

ACGS Board of Directors Meeting  
Agenda  
Sunday, November 17th, 2013

Start of Meeting: 10:00 a.m.

Excused:

Review/Approval of October's minutes [electronic]

President's Report

Report of Officers

- Treasurer's report
- Correspondence
- Membership

Committee Reports – some electronic

- Buildings/Grounds/Safety
- Library
- Research Services
- Speakers' Bureau
- Web site
- Computer Committee
- Publications

Old Business:

- Web Site/content
- Insurance
- Snow removal contract
- Fall classes
- December 6 Mural Dedication
- Scanning projects

New Business:

- Membership Application
- Changes to Membership fees
- Genealogist Frequency
- Christmas get together
- Open discussion

Next meeting – December 15th, 2013

Adjourn -

Total recorded between 10/1/2013 and 10/31/2013 = \$3,975.70

<u>Payment Type</u>	<u>Count</u>	<u>Sum</u>
Individual US	97	\$3,395.00
Family	15	\$150.00
Building Fund	9	\$210.00
Other	3	\$5.70
Acquisitions	5	\$95.00
Individual - Canada	3	\$120.00

**Membership Summary as of 11/16/2013**

<u>Active Members</u>	<u>Active Member by Type</u>	<u>New Members</u>
1388	Member Type	Family 2
Exchange	Eternal	Individual 11
99	Family	
	Family Life	
<u>Active Members by Country</u>	Individual	
CANADA 20	Individual Canada	
France 1	Individual Foreign	
USA 1367	Institution	
	Institution Canada	
	Life	

**Year to Date Summary**

<u>PaymentType</u>	<u>Count</u>	<u>Sum</u>	<u>New Members YTD</u>	
			<u>Member Type</u>	<u>Count</u>
Individual US	997	\$34,800.00	Family	12
Family	112	\$1,125.00	Individual	74
Life -US	4	\$2,120.00	Individual Ca	1
Building Fund	137	\$4,050.00	Life	1
Drouin	7	\$225.00		
Other	7	\$145.70		
Acquisitions	30	\$685.00		
Institutional	13	\$650.00		
Individual - Canada	12	\$480.00		
Overseas	1	\$50.00		
Research Services	2	\$90.00		
Back Issues	1	\$23.00		
	<b>Total to Date:</b>	<b>\$44,443.70</b>		

**ACGS DUES MAILING REPORT  
FOR NOVEMBER, 2013**

On December 2<sup>nd</sup> , - 107 Dues Notices will be mailed out. The breakdown follows:

**FIRST RENEWAL NOTICE:**

Individuals	71	
Family	4	
Institutions	3	
Canada	0	
Total		<b>78</b>

**SECOND RENEWAL NOTICE:**

Individuals	15	
Family	2	
Canada	0	
Total		<b>17</b>

**FINAL RENEWAL NOTICE:**

Individual	11	
Family	1	
Canada	0	
Total		<b>12</b>

**GRAND TOTAL: 107**

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If we decide to change the dues structure to accommodate patrons receiving the quarterly journal via e-mail, we will need to redesign our renewal notices to reflect these changes.

Starting with these notices, the Your e-mail address line has been indicated in red. For those renewal notices that I had already affixed to a postcard, I indicated a red Arrow pointing to the line.

I only have a few notices left that are affixed to a postcard, so starting next month, the majority of the notices will have the e-mail line in red.

Respectfully Submitted,

Ronald P. Blais

11/11/13

## American-Canadian Genealogical Society

## Balance Sheet

As of October 31, 2013

Oct 31, 13

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

1001 · CHECKING ACCOUNT-BNH	3,311.30
1002 · CHEQUING - CANADIAN FUNDS	793.44
1003 · BUILDING FUND-BNH	1,349.03
1004 · BOOK FUND-SMB	1,597.13
1005 · CASH ON HAND-CASH REG	150.00
1006 · PETTY CASH-VOLUNTEERS	200.00
1007 · C.D. SMB 10/18/2002	1,753.13
1010 · MONEY MKT - TDBank	2,737.40

<b>Total 1000 · BANK ACCOUNTS</b>	<b>11,891.43</b>
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<b>Total Checking/Savings</b>	<b>11,891.43</b>
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**Other Current Assets**

1300 · INVENTORY-RESALE	25,000.00
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<b>Total Other Current Assets</b>	<b>25,000.00</b>
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<b>Total Current Assets</b>	<b>36,891.43</b>
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**Fixed Assets****1500 · Fixed Assets**

1501 · LIBRARY BUILDING	230,172.38
1502 · FURNITURE & EQUIPMENT	131,741.21
1503 · ACGS HOLDINGS	339,822.35
1504 · Capital Improvement - Building	96,200.00

<b>Total 1500 · Fixed Assets</b>	<b>797,935.94</b>
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<b>Total Fixed Assets</b>	<b>797,935.94</b>
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<b>TOTAL ASSETS</b>	<b>834,827.37</b>
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**LIABILITIES & EQUITY****Equity**

3000 · OPENING BALANCE EQUITY	517,215.01
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3900 · RETAINED EARNINGS	290,476.99
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Net Income	27,135.37
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<b>Total Equity</b>	<b>834,827.37</b>
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<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>834,827.37</b>
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12:40 PM  
11/11/13  
Accrual Basis

American-Canadian Genealogical Society  
Income/Expense  
October 2013

	<u>Oct 13</u>
<b>Income</b>	
<b>4100 · MEMBERSHIP</b>	
4101 · Dues	4,120.00
<b>Total 4100 · MEMBERSHIP</b>	<u>4,120.00</u>
<b>4200 · PUBLICATIONS</b>	
4201 · Used Book Sales	105.00
4203 · Repertoires	268.50
4209 · Other	49.99
<b>Total 4200 · PUBLICATIONS</b>	<u>423.49</u>
<b>4300 · GENEALOGIST</b>	
4301 · Back Issues	1.00
<b>Total 4300 · GENEALOGIST</b>	<u>1.00</u>
<b>4400 · LIBRARY</b>	
4401 · All Copies except Drouin copies	79.94
4402 · Maps-Charts-Beginners' Course	59.45
4403 · Guest Fees	55.00
4405 · Beverages	31.00
4410 · Drouin Copies & CDs	11.50
<b>Total 4400 · LIBRARY</b>	<u>236.89</u>
<b>4500 · RESEARCH</b>	
4501 · Reasearch Income	40.00
<b>Total 4500 · RESEARCH</b>	<u>40.00</u>
<b>4600 · CONFERENCE</b>	
4601 · Attend Fees	520.00
<b>Total 4600 · CONFERENCE</b>	<u>520.00</u>
<b>4700 · SOCIETY</b>	
4702 · Bldg Fund	376.15
4703 · Book Fund	90.00
4705 · Cash Over & Short	4.75
4706 · Ckg Act Int	0.32
4708 · Sav Act Int	0.35
<b>Total 4700 · SOCIETY</b>	<u>471.57</u>
<b>4800 · BUILDING</b>	
4801 · Rent	875.00
<b>Total 4800 · BUILDING</b>	<u>875.00</u>
<b>Total Income</b>	<u>6,687.95</u>
<b>Gross Profit</b>	6,687.95
<b>Expense</b>	
<b>6200 · PUBLICATIONS EXP</b>	
6201 · Postage	85.60
6203 · Print Reps	1,150.74
<b>Total 6200 · PUBLICATIONS EXP</b>	<u>1,236.34</u>

12:40 PM  
11/11/13  
Accrual Basis

**American-Canadian Genealogical Society**  
**Income/Expense**  
October 2013

	<u>Oct 13</u>
<b>6600 · CONFERENCE EXP</b>	
6604 · Speakers	115.00
<b>Total 6600 · CONFERENCE EXP</b>	<u>115.00</u>
<b>6700 · SOCIETY EXP</b>	
6703 · Telephone	266.87
6705 · Subscriptions	200.00
6709 · Computer Expenses	74.00
6710 · Credit Card Charges	139.83
6712 · Internet Services	73.87
6717 · Misc Society Expenses	937.20
<b>Total 6700 · SOCIETY EXP</b>	<u>1,691.77</u>
<b>6800 · BUILDING EXP</b>	
6801 · Heat	792.00
6802 · Electricity	361.70
6805 · Building Maint.	5,529.33
6806 · Grounds Maint.	220.00
<b>Total 6800 · BUILDING EXP</b>	<u>6,903.03</u>
<b>Total Expense</b>	<u>9,946.14</u>
<b>Net Income</b>	<u><u>-3,258.19</u></u>



12:39 PM

11/11/13

Accrual Basis

**American-Canadian Genealogical Society**  
**Transaction Detail By Account**  
**October 2013**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>6800 · BUILDING EXP</b>				
<b>6805 · Building Maint.</b>				
10/7/2013	7794	JOHNSON CONTROLS, INC.	Season Startup; state required fix...	1,771.30
10/7/2013	7795	EXCELLENT CHOICE CLE...	Invoice 5411 Sept 2013	340.00
10/7/2013	7796	All-ways Accessible Inc	failed inspection - brake; overspe...	2,029.98
10/7/2013	7800	STATE OF NEW HAMPSHI...	State inspection Inv. 000292642 ...	100.00
10/7/2013	7802	FIA CARD SERVICES	gasoline - Herb	56.55
10/25/2013	7809	SIMPLEXGRINNELL	replace extinguishers #69415260	450.00
10/25/2013	7809	SIMPLEXGRINNELL	inspect extinguishers #69413869	161.00
10/25/2013	7810	All-ways Accessible Inc	2-year maint. contract	620.50
Total 6805 · Building Maint.				<u>5,529.33</u>
Total 6800 · BUILDING EXP				<u>5,529.33</u>
<b>TOTAL</b>				<u><u>5,529.33</u></u>

11/11/13

**American-Canadian Genealogical Society**  
**Income/Expense Year-to-Date Comparison**  
 January through October 2013

	Jan - Oct 13	Jan - Oct 12	\$ Change
<b>Income</b>			
<b>4100 · MEMBERSHIP</b>			
4101 · Dues	37,410.00	38,275.00	-865.00
4102 · Lifetime Dues	555.00	0.00	555.00
<b>Total 4100 · MEMBERSHIP</b>	37,965.00	38,275.00	-310.00
<b>4200 · PUBLICATIONS</b>			
4201 · Used Book Sales	303.00	236.25	66.75
4203 · Repertoires	15,256.50	8,940.29	6,316.21
4206 · CD Roms	32.50	64.50	-32.00
4207 · Fr, Croteau Publications	455.50	205.00	250.50
4208 · Orphan Pub. & Index	131.90	128.90	3.00
4209 · Other	219.98	60.00	159.98
<b>Total 4200 · PUBLICATIONS</b>	16,399.38	9,634.94	6,764.44
<b>4300 · GENEALOGIST</b>			
4301 · Back Issues	161.60	173.50	-11.90
<b>Total 4300 · GENEALOGIST</b>	161.60	173.50	-11.90
<b>4400 · LIBRARY</b>			
4401 · All Copies except Drouin copies	1,133.97	1,065.14	68.83
4402 · Maps-Charts-Beginners' Course	390.27	498.65	-108.38
4403 · Guest Fees	585.00	845.30	-260.30
4405 · Beverages	84.20	208.00	-123.80
4410 · Drouin Copies & CDs	12.00	12.45	-0.45
<b>Total 4400 · LIBRARY</b>	2,205.44	2,629.54	-424.10
<b>4500 · RESEARCH</b>			
4501 · Reasearch Income	3,131.00	2,179.50	951.50
<b>Total 4500 · RESEARCH</b>	3,131.00	2,179.50	951.50
<b>4600 · CONFERENCE</b>			
4601 · Attend Fees	8,683.03	1,569.25	7,113.78
4602 · Raffle	144.00	191.50	-47.50
<b>Total 4600 · CONFERENCE</b>	8,827.03	1,760.75	7,066.28
<b>4700 · SOCIETY</b>			
4701 · Drouin Fund Donations	260.00	460.00	-200.00
4702 · Bldg Fund	4,799.80	5,266.10	-466.30
4703 · Book Fund	622.35	965.00	-342.65
4705 · Cash Over & Short	21.63	57.72	-36.09
4706 · Ckg Act Int	6.69	13.82	-7.13
4707 · Bld Fnd Int	0.73	7.50	-6.77
4708 · Sav Act Int	137.41	37.39	100.02
4711 · Bldg Fund Drive 2012	18,346.30	12,275.00	6,071.30
<b>Total 4700 · SOCIETY</b>	24,194.91	19,082.53	5,112.38

11/11/13

**American-Canadian Genealogical Society**  
**Income/Expense Year-to-Date Comparison**  
 January through October 2013

	<u>Jan - Oct 13</u>	<u>Jan - Oct 12</u>	<u>\$ Change</u>
<b>4800 · BUILDING</b>			
<b>4801 · Rent</b>	8,750.00	8,750.00	0.00
<b>Total 4800 · BUILDING</b>	<u>8,750.00</u>	<u>8,750.00</u>	<u>0.00</u>
<b>Total Income</b>	<u>101,634.36</u>	<u>82,485.76</u>	<u>19,148.60</u>
<b>Gross Profit</b>	101,634.36	82,485.76	19,148.60
<b>Expense</b>			
<b>6100 · MEMBERSHIP EXP</b>			
<b>6101 · Postage</b>	289.61	683.27	-393.66
<b>6102 · Supplies</b>	360.42	176.76	183.66
<b>Total 6100 · MEMBERSHIP EXP</b>	<u>650.03</u>	<u>860.03</u>	<u>-210.00</u>
<b>6200 · PUBLICATIONS EXP</b>			
<b>6201 · Postage</b>	1,072.45	497.77	574.68
<b>6202 · Supplies</b>	93.22	137.41	-44.19
<b>6203 · Print Reps</b>	4,748.22	2,878.19	1,870.03
<b>6208 · Orphan Publications</b>	59.00	0.00	59.00
<b>Total 6200 · PUBLICATIONS EXP</b>	<u>5,972.89</u>	<u>3,513.37</u>	<u>2,459.52</u>
<b>6300 · GENEALOGIST EXP</b>			
<b>6301 · Postage</b>	1,000.00	2,177.19	-1,177.19
<b>6302 · Supplies</b>	2,058.16	0.00	2,058.16
<b>6303 · Printing</b>	11,088.20	11,887.42	-799.22
<b>Total 6300 · GENEALOGIST EXP</b>	<u>14,146.36</u>	<u>14,064.61</u>	<u>81.75</u>
<b>6400 · LIBRARY EXP</b>			
<b>6402 · Supplies</b>	1,935.42	624.18	1,311.24
<b>6403 · Printing Maps &amp; Info Sheets</b>	6.98	380.02	-373.04
<b>6404 · Equip. Maint</b>	148.88	595.50	-446.62
<b>6405 · Beverages</b>	27.98	0.00	27.98
<b>6406 · Candy/Snack</b>	38.00	0.00	38.00
<b>Total 6400 · LIBRARY EXP</b>	<u>2,157.26</u>	<u>1,599.70</u>	<u>557.56</u>
<b>6500 · RESEARCH EXP</b>			
<b>6501 · Postage</b>	103.60	42.00	61.60
<b>6503 · Refunds</b>	0.00	0.00	0.00
<b>Total 6500 · RESEARCH EXP</b>	<u>103.60</u>	<u>42.00</u>	<u>61.60</u>
<b>6600 · CONFERENCE EXP</b>			
<b>6604 · Speakers</b>	1,990.00	923.85	1,066.15
<b>6605 · Caterer &amp; Refreshments</b>	6,032.21	37.95	5,994.26
<b>6608 · New England Regional Gen Conf</b>	13.28	430.00	-416.72
<b>Total 6600 · CONFERENCE EXP</b>	<u>8,035.49</u>	<u>1,391.80</u>	<u>6,643.69</u>

11/11/13

**American-Canadian Genealogical Society**  
**Income/Expense Year-to-Date Comparison**  
 January through October 2013

	<u>Jan - Oct 13</u>	<u>Jan - Oct 12</u>	<u>\$ Change</u>
<b>6700 · SOCIETY EXP</b>			
6701 · Postage	0.00	403.25	-403.25
6702 · Supplies	59.24	1,324.52	-1,265.28
6703 · Telephone	1,442.01	1,264.43	177.58
6704 · Insurance Content/Bond	2,209.00	2,208.00	1.00
6705 · Subscriptions	200.00	0.00	200.00
6706 · Bad Checks	20.00	45.00	-25.00
6707 · Bank Charges	147.99	555.29	-407.30
6708 · Fund Raising Exp	53.50	220.82	-167.32
6709 · Computer Expenses	1,430.75	-70.04	1,500.79
6710 · Credit Card Charges	764.98	192.49	572.49
6712 · Internet Services	519.11	409.15	109.96
6717 · Misc Society Expenses	1,379.65	728.50	651.15
<b>Total 6700 · SOCIETY EXP</b>	<u>8,226.23</u>	<u>7,281.41</u>	<u>944.82</u>
<b>6800 · BUILDING EXP</b>			
6801 · Heat	7,904.65	6,989.69	914.96
6802 · Electricity	3,364.86	3,231.67	133.19
6803 · Water-Sewer	603.16	552.59	50.57
6804 · Insurance - Bldg. & Liab.	3,777.00	3,676.00	101.00
6805 · Building Maint.	10,677.46	9,597.51	1,079.95
6806 · Grounds Maint.	8,400.00	2,785.00	5,615.00
6807 · Fire Alarm Fee	480.00	480.00	0.00
<b>Total 6800 · BUILDING EXP</b>	<u>35,207.13</u>	<u>27,312.46</u>	<u>7,894.67</u>
<b>Total Expense</b>	<u>74,498.99</u>	<u>56,065.38</u>	<u>18,433.61</u>
<b>Net Income</b>	<u><u>27,135.37</u></u>	<u><u>26,420.38</u></u>	<u><u>714.99</u></u>

**Correspondence Report  
October 2013**

**Donation Letters: (15)**  
**\*USPS- 3**  
**Email- 12**

**NMB/NHBB \$250.00**  
**Acquisitions \$ 95.00**  
**Building Fund \$210.00**

**Large stones for Roger Lawrence & Lucille Caron Lagasse were done, and thanks to Cecile Durocher for picking them up. Zax erred however, and created two for Roger and none for Lucille. These will be picked up and Lucille's done at no cost to us.**

**I am still looking for leaf wording from Christine Hall (ACC) for David Guimond stone, as well as from Muriel (& Andy) Normand.**

**I have some of the larger donor stones to order as well from the campaign – as we decided to hold those off until ACC was paid. These would include Family Naud and others.**

**I now have a spread sheet from Bernadette that tracked donations from June through September 2013, and I can “catch up” on those.**

**MAILING & SHIPPING**  
**(& Miscellaneous)**  
**October 2013**

During the month of October, I did not do any mailing nor have to reimburse Richard Cote for any expenses.

Jim Gaudet  
#5381

**ACGS DUES MAILING REPORT**  
**FOR OCTOBER, 2013**

On November 1<sup>st</sup>, - **138** Dues Notices will be mailed out. The breakdown follows:

**FIRST RENEWAL NOTICE:**

Individuals	94	
Family	5	
Institutions	4	
Canada	1	
Total		<b>104</b>

**SECOND RENEWAL NOTICE:**

Individuals	20	
Family	1	
Canada	1	
Total		<b>22</b>

**FINAL RENEWAL NOTICE:**

Individual	11	
Family	0	
Canada	1	
Total		<b>12</b>

**GRAND TOTAL: 138**

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I have enough Forever Postcards for the next mailing, however, I will need to purchase some in late December for the January 2014 mailing. I will also need to purchase printer ink at that time. This will be included in the 2014 expenses. I estimate \$250.00 for both.

If we decide to change the dues structure to accommodate patrons receiving the quarterly journal via e-mail, we will need to redesign our renewal notices to reflect these changes.

Respectfully Submitted,

Ronald P. Blais