

ACGS BOARD OF DIRECTOR'S MEETING

March 20, 2016

MEETING CALLED TO ORDER: at 10:00 a.m. by Vice-President Bernadette Meunier

IN ATTENDANCE: *Paula Schulz; Bernadette Meunier; Pauline Cusson; Jeanne Boisvert; Denis Joyal; Cécile Durocher;; Larry Autotte;; Janine Penfield, Jackie Watson,*

Excused Absence: *Jim Gaudet; Arlene Labrie; Mel Montpelier*

Unexcused Absence: *Gerry Lalonde*

Review/Approval of January minutes:

Motion by Jackie to accept the minutes, and seconded by Larry: Motion carried

• **PRESIDENT'S REPORT :**

Bernadette read the President's report submitted by Jim. There was a discussion on the computer situation reported to Jim from Joe Theriaut's report that our NAS drive is corrupted beyond repair. Chris Gonyea who has stepped up to volunteer, has a list of recommendations. It was suggested that the Computer Committee report to the Board with the needs and the cost for making the necessary improvements.

Jim requested that the library board set up a calendar for the use of the 3rd floor; the name of the group using the space and when they are meeting.

Jim also reported that we will be asking NERGC to assign a speaker for the 2017 conference to relieve Pauline of any obligation and lighten her load.

Jim will appoint a Nominating Committee Chair for the fall Conference elections.

Jim also reported that he sent a letter to Michael York of the NH State Library stating our intent NOT to renew the lease due to expire in June of 2017.

• **TREASURER'S REPORT:**

Pauline issued a revised treasurer's report due to some deposits that had not been reported.

Motion to file report for audit, was made by Larry seconded by Jackie. Motion carried

• **CORRESPONDENCE:**

Paula reported she processed \$150 for the building fund plus one Thank-You e-mail.

• **MEMBERSHIP:** Electronically sent

• **PUBLICATIONS:**

Pauline reported that David, of New York, would like us to convert our church copies that was taken by camera to the old way, so his people could work on it. We are not organized at this end to coordinate sending images to people. It was suggested we get a hold of the person from the Vermont society to find out how they are processing their digital images

and convert it. Pauline would like to talk to Jeanne Lundell about being a coordinator for processing our digital images once she is done with the old stuff.

- **BUILDING/GROUNDS/SAFETY:**

There was a discussion on the renewal of the maintenance contract for the chair lift. The 2 year contract includes: preventive maintenance, state inspection and one set of batteries.

MOTION MADE BY CECILE TO RENEW THE 2 YEAR MAINTENANCE PROGRAM ON THE CHAIR LIFT THAT EXPIRES IN JUNE OF 2017, AT A COST OF \$654.50, SECONDED BY JANINE AND UNANIMOUSLY APPROVED

- **COMPUTERS:**

Kevin is working on our website regarding PayPal and will notify the board when it is ready. Pauline said the bill had an additional \$300 on it and she did not know why. She will check with Gerry about it.

- **RESEARCH SERVICES:**

Research has a new Book keeping application and Cecile is doing data entry for Muriel. Muriel is looking into the possibilities of adjusting the charges for research.

- **LIBRARY :**

Elaine Hamel was approached about a donation for our fall conference. We were told about a problem with one of the printers having feeding problems. Gerry said he can buy new ones for about \$50.00. Since the amount is under \$100.00 we will ask Gerry to purchase 2 new printers, and also see what he thinks we can do with the old ones. Gerry also has installed a new WI-FI printer in the back.

- **COMMUNITY- EDUCATION- OUTREACH:**

Paula reported that Kevin Sweeney & Aurora Eaton will be speakers at the Fall Conference. Everything for the Fall Conference will be ready for the June "Genealogist" publication. ~~Due to illness, Paula resigned~~ as committee chair. *stepped down as,*

- **OLD BUSINESS:**

Larry reported that the person in Trois-Rivières who indicated they would like to exchange with us regarding duplicates. We do not have any duplicates but to ask what they have to offer. We would be willing to exchange any of our Croteau's publications.

- **ADJOURNMENT**

Motion to adjourn made by Larry and seconded by Paula
Meeting adjourned at 12:05 p.m.

Respectfully submitted,

Jeanne Boisvert

Recording Secretary

President's Report

March 2016

Thanks to Bernadette Meunier for chairing the meeting in my absence. Even though I'm in Florida, it's really not a leisure trip so do be too jealous. I will report out on a couple of issues that I don't imagine will be covered in Committee Reports. If they are, then my apologies for stealing their thunder.

OLLI Classes: (from Muriel's email):

Gerry's is Thursday April 14 from 1 to 3, title is Genealogy 101. the Olli blurb is: Want to trace your family tree but don't know where to start? Aimed for beginning, this lecture will provide basic practical information for the budding genealogist on how to set goals, find your ancestor's information and document your findings. We will discuss genealogical software such as FTM, various common resources used for genealogical resources and the pitfalls amateur genealogists face when starting their research. Come get exposed to the fun of research and learning more about your family and it's history.

Mine, actually ours (OLLI ignore co presenters in its literature) is Genealogy 202 Take it to another level on Thursday May 5, 1-3. the blurb: Research tools such as census and military records, immigration and naturalization information all add depth and enrich your knowledge of ancestors. The focus of this presentation will be where to find and how to use these tools as well as research strategies to avoid the proverbial brick wall.

WE haven't yet set up repeat dates should have them for the April newsletter...

Computer(s): Both new computers have been updated to Windows 10, and my attempts to convert the Library Board computer were not successful first time. The update sometimes hangs up, and I'll have to do it on a day when I am there for a while and no one is using the computer. Gerry has installed the second printer out back for those wireless computers.

Joe Theriault reported that our NAS drive is corrupted beyond repair. I have a follow-up email to him to see if can be re-formatted or re-fitted with new drives, which leads into next related note.

Chris Gonyea – who has stepped ^{up} ~~out~~ to volunteer, has recommended that we:

Network Attached Storage (NAS) server, which would have 2 hard drives inside for two copies of the data (if one fails, we still have the other drive). It is less overhead/simpler than a full server, can share files with every computer on the network, and can store backups of every computer. Estimated costs:

- Up to \$250 for the NAS server (<http://www.amazon.com/Synology-DS216j-NAS-Cap-DiskStation/dp/B01BNPT1EG/> is an example of one I'm looking at) –
- ~\$240 for two 4TB hard drives (<http://www.amazon.com/Seagate-Desktop-3-5-Inch-Internal-ST2000DM001/dp/B005T3GRN2/>)

Also investigate purchasing an online backup subscription so that we have an automated offsite backup of the ACGS data. This ensures if something happened to the ACGS building or the NAS unit, we are covered. An online backup plan typically costs around \$50 a year.

Once I have a good backup/server situation in place, I would like to do the following:

- Audit the actual network (router, modem, switches, etc) to simplify, clean up, and secure as necessary.
- Investigate whether an Internet connection upgrade is needed and how this can be done cost effectively.
- Reinstall many of the lab computers to ensure consistent configurations, security, and capabilities. Every computer should have every resource available (Internet, databases, etc).

I have run these recommendations by Gerry Savard and he indicated that they sound fine.

I have asked Jackie to set Chris up with a code and a key.

deposit { **Library Use:** I'd like to start a discussion and perhaps adopt a framework about groups using the library. I think we should have an electronic calendar that lists all uses of the library (including rooms upstairs) for TMG, the Irish group, softball, etc. so that we can coordinate availability and also know what needs to be done or what was damaged or not picked up afterward.

We do not have any set fees to facility use, but have always accepted donations. I do not object to the occasional use by various groups or people without the need for a donation, but I think there should be an expectation that it is left in clean condition, lights turned off, etc. Regular or long term use should require a donation of some sort – especially if it is for classes or seminars that are charging a tuition or donation themselves.

That discussion can begin this month or schedule it out to next month when I return.

NERGC: We will be asking NERGC to assign our speaker for the 2017 conference. There was too much uncertainty with duties and responsibilities for Pauline at NERGC for her to get her presentation ready. I thank her for even considering it given the load on her plate for ACGS and NERGC.

State Library: I have sent Michael York a letter stating our intent NOT to renew the lease.

Nominating Committee: I will again be appointing a Nominating Committee Chair, and will allow them to get to work early. Each of the Officers and Directors should give their heartfelt consideration and candid answers to the Nominating Chair. Even though we now no longer have term limits, I am a strong proponent of fostering a Board that is well-versed in the various tasks and positions, and I certainly am not insulted or hurt by someone wanting to run for other offices – even President. I do not look at it as a statement about how anyone may or may not be doing their job for the Society, and frankly, I think it is good for anyone to step away sometimes for a year or longer to refresh themselves and take a break and bring in and train new blood.