

EATON COUNTY GENEALOGICAL SOCIETY  
BOARD MEETING  
December 11, 2017

PRESENT: Chris Brown, Chuck Chamberlain, Judy Chamberlain, Sherry Copenhaver, Marcy Cousino, Dianna Emerson, John Evans, Liz Jones

ABSENT: Sher Brown, Shirley Hodges, Becky Kendall, Kent MacDonald

VISITORS: Doug Emerson

The meeting was called to order at 6:33 p.m. by the President, Chuck Chamberlain. He welcomed the newly elected officers who were in attendance: Chris Brown, President and Sherry Copenhaver, Recording Secretary.

REPORTS:

- Judy Chamberlain, Minutes
  - The minutes of the November 11, 2017, meeting were reviewed. Motion by Liz Jones that the minutes be accepted; seconded by Marcy Cousino; passed.
- Sher Brown, Treasurer
  - No report.
- Dianna Emerson, Membership
  - The final membership for 2017 was 150. Five memberships have been received for 2018. A letter will be sent to all current members reminding them to renew their memberships. The letter will also introduce Chris Brown as the new president as well as list the benefits of membership. A motion was made by Liz Jones to accept the report; seconded by Judy Chamberlain; motion passed.
- Marcy Cousino, Newspaper Digitizing
  - The Dimondale films have been received back from New York and copied to the office computer. Julie Kimmer recently sent a check for \$1,000 from the Newspaper Fund to the State of Michigan for the films that were needed from them. Marcy has spoken with Tom regarding the Potterville newspapers. She will need to speak with their librarian. A question was raised as to why Grand Ledge papers were not being done.
- John Evans, Technology
  - John emailed a report to all of the officers on November 25, 2017. A copy will be included with the printed minutes in the notebook. One new desktop computer has been purchased. The price was \$985.70 including tax. A new local backup system was also needed so he was able to purchase a 4TB hard drive for \$105.99 including tax.

OLD BUSINESS:

- Pay Pal Account – Chuck Chamberlain reported that he had contacted Pay Pal again today. He was told they still need a better copy of the driver's license for the treasurer. A question was raised if we really need to have Pay Pal if we have problems getting a name change done. This is a subject that the new Board will need to address.
- Eaton Federal account – New signature cards will be needed for the various accounts as well as the debit card. Chris Brown will handle this in January.
- Newsletter – Sherry Copenhaver stated that no one has stepped up to do the newsletter so the December issue will be the last one.

- The Clarence Hodges Fund was established for those wishing to contribute to the organization in memory of him.

#### NEW BUSINESS:

- It was noted that there needs to be a financial bond for the treasurer as well as those who are handling any funds in the office. Chris will look into getting this done.
- Chuck stated that Kent MacDonald has keys to the office that need to be retrieved from him. John Evans had sent out an email that the deadbolt lock on the office door was locked one day when he arrived to work on the computers. He eventually was able to find a key. Sherry Copenhaver stated that Julie Kimmer had told her that new keys could be made for that lock if needed. It was decided this would not be a problem if those who have regular access to the office know where the key is kept since this lock is not used on a regular basis. The Courthouse Square Association keeps a list of who has keys. Those persons who should have keys to the office (outside door and regular office door lock) are:
  - President
  - Vice President
  - Treasurer
  - Corresponding Secretary
  - Technology Chair
  - Librarian
  - Database Person
- One item that had been discussed in the past was moving the internet range extender so it was not in an area where it could be disconnected. It was determined that an outlet should be installed up higher and the extender could be located on top of the shelving unit instead of next to the door.
- There was a discussion regarding having a table versus a booth at the National Genealogical Conference in Grand Rapids in May. The table would only be for one day while the booth would be for the entire conference. It was noted that the funds included in the 2018 budget would cover the cost of a booth. Dianna Emerson volunteered to check on this. Chris Brown stated he will be attending the conference. Shirley Hodges will be also be attending as she is one of the speakers.

A motion was made by Dianna Emerson that the meeting be adjourned; seconded by Judy Chamberlain; motion passed. Meeting adjourned at 7:32 p.m.

Next Meeting: Saturday, January 13, 2018, at 1:00 p.m.

Respectfully submitted,

Judy Chamberlain, Recording Secretary