

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

Board Meeting Minutes

Monday, 31 January 2011
3:00 pm, Philomath Community Library,
1050 Applegate, Philomath, OR 97370

A. **Call to Order:** Margaret called the meeting to order at 3:08pm

B. **Minutes:** Copies of the previous minutes will be distributed soon.

C. **Committee Reports:**

1. **President**

Margaret distributed copies of the By Laws in folders. Eventually the updated policies and responsibilities will be added to the folders. Margaret also distributed copies of the new brochures and encouraged members to replenish or distribute the new brochures and replace old brochures wherever they are found. Margaret composed flyers for the February meeting and distributed those also. Next week Margaret will give a PowerPoint presentation to the Kiwanis highlighting our genealogical society and will distribute our new brochures to the Kiwanis.

Margaret requested that each committee needs to have a designated person to represent the committee at each board meeting.

2. **Past President** - no report

3. **Vice President/Programs Committee**

Leila read the summary of the February program on Round Table Discussion Groups Susan wrote for the newsletter. The March program summary published in the newsletter about the "Coming of Age" DVD was also noted.

Figuring out what to do about scheduling future programs is top priority:

Suggestions:

*The board could take on the responsibility of selecting programs.

*Designating the program time a library research day was suggested.

*Bill mentioned that in the past he exchanged program information with the Linn County Genealogical Society which worked well. He offered to share his list of speakers.

*Judy suggested finding programs for April and May then announce at the September program that we will not have programs unless someone steps up to help with selecting and scheduling Programs.

*Bill suggested encouraging members to be responsible for just one program. We would only need 7 members to take responsibility for one program each. Margaret will make a sign-up list to pass around at the General Meeting for members willing to organize one program/speaker per year.

4. **Treasurer/Finance Committee**

Gene reviewed the income and expenses. Our current balance is \$3,776.56. Our expenses exceeded our income this month by \$72.01. Gene is continuing to pay the bills. Judy expressed a desire to help with budget issues and keep a simple spread sheet. Pat Coolican could possibly help with spread sheets also. The four Finance

Committee members will meet and decide how to divide up the responsibilities. Mary Jo reported that currently there are about 73 individual members.

5. Publication Committee

Earle reported that the Museum sold one book on Benton County Pioneers and one on Polk County Pioneers. We have sold about 12 of each book. Danell has all the masters on her computer for all the books our society publishes and will make CDs for the library. The book lists are updated.

Margaret explained the request by the Genealogical Forum of Oregon for an article on Researching in Benton County and assigned Linda and Earle the task to write it and submit it.

6. Library Committee

Grace reported that the committee was sorting through items in the anteroom in the Annex. Periodicals and newsletters from other societies that are not particularly useful will be recycled. Those items with good research information are worth keeping. Leila and Judy also helped sort and decide what to do with old quarterlies and newsletters. The Library Committee decided to schedule the inventory in June before it gets too hot. The library budget was discussed and adding \$60 to their budget was approved. Buying good used books instead of new ones for the library was generally approved. Google Your Family Tree was a book discussed for possible addition to our library. Danell will present this book as part of her presentation at the February Round Table Discussion Group topic on "Googling Genealogy."

Requesting help from the whole library staff and alternates pool was discussed as a way to find possible candidates to staff Saturdays that following our general meetings. Perhaps alternating Saturdays amongst the staff was suggested.

7. Audit Committee

Bill reported that they needed several more statements and the committee will meet again to finish up the audit.

8. Other

Members sharing genealogical organizational techniques was discussed as a possible program topic.

D. Unfinished Business

1. Library fee policy

Forgiving the \$5 fee for non-members to use our library on Saturdays following our general meetings was discussed and approved. We want to welcome visitors that attend our programs and extend the library privilege in the process.

2. Review of officer and responsibility document:

Library:

Who schedules the library staff? It was decided that the Librarian schedules staff. Discussion developed around not making CDs or paper copies of our library shelf list for other libraries since they can access the shelf lists online. Making a CD or paper copy for the Family History Center was approved; however, they can access the shelf list online also. A CD should also be given to Linda to update the web page shelf list.

Program Committee:

Margaret moved the information under the Vice President's Program Responsibilities and listed them under the Program Committee responsibilities. This rearrangement was approved.

A few responsibilities had not been assigned a committee and needed to be discussed.

Where should Queries be? - Library Committee

Where should the Photographer be - Library Committee

Who gets mail from post office? – Finance Committee

Hospitality was deleted.

E. New Business

Discussion developed around how many pages to include in the newsletter. Also who in the community should receive our newsletter by e-mail rather than mailing them paper copies? Perhaps the length of our newsletter is not as much of an issue if we are not printing and mailing very many paper copies any more.

Other Newsletter issues discussed:

Should we publish our newsletter online? Leila reported that Tri Cities Genealogical Society offered to e-mail us their newsletter for free. Do we want to receive it? How would we distribute it? Should we reciprocate? Bill asked if there is advertising value in sending our newsletter to other societies. Printed vs. digital?

Perhaps we could display paper copies of other societies' newsletters following the Saturday meetings as a way to share and make members aware that we do receive newsletters from other societies. Should the issue of what to do with newsletters received from other societies be discussed at the general meeting? Should we keep other societies' newsletters? How long to store them? What is the value of other societies' newsletters to us?

Currently, our library is keeping the newsletters received from other societies for one year then recycling them. This was generally approved.

G. Adjournment

Respectfully submitted,
Linda Olsen, Secretary