

## ACGS Board of Directors Meeting

November 21, 2010

Start of Meeting: 9:57 a.m.

Present: Dan Champagne, John Cooke, Denis Joyal, Gerry Savard, Pauline Cusson, Julie Smith, Bernadette Meunier, Jeanne Boisvert, Constance Hebert, Muriel Normand, Jim Gaudet and Jackie Watson.

### President's Report:

Pauline informed us that Anne Gleason has had to resign from the position as Treasurer. At this time the office is too time consuming for her to include in her already busy life. Because of this vacancy on the board a new Treasurer is needed. Julie Smith said that she would be willing to fill this position there by leaving an opening as Corresponding Secretary.

- Motion to accept Julie's resignation as corresponding secretary was made by Constance, 2<sup>nd</sup> by Bernadette, all in favor.
- Motion to appoint Julie as Treasurer was made by Muriel, 2<sup>nd</sup> by Jeanne, all in favor.
- Motion to appoint Jim Gaudet as Correspondence Secretary was made by Constance, 2<sup>nd</sup> by Dan, all in favor.

### Reports of Officers:

- Treasurer's report: Discussed, file for audit
- Correspondence: electronic
- Membership: electronic

### Committee Reports:

- Shipping: (electronic) Jim stated that the items being shipped have not gone missing since we started insuring the packages. We have only had one problem with mailing the Genealogist and that was to France. It was decided to mail that one periodical in house instead of sending it through the mailing house we use, to avoid any future problems.
- Publications: Pauline Cote was in the hospital for 2 weeks and is now in rehab, possibly for 6 weeks. (No report filed).

We discussed the following items:

- David B. is still requesting more work to keep his NY team busy.

- The Volunteer Dinner for the NY team on Nov. 8<sup>th</sup> had to be cancelled at the last minute due to bad weather. Unfortunately, Gerry and Pauline were on the road to attend this event when they got the call. They stopped in Pittsfield, MA. and met up with David to give him the repertoires they were bringing to him.

**Note:** The Board took an electronic vote on October 29<sup>th</sup> to increase the amount of money allocated for the volunteer dinner in N.Y. by \$100.00 to cover the room needed to accommodate the number of volunteers attending and to allow Gerry and Pauline to attend. All approved.

After the dinner was canceled it was decided that \$50.00 of the \$100.00 voted on to cover dinner was to be used on David's publication expenses. He will send a receipt for the meal.

- The various churches that still need to be proof read (Precious Blood), the churches that have already been contacted, and that the Keesville repertoire is all proofed and ready to be published.
- We also discussed (again) the need for new shelving in Pauline Cote's downstairs storage room, scanning of all the paper documents to digitize them, and the calling of a shredding company to dispose of the paper documents. We decided that buying a scanner and computer to do this digitizing would be necessary—Gerry to check on pricing. When these items are acquired we would need to set up a volunteer schedule to accomplish this task.
- Books 103,104 and 105 are in need of reprinting. Gerry will contact Bridgeport to see about reprints of a quantity of 5 each in hard cover. (books under 103 are in soft cover now)
- David B. will be given instructions on how to use the new camera/computer for capturing repertoire information and then he will begin to use this set up in NY. We have decided that a second set-up would be needed here at ACGS so Gerry will be looking into the prices for this purchase.

Motion was made by Muriel, 2<sup>nd</sup> by Constance that a Digital Publications Committee needs to be established and nominated Gerry Savard to that chair position---all approved. (Gerry to pick his co-workers on this project)

Acquisitions—Bob Maurier now has \$2000.00 in the account to use for future purchases.

Building/Grounds—Jim to contact Herb to see when the dry well work will be done. A down payment of \$1000.00 has already been put on the ACGS credit card.

Computer/Web site-The front desk now has a new computer set-up for logging in our guests.

Research Services-(electronic)

The Volunteer Dinner for the NY team on Nov. 8<sup>th</sup> had to be cancelled at the last minute due to bad weather. Unfortunately, Gery and Pauline were on the road to attend this event when they got the call. They stopped in Pittsburgh, PA, and met up with David to give him the report on the expenses they were bringing to him.

Note: The Board took an electronic vote on October 20<sup>th</sup> to increase the amount of money allocated for the volunteer dinner in NY by \$100.00 to cover the room needed to accommodate the number of volunteers attending and to allow Gery and Pauline to attend. All approved.

After the dinner was canceled it was decided that \$200.00 of the \$100.00 voted on to cover the dinner was to be used on David's publication expenses. He will send a report for the meal.

If various checks that still need to be paid (Fred's blood), the committee that was already been contacted, and that the Kessler's operations is all paid and ready to be published.

We also discussed (again) the need for new shelving in Pauline Cole's downstairs storage room, scanning of all the paper documents to digital format, and the plan of a scanning company to dispose of the paper documents. We decided that having a scanner and computer to do this digitizing would be necessary—Gery to check on pricing. When these items are acquired we would need to set up a volunteer schedule to accomplish this task.

Books 103104 and 110 are in need of reindexing. Gery will contact Birdgeon to see about reprints of a quantity of 2 each in hard cover. (Books under 103 are in soft cover.) (Gery)

David B. will be given instructions on how to use the new camera/computer for capturing reference information and then he will begin to use this set up in NY. We have decided that a second set-up would be needed here at AGSS so Gery will be looking into the prices for this purchase.

Additional work will be done by Gery and Pauline. The digitizing of the documents is a long-term project. Gery to pick his co-workers on this project.

Acquisition—Bob Amsler now has \$2000.00 in the account to use for future purchases.

Outgoing funds—Jim to contact Herb to see when the dry will work be done. A down payment of \$100.00 has already been put on the AGSS credit card.

Computer—The front desk now has a new computer set-up for logging in our users.

Research Services—(electronic)

Library-(electronic) Jeanne asked about finding someone to do book reviews on our new books and also do a "Did you know" article for the Genealogist. This article would highlight various items of interest to our guests about the library, such as books of interest in the Main collection or where to find different items of interest. Jackie asked about stabilizing the Family Genealogy shelving as they sway very easily—Dan to see what he can do to fix this problem.

**Old Business:**

- Sacred Heart, Manchester—Paul Roy has the go ahead to copy their records.
- Nominating- Gerry LaLond will chair the Nomination Committee and also the Parliamentary Advisor positions.

**New Business:**

Spring Conference—Jim Gaudet to chair this event

Fall Conference—Jim Gaudet and Muriel Normand to co-chair this event

Motion to adjourn at 12:15 p.m.—Constance, 2<sup>nd</sup> by Jeanne, all in favor.

Next meeting will be Dec. 12<sup>th</sup> at 9:30, before the Volunteer Dinner.

Donuts—Dan Coffee—Jeanne