCE ADS		4603											\$0.00
CONFERENCE BOOTH		4604											\$0.00
CONFERENCE BEVER		4605	-\$46.70										-\$46.70
DROUIN DONATION	11	4701	\$105.00		\$10.00		\$448.00		\$5.00				\$568.00
BUILDING FUND	12	4702			\$20.00								\$20.00
BOOK FUND	13	4703	\$50.00		\$20.00		\$40.00						\$110.00
SHORT-OVER		4705			\$0.90		\$1.15						\$2.05
RENT	36	4801	\$875.00										\$875.00
NE REG CONF													\$0.00
TOTALS			\$3,270.15	\$453.50	\$1,503.65	\$95.00	\$2,333.00	\$950.00	\$1,078.60	\$75.00	0.00	0.00	\$9,758.90
ACC REC									\$89.50				\$89.50
DEPOSITED			\$3,270.15	\$453.50	\$1,503.65	\$95.00	\$2,333.00	\$950.00	\$1,168.10	\$75.00	\$0.00	\$0.00	\$9,848.40

7:00 PM
06/09/07
Accrual Basis

American-Canadian Genealogical Society
Income/Expense
May 2007

	<u>May 07</u>
Income	
4100 · MEMBERSHIP	
4101 · Dues	4,258.00
Total 4100 · MEMBERSHIP	<u>4,258.00</u>
4200 · PUBLICATIONS	
4201 · Used Book Sales	438.00
4203 · Repertoires	782.25
4205 · Jette & White	1,322.50
4206 · CD Roms	137.45
4207 · Fr, Croteau Publications	94.00
4208 · Orphan Pub. & Index	196.90
Total 4200 · PUBLICATIONS	<u>2,971.10</u>
4300 · GENEALOGIST	
4301 · Back Issues	1.00
Total 4300 · GENEALOGIST	<u>1.00</u>
4400 · LIBRARY	
4401 · All Copies except Drouin copies	46.85
4402 · Maps-Charts-Beginners' Course	45.90
4403 · Guest Fees	100.00
4404 · Drouin Computer Time	80.00
4405 · Beverages	13.65
4407 · Logo Mdse (resale items)	12.00
4410 · Drouin Copies & CDs	64.85
Total 4400 · LIBRARY	<u>363.25</u>
4500 · RESEARCH	
4501 · Reasearch Income	430.15
4502 · Drouin Research Income	565.00
Total 4500 · RESEARCH	<u>995.15</u>
4600 · CONFERENCE	
4605 · Refreshments	-46.70
Total 4600 · CONFERENCE	<u>-46.70</u>
4700 · SOCIETY	
4701 · Drouin Fund Donations	568.00
4702 · Bldg Fund	20.00
4703 · Book Fund (Border crossings)	110.00
4705 · Cash Over & Short	2.05
4706 · Ckg Act Int	0.30
Total 4700 · SOCIETY	<u>700.35</u>
4800 · BUILDING	
4801 · Rent	875.00
Total 4800 · BUILDING	<u>875.00</u>
Total Income	<u>10,117.15</u>
Gross Profit	10,117.15

7:00 PM
06/09/07
Accrual Basis

American-Canadian Genealogical Society
Income/Expense
May 2007

	<u>May 07</u>
Expense	
6200 · PUBLICATIONS EXP	
6205 · Jette & White	370.00
Total 6200 · PUBLICATIONS EXP	<u>370.00</u>
6400 · LIBRARY EXP	
6402 · Supplies	29.90
6404 · Equip. Maint.	322.00
Total 6400 · LIBRARY EXP	<u>351.90</u>
6500 · RESEARCH EXP	
6502 · Supplies	107.99
Total 6500 · RESEARCH EXP.	<u>107.99</u>
6700 · SOCIETY EXP	
6702 · Supplies	204.59
6703 · Telephone	95.33
6705 · Subscriptions	75.00
6707 · Bank Charges	101.66
6710 · Credit Card Charges	0.10
6712 · Internet Services	48.90
6714 · Drouin-Interest Exp.	66.55
Total 6700 · SOCIETY EXP	<u>592.13</u>
6800 · BUILDING EXP	
6801 · Heat	540.16
6802 · Electricity	246.16
6803 · Water-Sewer	137.45
6805 · Building Maint.	667.01
6806 · Grounds Maint.	160.00
Total 6800 · BUILDING EXP	<u>1,750.78</u>
Total Expense	<u>3,172.80</u>
Net Income	<u><u>6,944.35</u></u>

06/09/07

American-Canadian Genealogical Society
Income/Expense Month Comparison
May 2007

	<u>May 07</u>	<u>May 06</u>	<u>\$ Change</u>
Income			
4100 · MEMBERSHIP			
4101 · Dues	4,258.00	3,493.00	765.00
Total 4100 · MEMBERSHIP	4,258.00	3,493.00	765.00
4200 · PUBLICATIONS			
4201 · Used Book Sales	438.00	0.00	438.00
4203 · Repertoires	782.25	262.58	519.67
4204 · Index & Holdings	0.00	0.00	0.00
4205 · Jette & White	1,322.50	0.00	1,322.50
4206 · CD Roms	137.45	0.00	137.45
4207 · Fr, Croteau Publications	94.00	0.00	94.00
4208 · Orphan Pub. & Index	196.90	45.00	151.90
4209 · Other	0.00	675.00	-675.00
Total 4200 · PUBLICATIONS	2,971.10	982.58	1,988.52
4300 · GENEALOGIST			
4301 · Back Issues	1.00	39.00	-38.00
Total 4300 · GENEALOGIST	1.00	39.00	-38.00
4400 · LIBRARY			
4401 · All Copies except Drouin copies	46.85	57.25	-10.40
4402 · Maps-Charts-Beginners' Course	45.90	47.85	-1.95
4403 · Guest Fees	100.00	20.00	80.00
4404 · Drouin Computer Time	80.00	305.00	-225.00
4405 · Beverages	13.65	0.00	13.65
4407 · Logo Mdse (resale items)	12.00	0.00	12.00
4410 · Drouin Copies & CDs	64.85	37.98	26.87
Total 4400 · LIBRARY	363.25	468.08	-104.83
4500 · RESEARCH			
4501 · Reasearch Income	430.15	493.00	-62.85
4502 · Drouin Research Income	565.00	61.00	504.00
Total 4500 · RESEARCH	995.15	554.00	441.15
4600 · CONFERENCE			
4605 · Refreshments	-46.70	0.00	-46.70
Total 4600 · CONFERENCE	-46.70	0.00	-46.70
4700 · SOCIETY			
4701 · Drouin Fund Donations	568.00	372.00	196.00
4702 · Bldg Fund	20.00	20.00	0.00
4703 · Book Fund (Border crossings)	110.00	25.00	85.00
4705 · Cash Over & Short	2.05	118.84	-116.79
4706 · Ckg Act Int	0.30	0.62	-0.32
4707 · Bld Fnd Int	0.00	0.38	-0.38
4708 · Sav Act Int	0.00	6.06	-6.06
Total 4700 · SOCIETY	700.35	542.90	157.45

06/09/07

American-Canadian Genealogical Society
Income/Expense Month Comparison
May 2007

	May 07	May 06	\$ Change
4800 · BUILDING			
4801 · Rent	875.00	875.00	0.00
Total 4800 · BUILDING	875.00	875.00	0.00
Total Income	10,117.15	6,954.56	3,162.59
Gross Profit	10,117.15	6,954.56	3,162.59
Expense			
6100 · MEMBERSHIP EXP			
6103 · Advertising Expense	0.00	80.00	-80.00
Total 6100 · MEMBERSHIP EXP	0.00	80.00	-80.00
6200 · PUBLICATIONS EXP			
6203 · Print Reps	0.00	654.85	-654.85
6205 · Jette & White	370.00	0.00	370.00
Total 6200 · PUBLICATIONS EXP	370.00	654.85	-284.85
6300 · GENEALOGIST EXP			
6303 · Printing	0.00	3,648.54	-3,648.54
Total 6300 · GENEALOGIST EXP	0.00	3,648.54	-3,648.54
6400 · LIBRARY EXP			
6402 · Supplies	29.90	0.00	29.90
6404 · Equip. Maint	322.00	247.60	74.40
6407 · Acquisitions - New Books	0.00	-650.00	650.00
Total 6400 · LIBRARY EXP	351.90	-402.40	754.30
6500 · RESEARCH EXP			
6502 · Supplies	107.99	0.00	107.99
Total 6500 · RESEARCH EXP	107.99	0.00	107.99
6600 · CONFERENCE EXP			
6603 · Printing & Supplies	0.00	154.45	-154.45
6605 · Caterer & Refreshments	0.00	53.58	-53.58
6609 · Other	0.00	0.00	0.00
Total 6600 · CONFERENCE EXP	0.00	208.03	-208.03
6700 · SOCIETY EXP			
6701 · Postage	0.00	0.00	0.00
6702 · Supplies	204.59	0.00	204.59
6703 · Telephone	95.33	113.16	-17.83
6705 · Subscriptions	75.00	320.50	-245.50
6707 · Bank Charges	101.66	6.00	95.66
6709 · Computer Expenses	0.00	25.00	-25.00
6710 · Credit Card Charges	0.10	1.35	-1.25
6712 · Internet Services	48.90	42.89	6.01
6714 · Drouin-Interest Exp.	66.55	160.91	-94.36
Total 6700 · SOCIETY EXP	592.13	669.81	-77.68

06/09/07

American-Canadian Genealogical Society
Income/Expense Month Comparison
May 2007

	<u>May 07</u>	<u>May 06</u>	<u>\$ Change</u>
6800 - BUILDING EXP			
6801 - Heat	540.16	0.00	540.16
6802 - Electricity	246.16	305.84	-59.68
6803 - Water-Sewer	137.45	125.45	12.00
6805 - Building Maint.	667.01	450.00	217.01
6806 - Grounds Maint.	160.00	0.00	160.00
Total 6800 - BUILDING EXP	<u>1,750.78</u>	<u>881.29</u>	<u>869.49</u>
Total Expense	<u>3,172.80</u>	<u>5,740.12</u>	<u>-2,567.32</u>
Net Income	<u><u>6,944.35</u></u>	<u><u>1,214.44</u></u>	<u><u>5,729.91</u></u>

**MEMBERSHIP REPORT
FOR MONTH OF
MAY, 2007**

New Members:	13
Renewals:	105
10 Family	
7 Reactivated	
3 from 2006	
Inactivated	48
(2 Family)	
Donations	480.00
Total Number of Active Members	<u>2071</u>
Active Members	1664
a) Canadian @ \$38.00 ea	15
b) Canadian Inst. @ \$53.00 ea	1
c) Institutes @ \$50.00 ea.	14
Family Members	162
Student	2
Exchange	119
Life	114
Life Family	6
Life Genealogist (1st Class Postage)	0
Active Genealogist (1st Class Postage)	4

Submitted by:
Jeanne Boisvert #6394

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Muriel Normand

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 <roger.lanctot@comcast.net>; <RWMLawrenc@aol.com>; <mcnyankee@comcast.net>;
 <Bobpaquette@comcast.net>; <GSavard@comcast.net>; <rocksmithj@comcast.net>;
 <XSTWITCH@net1plus.com>
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 <mcnyankee@comcast.net>; <XSTWITCH@net1plus.com>
Sent: Wednesday, June 06, 2007 6:22 PM
Subject: Library Board report

TO: Board of Directors
 FROM: Library Board

Meeting held Monday June 4, 2007. Next meeting, tentatively, Monday July 2nd.
 Members present: Constance Hebert, Pauly Labbe, Muriel Normand, Jackie Watson, Mary Anna Paquette.
 Bob Neveux was unable to attend.

1. **VOLUNTEER APPRECIATION DAY:** The volunteer get-together seemed to have gone well. There were 32 volunteers, and 5 guests - a total of 37, if everyone signed in! A few started a game called "Tuc" (I think), they looked like they were having a great time. The leftover trays of cheese and veggies were taken to the Veterans' home "Liberty House".
2. Some discussion was held about binding of books. It was decided that we will give Bridgeport Bindery a try. A box of 23 books is ready to go as soon as I receive the color swatches from Bridgeport. I sent them a message on Monday.
3. **PERIODICAL LIST ONLINE:** Jackie Watson is preparing a list of the periodicals ACGS currently has on the shelves, and has asked Gerry Savard to help her get it set up to put online. People can search the PERSI index online, find the name of the article they want and check the ACGS web site to see if we have the periodical. As I understand it, anyone can get a password/login from their local library to do an online search of PERSI.
4. **SPACE FOR REPERTOIRES:** Since we are now getting more repertoires from MA, CT, RI, and VT, the Library Board voted to move stuff around a bit. All of the Central, Mid-West, and Northwest repertoires and vitals were moved to the shelves on the back wall on the right side of the library. The rest of New England and New York were spread out slightly and moved to the bookshelves next to the office. This opened up enough space so that we won't have to think about shelving for a while!
5. **BAG CHECKS:** It was determined that checking bags/briefcases when people leave the library has not presented a problem.
6. **LOST/FOUND PAPERS:** The box of lost/found papers that get forgotten and left behind has been overflowing. It was decided that these will be discarded after a year.
7. **BADGE:** It was decided that we should ask Lucie Morency to make a badge for Angele Levesque.
8. **NEGATIVE FILM READER/PRINTER:** Item #PC Printer 90 really needs to be replaced. We are no longer able to find someone to repair the negative reader/printer, and are requesting the Board of Directors seriously consider getting it replaced. I called the NH Room at the City Library hoping that Cindy O'Neil would know of someone, but was told that all their reader/printers have been replaced and are new. I gave Bob Neveux the name and phone number of the company that the City Library uses. They lease all their machines. I don't know what it cost ACGS to repair our old one over the past couple of years, but was told that the repairman we did have charged \$70.00/hour.
9. **MONEY IN THE RENTAL COPIER:** The money in the rental copier should be picked up on a regular basis. Someone used to come in at least once a month to pick up the \$\$\$. IKON has been called 3 times in the past 2 or 3 weeks. Pauly Labbe called them again on Monday and asked someone to please come in to pick up the cash. There is over \$200 there. The cash box gets jammed with bills, the bills are removed and put into an envelope which is then stuck inside the machine and locked. However, now there is no room to put any more reserve cash there.

6/8/2007

10. DROUIN COUPONS: (I neglected to count the coupons this week, so will submit the count separately.)

Respectfully submitted,
Mary Anna Paquette

6/8/2007

To: AGCS Board
From: Gerry Savard
Date: 6/8/07
Subject: Web Site statistics for May, 2007

Web site visits are ahead of last year for the same time period. We had 8,955 visitors to our site. That's 289 visits per day. I've included a graph that shows the web site growth over the last three years.

The web site's What's New and conference pages were updated by Nicole, as well as the catalog page. New holdings lists were also made available. The Buck a Book promotion is now on the website.

For April, our holding lists were viewed 3585 times.
Our catalogs were accessed 421 times.
Our membership page had 422 hits with the application page getting 88 hits.
The Drouin pages were accessed 670 times.
The What's New page was accessed 831 times.
The 'Tree of Life' page got 273 hits.

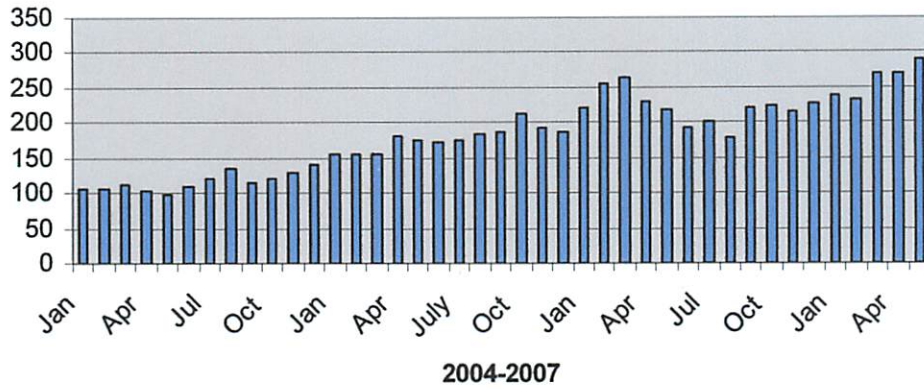
Some of the top referrers to our site: (These are sites that have links to ours)
Google – over 1,100 hits
AFGS – 74
North American Genealogy Resources 52
Le Centre de Généalogie Francophone d'Amérique 37
Lucie's site 19
PRDH 23

The message board: We have 904 messages and 425 registered users. The message board continues to draw many visitors to our web site. Thanks to all who contribute. Spam has increased dramatically this month through automated software. I'll probably ask Nicole to see if she can modify the message board software to cut down on this spam.

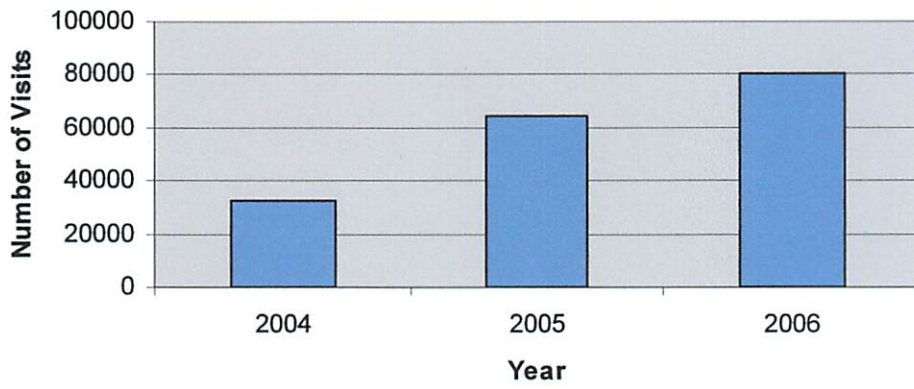
Respectfully Submitted,

Gerry Savard
Web Site Liaison

Average Daily Web Site Visits



Web Site Visits By Year



Year	Month	Visitor Total	Visitors/Day
2006	Jan	6,858	221
	Feb	7,115	254
	Mar	8,151	263
	Apr	6,849	228
	May	6,719	217
	Jun	5,776	193
	Jul	6,205	200
	Aug	5,523	178
	Sep	6,588	220
	Oct	6,967	225
	Nov	6,440	215
	Dec	7,010	226
2007	Jan	7,379	238
	Feb	7,228	258
	Mar	8,333	269
	Apr	8,086	270
	May	8,955	289

Muriel Normand

From: "Robert Paquette" <bobpaquette@comcast.net>
To: <board@acgs.org>
Cc: "Pauline G Cote" <geco2@juno.com>; "Roland Marchand" <r.marchand1@comcast.net>; "Sam Harris" <chrysler54@verizon.net>; "Larry Autotte " <LAutotte@comcast.net>; "Herb Boyce" <h-n-boyce-sr@comcast.net>; "Gerald Lalonde" <lalo131@comcast.net>
Sent: Tuesday, June 12, 2007 9:22 PM
Subject: Computer Committee Report June07.doc

Computer Committee Report
June 2007

Another quiet month on the computer front. Just some more of the same tweaks we have to do to correct problems in accessing Drouin. Corrected.

We finally got a response from Mr. Pepin regarding the missing year of St. Edouard de Napierville. He sent a zip file and it has been installed in the database.

Respectfully submitted:
Bob Paquette, 3262

6/13/2007

a roller coaster and we are on a slow pony ride.

Also, many parishes have been completed & are in need of NH to do the final corrections. It has been agreed that the next set of corrections will be a parish in Greenwich followed by Our Lady of Angel

On the NH front:

Ready to be put together are the marriage & baptisms of St Therese Manchester. This parish is closed and the records are housed next door to us. It does not take long for things to get lost once parishes close. We are still searching for some 20 years of burials. They will be found eventually

We are also completing the up dates of Blessed Sacrament that occurred since we did their parish (think this was the 2ND of endeavors)

Data entry in almost completed on the marriages of Sacred Heart Holyoke. We will be doing the baptism next

Kathy Pasko is schedule to visit NH in July to complete what is missing for the production of the repertoire of Resurrection Church in Nashua. She suggested that perhaps if David came up, brought our copier from NY that a group could invade St Ann to copy their records. I have not made contact with Rev. but will do so in the next week or so & see his reaction. If positive, great. If negative then I may approach Father Cooper at the Cathedral and see his reaction. If that works, I can give Paulette & Zachary credit because it was at their wedding preparation & ceremony that my name came up. Seems Father had already heard about me

All the above paragraph is very iffy and do not count your eggs till the old hen lays them

Everyone involved has been working over time and the results are starting to show how productive this department can be. As I work with NY, MA, NH material, I am just amazed how people went from one place to the other & how our material involves their ancestry

For those of you who are Father's "Happy Father's Day" For those of you who are not, see what you are missing

Respectfully submitted

Pauline Genest Cote

Publication Coordinator

PGCOTE

information recorded in the census includes: name, relationship to head of family, age at last birthday, sex, color or race,
whether single, married, widowed, or divorced, birthplace, birthplace of father and mother, and more

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Muriel Normand

From: <geco2@juno.com>
To: <board@acgs.org>
Cc: <LAutotte@ComCast.net>; <h-n-boyce-sr@comcast.net>; <h-n-boyce-sr@comcast.net>; <mapaquette3910@comcast.net>; <bobneveux@comcast.net>; <cl-hebert@comcast.net>; <dithibault@yahoo.com>; <cw3jack_stan@mindspring.com>; <arborside@comcast.net>; <nychurchrecords@aol.com>; <KMPASKO@comcast.net>; <geco2@juno.com>
Sent: Saturday, June 09, 2007 3:49 PM
Subject: Board Meeting 14 Jun 2007

To the Officers; Directors; Chairpersons; & Committee

On the MA front:

Have just completed putting together the Marriages of St Joseph Springfield. The end result is 4130 X = 8260 record on 788 pages or a 3 volume repertoire. The material will be in the loving hands of Mr Savard by Wednesday & I think I may include a small bottle of aspirins since I think I may be the source of a number of headaches for him

We have completed 30 files of baptisms with approximately 19 more files to complete this project. The most difficult material was included in the marriages and this 19 files should be a snap.

No burials were included in this parish which is now closed and copied by our at large committee member Kathleen Pierce Pasko

On the NY front:

Before I get into that, may I invite you to the publication room and see the spectacular interior decorating that David did on his visit last week. For a young man his age, he is thinking ahead and labeled all the areas, boxes JUST in case some of us might "expire" so whoever takes the hot seat will know where things are. Merci David

After this report, I shall insert the marriages that occurred after the copying, data entry, & proofing in the baptism of St Anthony Schenectady. With luck, that will be what I shall put together next week end for our next repertoire

Possibly next will be the burials of same. If not ready, I shall proceed to something else & come back to this one

You are aware the births & burials of St Mary Troy have been completed and are in Mr Savard's loving hands. New printing of repertoires has caused some delays, but I am certain once they get the hang of it things will move more smoothly and faster. (There is always a price to pay for progress)

What you do not know is that last week I also gave Mr Savard about 7 parishes or missions of the "North country". This material may have Jerry dipping into that aspirin bottle because of its size or shall I say lack of size. I cannot help be feel that someone will find some interesting information that may have been granite block for some time

NY has been most helpful in proofing some NH material which we greatly appreciate since they are on

1920, 1940, 2000 Census.

Description:

This database is an index to individuals enumerated in the 1920 United States Federal Census, the Fourteenth Census of the United States. It includes all states and territories, as well as Military and Naval Forces, the Virgin Islands, Puerto Rico,

American Samoa, Guam, and the Panama Canal Zone. The census provides many details about individuals and families including: name, gender, age, birthplace, year of immigration, mother tongue, and parents' birthplaces. In addition, the names of those listed on the population schedule are linked to actual images of the 1920 Federal Census.

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MEMORANDUM

TO: ACGS BOARD OF DIRECTORS
FROM: MAILING & SHIPPING COMMITTEE
SUBJECT: REPORT & PROPOSAL
DATE: 6/12/2007
CC:

Ladies & Gentlemen:

With the addition of another member to assist with the Mailing & Shipping duties, the committee would like to report some of its recent activities since the Spring Conference.

Mail & Stock Rooms:

These two areas are being reorganized and inventoried. The old or damaged stock of the Society's publication *The Genealogist* is being thrown out. There is a remaining supply of each issue, as well as three to four complete sets, and two half sets (as advertised in the publication) for sale. Once the first load of items to be thrown out is removed, the second half of the stock room clean-up will be completed. Once done, then both rooms will have been cleaned out of damaged, unnecessary or obsolete materials and items. Then, an accurate inventory can be made of existing *Croteau* publications in the Society's possession. There has been a current inventory made of the Mail Room holdings. As of this writing, the first half of the materials to be discarded have not been removed.

All inventory and supplies will now be able to be off the floors – so that water damage should no longer be a concern to inventory.

Postage Items:

Postage rates increased on 14 May 2007. The postage scale in the Research Department has been reset to reflect current prices. There will also be some changes to pricing in Mailing & Shipping as well – but it is too early to forecast what impact there will be on pricing. However, prices rarely go down!

To save money, a new CD mailer was put into use. By using the new CD mailer, the Society immediately saves \$.20 per unit in postage – as the old bubble wrap mailer became “oversized” with the new rates – automatically increasing the first ounce from \$.41 to \$.81! Given that Membership also sends out CDs to new members, this will realize a significant savings over time. Also, we will be trying to get a credit for unused packages of the bubble mailers that were previously purchased. I have asked Jeanne Boisvert to turn in her supply of these bubble mailers for that purpose. Gerry Savard indicated that he could add the “welcome” or “introductory” materials Jeanne sends out to the Beginner's Course CD that is provided to new members – again, allowing the use of the less expensive CD mailer.

Post Office Box:

Jim Gaudet has agreed to pick up mail for the society, relieving Mary Jane Chaput of this task. Jim lives in that area and given that he will be making trips to the Post Office for mailing and shipping tasks, it made sense to do this. Jim's goal is to pick up mail two times per week (perhaps Tuesdays and Saturdays). A second key should be obtained to be kept in the key box for emergencies or backup. The cost for a second key is

Inventory:

The Mail Room and Supply Room (library upstairs) has been inventoried and cleaned up. The library display cases were re-organized and now contain one item of every publication or article for sale by the Society.

On-Line Postage Account:

The Committee would recommend that the Society moved to an "on-line" mailing account. The United States Postal Service (USPS) has a half dozen approved vendors for this, but we would recommend going with one of two selections: Endicia.com or Stamps.com

By transitioning to an on-line account, the Society gains several advantages:

- On-line auditing and instant access to actual costs associated with mailing and shipping.
- No additional work for the Treasurer to track and maintain reimbursements for postage and mailing.
- Both recommended programs offer "discreet" or "stealth" postage – which actually barcodes and HIDES actual shipping costs on the mailings from the patrons.
- The programs set up customer accounts, prints professional mailing labels including the Society's logo or any other information, and allows postage and mailing labels to be affixed here on site. This eliminates the mailing person spending more time at the Post Office.
- The Society chooses the best method to ship, and can compare costs between the various services that best fit our needs.
- This account could be expanded to include use by Research and Membership for larger-sized mailings.

The two vendors that were recommended both cost \$16.00 per month. Both offer first month promotions (for instance, one provided a free four pound postage scale). The Society has the requisite hardware (with the possible exception of purchasing a Dymo label printer). The software could be integrated into any of the desktops in the office area.

Attached are several webpage sheets describing the services of Endicia.com and Stamps.com



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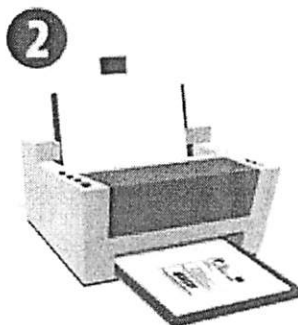
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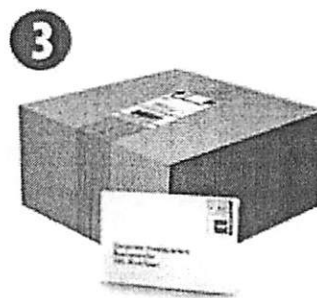
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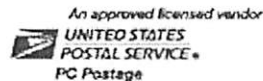
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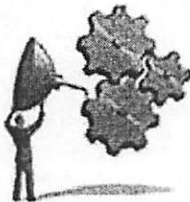
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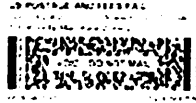
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