

for Sept Gen Meet.

Benton County Genealogy Society
P.O. Box 1646
Philomath, OR 97370
541.929.6246

Board Meeting Minutes

Monday, 29 August 2011
3:00 pm, Philomath Community Library,
1050 Applegate, Philomath, OR 97370

A. Call to Order:

Margaret called the meeting to order at 3:05pm. Those attending were Margaret, Mary Jo, Grace, Leila, Earle, Linda, Judy, Bill.

B. Minutes:

The 31 May 2011 minutes were reviewed and approved.

C. Committee Reports:

1. President

*Margaret announced that a nominating committee for new officers will be on the agenda at the September meeting. The officer positions up for nomination are President, Vice President, and Treasurer. Appointed positions that need to be filled are Newsletter Editor, Historian, Publisher/Book Seller, and Photographer.

*Our society's State of Affairs is uncertain. Much discussion surrounded concerns for the future of our society and what may happen without more membership involvement.

*We need to bring in new members to survive as a viable organization.

2. Past President

No report

3. Vice President/Programs

Margaret reviewed the schedule of programs so far: September is sharing time for genealogical activities and discoveries. Nancy Basque is organizing October's program. In November, Marlene McDonald is presenting a program about her ancestors titled "Hard Scrabble", December is our annual Holiday Party, and Faye Abraham is organizing a program in January 2012 on WWII.

Earle will bring the cookies for the social time following the September general meeting.

4. Treasurer/Finance Committee

Judy is paying the bills, depositing the checks and sending the information to Margaret to post in an Excel budget spread sheet. A discussion of individual budget items helped sort out questions and reconcile discrepancies. Margaret reviewed some additional income not listed on the draft income budget sheet. Margaret will pass out an updated 2010 -11 budget at the September general meeting. It was noted that our current Financial procedure covers September to August and the new officers take charge from January to December which adds confusion to the whole process.

The November and December newsletters will have a reminder that membership dues need to be paid.

5. Publication Committee

No report

6. Library Committee

Leila and Grace are working on several library projects. The inventory went well and an updated shelf list will be ready soon. Some accession numbers need to be corrected and they are trying to locate 10 missing books. They are also compiling a list of states that do not have many resource books. Most Saturdays following our general meetings the library will be staffed by a fabulous new volunteer, Ellen. It was mentioned that Browser's book store will buy our extra books and give the society credit which may be a better option than trying to sell books online.

7. Audit Committee

Margaret read the letter from the 2010 Audit Committee listing several recommendations. Some of the recommendations are using Quicken for the treasurer to collect financial data and to make the transition between incoming and outgoing treasurers easier, dual signers on large checks, keeping two receipt books—one for the treasurer and one for membership chairman, and keeping a check register to record each check, and balancing the bank statements at the end of each month.

8. Other

Leila and Judy check the society mailbox regularly.

Earle complimented Margaret for helping him find many pages of information at the Family History Center.

D. Unfinished Business

Finances

Margaret's proposal to adjust the money allocated in the budget to add more in some categories and less in others to better reflect actual spending was discussed and generally approved. This proposal to adjust allocated funds would be a good start for the finance committee to set up the new budget. Earle suggested going back to previous budgets to use as a guide for allocating money in the various budget categories.

E. New Business

2011/2012 officers

The need for new officers and the dire "State of Affairs" of the society will be brought up at the September general meeting. Setting up a nominating committee for new officers at the September general meeting is crucial.

G. Adjournment

Respectfully submitted,
Linda Olsen, Secretary