

Benton County Genealogy Society
P.O. Box 1646
Philomath, OR 97370
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Board Meeting Minutes

Monday, Nov 29, 2010
3:00 pm, Philomath Community Library,
1050 Applegate, Philomath, OR 97370

A. Call to Order:

Margaret called the meeting to order at approximately 3:00pm

B. Minutes:

Copies of the November 1, 2010 minutes were distributed. Margaret thanked Lee for taking notes and Linda for typing the notes. Mary Jo Miner was welcomed and introduced. Correction to the header was noted. It should have said "Board Meeting Minutes." The minutes were approved with a correction Margaret will make under the Treasurer's report with reference to "copies".

C. Committee Reports:

1. President:

- *The By Laws have been approved. The header problems will be corrected on all pages and clean copies will be sent to everyone.
- *Standing Committees: Margaret asked each committee to meet between now and the next board meeting and select one person from each committee to attend the board meetings to represent the committee business and be a voting member at the board meetings.
- *Auditors do not need to meet, but one should attend the board meeting anyway.
- *Finance Committee: Questions need to be addressed about who will be responsible for attending the board meeting in January? How will the bills get paid? Who will sign the checks?
- *Publishing Committee: Earle, Linda Olsen, Leila , and any others also need to schedule a meeting to decide who will attend board meeting.
- *Library Committee: The Committee sign up sheet was passed around to see who had signed up. The library committee may make a recommendation about what to do with the Surname files? Bill emphasized the importance of having a surname file easily available for researchers. Committees will also discuss if the same person will always attend the board meetings or if different members will rotate. Maintaining continuity from meeting to meeting was discussed.

2. Treasurer

Gene reviewed the monthly summary report and handed out a summary report of budget activities for the last three months. For this month, the difference between income and expenses totaled \$-58.13. He added a new category under dues to distinguish those receiving mailed newsletters from e-mailed newsletters. Allen County Library dues was discussed as well as how other societies set their dues. Allen County

Library will receive their newsletter by e-mail. Institutional dues which means members only receive a newsletter was noted.

3. Membership

We currently have 42 paid memberships which represents 54 individuals. At this time last year we had 66 memberships. Sandra and Mary Jo are working on updating the brochure to reflect current policies relating to membership. Publicity for the society was discussed as was the Publications Committee responsibilities. Membership has funds to make copies of the brochure. Highlights of past newsletters and benefits of membership were discussed as possible brochure and web page additions.

4. Programs

The annual Christmas party and auction is scheduled for the December program. The format of the party/potluck and auction was discussed. Shadowsmith Photographics will be the presenter in January, Round Table Discussions on various topics will be the February program. The round table topics were discussed. Roots Magic and Tree Maker may be one combined topic. Learning how to plan a research trip and beginning genealogy were cancelled topics. How to cite sources was suggested as a new topic. Danell will lead a topic on Google research. A DVD program by Family Search describes what the future will look like was approved for the March program.

5. Librarian

Grace asked for thank you cards to send to donors. The timing of sending the thank you cards once a year was discussed. All library books have been accounted for.

6. Book purchases

7. Newsletter

Appreciation was expressed to Teri for all her years of service as editor of the newsletter. She will miss publishing the newsletter but not the challenges of publishing nightmares.

8. Hospitality

Refreshment sign-up for the board meeting was discussed.

9. Society Historian

10. Publications

Earle reviewed the sale of the Polk County and Benton County books by Shirley O'Neil that were sold and told how many were left. An updated Book Price List could also include a Member Price List showing the 10% discount to members. Linda and Earle will work on a new price list.

11. Other

Susan showed the notebook she put together of handouts from our program presenters which will be

located in the library. Copyright information was discussed and a notice will be added to the notebook. Henderson's in downtown Corvallis was mentioned as a great place to make copies.

D. Unfinished Business

Margaret was open for ideas to fill the vice president and treasurer positions. Various ideas were discussed to increase membership. Various media sources were discussed. Strategic thinking to increase membership was suggested. Publicity, flyers, long term planning, media interviews, and outreach to beginning genealogists were discussed as ways to encourage new members. It was a consensus that we should not just go dormant.

Who will finish out the year for programs? Susan will follow through with the programs for the next three programs through March. The Finance Committee will discuss how to pay the bills.

E .Policy Queries:

Linda's notes of suggestions were read and a discussion developed around how to charge for queries. \$10 per half hour for research plus 25 cents per photocopy plus postage was decided as a guideline for at least a year. Comments were shared about the valuable service we provide which should not be given away for free. The BCGS web page under Queries needs to be updated.

Discussion developed around the policy of lifetime memberships and members without e-mail accounts being excluded from the extra \$5 fee for mailed newsletters. Margaret will rewrite the policy. Pro Bono organizations receiving mailed newsletters will now receive brochures instead.

Discussion for needing more than one signature on checks was tabled for the January meeting.

G. Adjournment

Respectfully Submitted,
Linda Olsen, Secretary