

EATON COUNTY GENEALOGICAL SOCIETY
BOARD MEETING MINUTES
January 11, 2017

PRESENT: Chuck Chamberlain, Judy Chamberlain, Marcy Cousino, Dianna Emerson, John Evans, Becky Kendall, Kent MacDonald

ABSENT: Sher Brown, Shirley Hodges, Liz Jones, Sharleen Thuma, Marijo Wakley

The meeting was called to order at 6.41 p.m. by the President, Chuck Chamberlain.

Chuck welcomed the new board members, Judy Chamberlain, Becky Kendall and Marijo Wakely

REPORTS:

- Marcy Cousino, Newspaper Digitizing
 - Not much has been done since November due to the holidays.
 - The contact at the Michigan Archives newspaper office with whom the committee has been working is retiring. A new person has been hired. Marcy asked if they could get a special rate on buying the needed additional films, but was told that they would have to pay the \$50 per roll.
 - A donation of \$200 has been received
- Sher Brown, Treasurer: She was unable to attend but provided a report as of November 30, 2016. The bank statement for December had not been received.

Checking/Savings-Eaton Federal	\$3,661.93
Snack Fund	2,219.25
CD	4,499.33
Donations	3,275.38
Petty Cash	<u>60.44</u>
Total Checking/Savings	\$13,716.33

Total Liabilities	\$89.78
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No vote was taken to approve this report.

- Judy Chamberlain, Minutes
 - The minutes from the November 2, 2016, board meeting were emailed to the board members. No additions or corrections. Motion by Dianna Emmerson, second by John Evans that the minutes be accepted. Motion passed. NOTE: The December meeting was cancelled.
- Dianna Emerson, Membership
 - A question was raised regarding complimentary memberships for speakers. These have been provided but should the person renew their membership or continue to receive a complimentary one. It was decided that if a person only spoke one time during the year, then there would only be a membership for that year. If a person spoke more than once, then the membership would be extended based on the number of times they spoke (ex: speak twice, two year membership).
 - A new membership form, cover letter and welcome letter have been prepared.
 - A review has been done of the list of past members to determine who might be interested in renewing their membership. It was discovered that 46 of these were deceased so their names were moved to a separate list. In addition, approximately 322 inactive people have been moved to another list.
 - The membership renewal letter, renewal form, and the Welcome information will be emailed to people. Those who do not have email will receive the information via postal mail.
 - For 2017, there are 17 paid members plus 3 spouses, 2 complimentary and 2 lifetime for a total of 24 members.
 - A suggestion was made that a notice be put in the local/county papers regarding membership in the organization.

A BIG THANK YOU to Dianna for working so hard on this.

- John Evans, Technology
 - The new router has been installed. However, there was a glitch a week or so ago and someone unplugged the router and then plugged it back in. This caused the router to not work at all. John asks that people NOT try to resolve problems with the electronic equipment but to let him know there is a problem. He will make the corrections as soon as he can as he works during the day.
 - The router has been relocated in order for the signal to be stronger. It was suggested that we purchase an extender to make sure that the signal reaches to the area where the general meetings are held. A motion was made by Kent and seconded by Marcy to allocate up to \$100 for the extender. Motion passed. John will purchase this.

- A new "cloud" program has not been purchased yet. He has checked out Crash Plan which is available for \$149.99 for use by two-ten computers. He will order this.

OLD BUSINESS:

- John provided the password for the WIFI to the board members.
- Pay Pal Account – Chuck received the credit card. However, there seems to be no way for the organization's name to be used. He does not want to be personally responsible for use of the card. He needs to discuss this with the treasurer.

NEW BUSINESS:

- By-Laws: Kent was assigned the task of making sure the by-laws are up-to-date and in a place where they are accessible, including on the website. There is a notebook with by-laws and amendments, but this is only up to 2013.
- Bus Trip: Scheduled for November 4, 2017. The registration forms are done. Need to know who will be working on this. Per phone call to Shirley, she will still do this but needs volunteers to help. John, Kent and Judy volunteered to help.
- Speakers for March, April, May: Kent has been in contact with four different people, including Lori Fox but has not heard back from any of them. The Michigan Genealogy Council has a speaker's list on their website that he would like to have. However, there is a login for the website and he doesn't have this. Jim Collins and Jo Glasgow should have the information as they are the representatives to the council. Shirley may also have it.
- At the November meeting, it was noted that there needs to be another organization/cleanup day in the office. Marcy will check with Shar Thuma to see what needs to be done so this can be scheduled.
- Volunteer Training: Kent noted that training on the use of the electronic equipment should be included with this. In addition, there needs to be a protocol on the use of the equipment. John is working on a technical manual as well as an end-user manual. Marcy will get with Sherry to come up with an agenda for this. We also need to recruit additional volunteers. The following people currently work in the office:
 - Tuesday – Marcy Cousino, Sue Thompson
 - Wednesday – Liz Jones (she is gone during the winter months), Steve and Barb Smith
 - Thursday – Shar Thuma, Gary Copenhaver when he is able. Sherry Copenhaver also works in the office when she can. Gary is currently out of town and Sherry is recovering from a broken leg.
- It was noted that we need notebooks for the board minutes, the list of speakers and programs and the extra copies of the speaker handouts. There is a notebook for minutes, but is not up-to-date as well as a folder with names of past speakers/programs. This needs to be organized. Judy will follow up on the minutes. It was noted that the other two tasks could be done by the Historian, Marijo Wakley.
- Volunteer Appreciation Day: This will be held on Saturday, April 29, 2017, at 9:00 a.m. at the Big Boy Restaurant.

OTHER INFORMATION:

- Judy has made two telephone calls to Olivet College to find out about the copyright, but so far no one has called back.
- Jan Shepler left the Recording Secretary's notebook in the office before she left. This is missing. Need to find out who has it.
- The next Mid-Michigan Genealogical Society meeting will be held on February 22, 2017 at the Family History Center in East Lansing.
- The Writer's Group meets Saturday, January 14, 2017 at the office. The February meeting will be held on Saturday, February 4, 2017, at the office

The next board meeting will be on Wednesday, February 8, 2017, at 6:30 p.m.

Meeting adjourned at 8:15 p.m.

Respectfully submitted

Judy Chamberlain, Recording Secretary.