

ACGS BOARD OF DIRECTORS MEETING

October 15, 2017

MEETING CALLED TO ORDER: at 10:04 AM by President Muriel Normand

IN ATTENDANCE: *Larry Autotte, Ronald Blais, Jeanne Boisvert, Cecile Durocher, Constance Hebert, Denis Joyal, Steve LeFoley, Jeanne Lundell, Elaine Maurice, Muriel Normand, Janine Penfield, Julie Smith, Jackie Watson*

Members: Herb Boyce, Norma Boyce

Absent:

Review/Approval of September minutes:

Motion made by Juliet Smith and seconded by Jackie Watson to accept September minutes as presented. Motion passed.

REPORT OF OFFICERS:

PRESIDENT:

Muriel spoke of a new way of implementing some of the policy changes we make regarding different committees in the society. If changes are going to be made to a committee, there will be a conversation with all those directly involved. Then the changes will be presented to the whole committee.

VICE-PRESIDENT:

Julie continues to orient herself to her new position. She is getting informed on what the society is now and how it has changed since she was last involved several years ago. She would like to attend future library board meetings.

TREASURER:

The Treasurer's report was sent electronically to all members. Ron reports that, at this time, we are staying current with all of our bills. We will be taking another inventory this spring so that our records of holdings are up to date. We received the back rent owed us from Girls at Work making them all caught up in their rent payments. We still need to figure ways to bring in more revenue in the future. The income from repertoire sales bailed us out this year.

Motion made by Cecile Durocher and seconded by Constance Hebert to accept the Treasurer's report. Motion passed.

CORRESPONDENCE:

The Correspondence report was sent electronically. The Goyette Family donated a Jette set which we sold to Roger Lanctot for \$200. We also received a donation from the Irish heritage group of \$200 for the use of the upstairs classroom.

COMMITTEE REPORTS:

MEMBERSHIP:

The membership report was sent electronically to all members. At this point, the number of members leaving and new members coming in are about even. However, we are several thousand dollars behind last year in membership fees received. There have been more family memberships and fewer individual memberships therefore we receive less money for the same number of people. Julie wondered if we could raise membership fees by \$5, but Ron felt that we should wait until the new website is up and running. With the new website we can offer more benefits to our long distance members. Larry Autotte suggested the possibility of making the journal available only electronically and not even offer a paper version. Julie will speak to Pauline regarding the number of journals that are printed as we have many extra copies each month. Norma questioned whether clients with expired memberships should be asked to pay the fee to use the library. It was decided that if it was during the month of expiration the client should be allowed to use the library without paying a fee. If it is past that time the client needs to either pay the \$5 fee or renew their membership.

PUBLICATIONS:

BUILDING/GROUNDS:

Herb reported that the roof has been checked and is fine for this year. GAW had three windows replaced in their new room. Our share of the cost was \$113. New windows in the old state room were frosted; other windows were also frosted. The window in the third floor office was replaced. The heating system has been gone over and two minor issues were found. Herb has spare parts and repair should not be an issue. The building is in good shape; there are no foreseeable major expenses. There is one plumbing issue: Elaine (GAW) has an estimate of \$1900 for a new sink and they want the society to pay for this.

COMPUTERS:

RESEARCH SERVICES:

LIBRARY:

A Library Committee report was sent to all members electronically.

We discussed changing the hours that the library is open. There are many evenings when the library is open that we have no patrons and the librarian closes early.

Motion made by Jackie Watson and seconded by Ron Blais to change the library hours to: Wed-Fri-Sat 9AM to 4PM, every Sunday 1PM to 4PM. These new hours are to be year round. Motion passed.

ACTION ITEMS/OLD BUSINESS:

Norma spoke regarding recruiting new volunteers for the society. Ron did a study and found that we have about 400 members within a sixty-mile radius of the library so efforts are being made to bring in some new volunteers. It was decided that Norma as both volunteer coordinator and auditor for the society will send in her volunteer reports and not attend board meetings. She feels that it would be a conflict of interest regarding her auditor position to be present at board meetings.

Our fundraising committee will be going a workshop on grant writing. Our subscription to American Ancestors has been renewed for \$200 per year. The online availability of Diocese of Boston parish records makes this a worthwhile investment.

NEW BUSINESS:

Jeanne Boisvert brought up the idea of having a volunteer appreciation luncheon after one of our board meetings. We would provide the food for the occasion. She would like to reach out to the volunteers on a regular basis to make them feel that they are a vital part of the society. There was discussion as to what would be a good time of year for this. The decision was postponed to a later meeting.

We are now members of the NH Nonprofits group again and will be able to access their website with a password.

A reciprocal relationship with the Franco Center was discussed.

Motion made by Jeanne Boisvert and seconded by Julie Smith to establish a liason with the Franco American Center which would include a mechanism for cross-marketing including discounted pricing for attendance at each other's functions. Motion passes.

Motion made by Connie Hebert and seconded by Cecile Durocher to cease any agreements with ACA as that group is no longer in existence. Motion passed.

Ron will meet with a real estate firm regarding rental of the third floor space. The Strategic Planning Committee will be resurrected. The following items are deemed as needing preferential attention by the committee:

- 1- Obtaining grant money for the building of the new website.

- 2- Looking at the lighting in the library and getting a full analysis of what can be done to update the lighting.
- 3- Looking into whether or not it would be beneficial to install solar panels on the roof.
- 4- Exploring the possibility of obtaining funding to install an elevator in the building. It may be possible to obtain a grant for 50% of the cost.
- 5- Determining whether to keep the building or sell the building and rent space. The upkeep on the building runs about \$50,000 per year.

ADJOURNMENT:

Motion made by Constance Hebert and seconded by Cecile Durocher to adjourn meeting. Motion passed. Meeting adjourned at 12:30 PM.

Our next meeting will be November 19, 2017.

Refreshment for next meeting: Elaine Maurice

Respectfully submitted,

Jeanne Lundell

Recording Secretary