

Eaton County Genealogical Society Executive Board Meeting Minutes

2018 February - Saturday, February 24, 2018

The meeting was called to order by president Chris Brown at 1:06pm. A quorum was met.

Present: Chris Brown, Jim Kendall, Sher Brown, Sherry Copenhaver, Dianna Emerson, Becky Kendall, Shirley Hodges, John Evans, Marijo Wakley, Sharlene Thuma.

Absent: Marcy Cousino, Liz Jones.

Visitors: Doug Emerson.

Reports of officers

- **Recording Secretary**: The minutes of January 23, 2018 were reviewed. A motion was made by Sher Brown to approve the board meeting minutes and seconded by Shirley Hodges. Motion was passed. Sherry reported that the society had received a Thank-You letter from the Eaton County History Newspaper Project for the \$1,000.00 donation.
- **Treasurer**: Sher Brown distributed a copy of the Eaton Federal Savings Bank statement as of January 31, 2018 and a list of payments made for expenses through April, along with invoices coming up to be paid in March and April. Sherry Copenhaver found scanners for a very good price and purchased all scanners for the year. Rent, telephone, internet and post office box for the year have all been paid. The Clarence Fund is at \$1400.00 thru January. With the balance left in the checking account, our Treasurer is comfortable with the amount of float we have available.
 - A discussion was brought up about becoming a member of Courthouse Square Association. Dianna Emerson moved that we join CSA for \$100.00 and Sherry Copenhaver seconded. Motion passes.
 - A discussion was brought up about becoming a member of Bellevue Historical Society. Sherry Copenhaver moved that we join Bellevue Historical Society and Shirley Hodges seconded. Motion passed.

Jim Kendall moved to approve the Treasurer report and Dianna Emerson seconded. Motion passed.

- **Membership Secretary**: Dianna Emerson reported there are 106 members for 2018; 84 paid, 15 spouses, 1 Lifetime, 6 comped. Dianna reported she would be changing the password on March 1st and she would be sending an email out to members to notify them of this and to remind them of the March meeting and of the speakers. A motion was made by Sher Brown to approve the Membership report and seconded by Becky Kendall. Motion was passed.

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- **Trustees:** Shirley Hodges stated there was nothing to report.
- **Vice-President:** Jim Kendall is not able to get into the MGC website yet. He looked at the summary numbers from the report of the 2018 Survey responses where it shows there is a great deal of interest in DNA. He has two speaker names to check with we have had before and will see if they have other presentations about DNA. We talked about a Seeking Michigan speaker, and will want to wait until the end of the season to give them time to get their website up-to-date since they are currently working on it. Jim is attending a Family History conference and will be listening to the speakers there about using newspapers and may contact those speakers while there. Jim will drop off a written notice of our meetings at the Charlotte County Journal and these will be printed in Charlotte, Olivet, Bellevue, Vermontville, Pottersville, Sunfield, Mulliken, Eaton Rapids RR#6 & Dimondale papers. Sherry Copenhaver said she has set entered the March meeting on the Lansing State Journal "Event" online page. Sherry talked with LSJ and they explained they will print notice of our meetings "space permitting". They prefer an email rather than entering directly into their "Event" page. Sherry will email the meeting information at least two weeks prior to each meeting to LSJ. Sherry will also make a copy of this information and email it the Charlotte Chamber of Commerce for their Business Blast. Sher Brown stated she has not made payment to the Chamber of Commerce, but only because they have not submitted an invoice. Between Jim & Sherry, there should be notifications of our meetings each month. Sher Brown made a motion to approve the Vice-President report and Shirley Hodges seconded. Motion was passed.
- **President:** Chris Brown recently returned from a 3-week vacation and plans on getting into more things soon. For today's meeting, he set up the following temporary committees:
 - A 2018 Survey Results Committee: We would like to acknowledge that people took the time to take the survey and would like to share the results at the March meeting. Jim Kendall and Shirley Hodges agreed to join Chris to work with the responses we received from the 2018 surveys.
 - World War I Military Interest Group: Chris is going to contact some of the people who attended the original Military Special Interest Group to see if they have an interest in joining us. Sherry will get the contact information to Chris.
 - Newsletter: No one has shown an interest in taking over the newsletter yet. Chris will talk about this at the March meeting. This would not have to be an every-month newsletter.
 - Frontier Day Committee: Chris will bring this up at the March meeting.

Motion was made by Shirley Hodges to approve President report and seconded by Becky Kendall. Motion was passed.

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Reports of Committees

- **Computer and technology**: John Evans has both "twin" computers installed and almost all software installed. He has purchased and will install Adobe-Pro on the Librarian computer after the meeting today. The Microsoft annual service plan will be due in April. The cloud backup service plan we now use ends in March. John gave us a list of online backup services to choose from.
 - After discussion, Sher Brown made a motion to purchase IDrive by March 22, 2018 for the "5T one year" of online backup of cloud storage and Shirley Hodges seconded. Motion was passed.
 - Sher Brown made a motion to open a credit card from Eaton Federal Savings Bank to take out of the checking account, seconded by Shirley Hodges. Motion was passed. Motion was made by Jim Kendall to approve Computer Chair report and seconded by Sher Brown. Motion was passed.
- **Historian**: Marijo Wakely noted how she thought a newspaper article could be helpful when she attended the training session we had. Since we would like publicity about our meetings and our World War I project, we all agreed a newspaper article would a great idea to have done as soon as possible. Sherry Copenhaver volunteered to call the County Journal this next Monday and ask to have a reporter come on a Tuesday. On another note, Sherry had some pictures printed, such as from our 2018 January Writer's Group, and wrote a description of what the pictures were about, for Marijo to begin a new Historian book. Because Marijo does not know everyone yet, Sherry will help identify people in the photos. Shirley Hodges made a motion to accept Historian report and Sher Brown seconded. Motion passed.
- **Librarian**: Sharlene has returned, after a long illness, to volunteer with her librarian duties and reports that she is happy to be back. She learned how to use the software Trello from Sherry Copenhaver and does like to use it for organizing purposes. Sherry made a motion to approve Librarian report and Shirley Hodges seconded. Motion was passed.
- **Publicity**: Publicity is being covered by Jim Kendall and Sherry Copenhaver.
- **Web Maintenance**: Sherry Copenhaver reported that there is nothing new on website.
- **Newspaper Project**: Marcy was not present, but we know the microfilms from Archives were received and after labelled properly, were mailed to New York to be digitized.
- **Michigan Genealogical Council**: Dianna Emerson reported she is working on putting together an ECGS Packet to be used at the Grand Rapids May conference for the next MGC meeting on March 8th.

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Old Business

- **Clarence Hodges Speakers Fund**: Nothing new to report.
- **Frontier Days**: Chris will talk about this at March meeting.
- **Bus Trip**: The bus trip is November 10, 2018.
- **Training**: Two training sessions were held by Sherry Copenhaver and covered Trello (on the computer) and Room Volunteer training. Sherry is thinking about setting up a series of training sessions. One set will be during the week in the evening and the other set on a Saturday.
- **T-Shirts**: Shirley has the name of who she needs to contact and has not made the contact yet.
- **Temporary Publications Committee**
 - Publications Committee Recommendation: The temporary committee researched the purchases of our publications over the last two years, which has been very little, and sent a detailed recommendation of what to continue to print in the future and what not to print. This recommendation will change our Publication form, both printed and on the Website. This recommendation also includes what to no longer store, such as hundreds of old Quests. Marcy Cousino had previously made a motion to adopt the committee recommendation and Sherry Copenhaver seconded it. The motion was passed during this meeting.
 - Sherry Copenhaver showed the Blank-Form notebook of forms that are of blank forms, such as federal census. These are forms that were found in various places in room 1 and room 2. There is also a master list of these on the computer with a link to click on the form to print.
 - Sherry showed the ECGS Forms notebook. These are the forms the we use, such as our Donation form, Pioneer form, etc. The committee still needs to review these.
 - Sherry showed the Maps notebook that Gary Copenhaver had made several years ago. This notebook has maps to cemeteries from the courthouse. The purpose of these are for out-of-the-area researchers who find their ancestors who are buried in a cemetery and they want to visit that cemetery. This would make a good take-home/at-home project for someone to add more cemeteries to the notebook.

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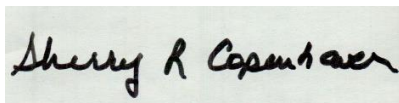
New business

- **Extend Voting to Committee Chairs:** Discussion was held to extend voting rights to permanent committee chairs and all attending board members were in support. Because these will now be voting members, they should also be elected members. The bylaws will need changing. Chris requested the Vice-President, Treasurer and Recording Secretary to draft the bylaw changes. Chris Brown, Jim Kendall, Sher Brown and Sherry Copenhaver will meet to make the changes to the Bylaws to present to the general March meeting, then a vote at the general April meeting.

A motion was made by Marijo Wakely that the meeting be adjourned; seconded by Sher Brown. Motion passed. Meeting adjourned at 3:00 p.m.

Next Meeting: Saturday, March 17, 2018, at 1:00 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Sherry R Copenhaver". The signature is written in a cursive style and is positioned above a light gray rectangular background.

Sherry Copenhaver, Recording Secretary