

ACGS BOARD OF DIRECTORS MEETING

November 19, 2017

MEETING CALLED TO ORDER: at 10:10 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

Absent:

Review/Approval of October minutes:

Motion made by Juliet Smith and seconded by Constance Hebert to accept October minutes as presented. Motion passed.

REPORT OF OFFICERS:

PRESIDENT:

VICE-PRESIDENT:

TREASURER:

The Treasurer's report was sent electronically to all members.

Ron reported to the Board that he foresees a cash flow bind for next year. This year we had two windfalls which helped. This will probably not be repeated next year. We need to increase both membership and book sales to bring in more revenue.

The problem with TD Bank has been resolved. Ron and Muriel set up a new account with new passwords. We were returned the money that was taken and destroyed the checks for the old account. New checks have been ordered.

Another area that causes concern is the publication of the Genealogist which costs \$12,000/year to publish. Steve does question every renewal to see if they would be willing to receive the journal electronically. At the next meeting, we will discuss various options aimed at reducing the cost of the publication.

Motion made by Cecile Jeanne Boisvert and seconded by Juliet Smigh to accept the Treasurer's report. Motion passed.

CORRESPONDENCE:

The Correspondence report was sent electronically to all Board members.

COMMITTEE REPORTS:

MEMBERSHIP:

The membership report was sent electronically to all members.

Steve prepared a report on the usage numbers for the library. He said that the volunteer numbers are under recorded as the numbers for Sunday and Monday are often not entered into the computer. It seemed that there was a large number of expired members coming in and using the library. This was probably due to three factors: the database needed to be updated, some of the numbers on the log in sheet were illegible, and there were some transcription errors. The database has been updated; this should help the situation.

PUBLICATIONS:

BUILDING/GROUNDS:

Herb reported that the heating situation has been fixed. We did not need any repairs on the furnace; all of the thermostats were re-calibrated as 50% of them were out of calibration.

We purchase a new refrigerator which was delivered. The same people were going to remove the Coke machine when they took out the old refrigerator, but it was too heavy. We will have to find someone who can take it down the stairs. The new refrigerator will be cleaned every Monday.

GAW want to put in a new sink; Herb has given them the estimate which is \$1900. The new room that they are renting has two doors so they would like to put in a wall and add a two-way mirror that would enable parents to observe the girls working. This would be at their expense.

COMPUTERS:

RESEARCH SERVICES:

Muriel sent the research report electronically to all Board members.

LIBRARY:

A Library Committee report was sent to all members electronically.

We have had some difficulty with the new printer/scanner. Muriel will ask Gerry to take a look at it when he is in the library. We have 10 books that need to be hardbound, but

we will hold off sending these to the bindery as they are having an issue with obtaining the cardboard needed for the binding.

Jeanne B. would like to get started with helping the Boy Scouts with their Genealogy Merit Badges. Julie will call to see if we can get the parish church to interest their scouts in this merit badge. That way we could get one troop in to start the process and see how it goes.

We are having a bit of difficulty accessing the LDS website which will give us access to all of their files. We will resolve this issue as quickly as possible. It was agreed that, if nonmembers want to use the library in order to access the LDS website, we will charge them a \$5 library fee as we would for any nonmembers using the library.

STRATEGIC PLANNING:

The committee has determined that the board needs to answer some strategic questions before we can go forward. We need to determine who/what we are as a society, what we want to be in the next five to ten years, and what can we do to make ourselves unique in order to survive in the genealogical community of today. The committee will need to do a complete and fair analysis of our present situation and our future needs. We will need to convene a special board meeting to discuss these issues. The Strategic Planning Committee will continue to meet on the first Sunday of every month until it is no longer needed.

FUNDRAISING:

The Fundraising Committee will meet again on Dec. 3rd. They are planning a letter campaign in mid-January. The information will be published in the newsletter before the mailing goes out in January. Cecile will be the cashier for any funds raised. She will work with Ron and Elaine to record donations and send out thank you letters.

MARKETING:

There are several French Canadian societies in the Midwest and Northwest, therefore, this should be the next area we target in a marketing campaign for our repertoires. We need to decide how to go forward after an initial order of 26 books is sold. We have a few options: we can offer the books as CD's only, or we can get softcover books printed at Staples. If we do the latter, it would be the decision of the receiving library whether or not to get the books hardbound.

ACTION ITEMS/OLD BUSINESS:

We will have to decide whether or not to get an online PRDH subscription. This will be decided by a subgroup.

NEW BUSINESS:

We have six new desk volunteers who are trained and working at the desk. Muriel would like to see all the desk volunteers trained in a basic understanding of research practices so they can more easily help patrons. They would also be supplied with a list of people they can contact for further research help.

ADJOURNMENT:

Motion made by Jeanne Boisvert and seconded by Steve LeFoley to adjourn meeting.
Motion passed. Meeting adjourned at 11:50 PM.

Our next meeting will be December 17, 2017.

Refreshment for next meeting: Cecile Durocher

Respectfully submitted,

Jeanne Lundell

Recording Secretary