

ALBUQUERQUE GENEALOGICAL SOCIETY
BOARD MEETING
Virtual Meeting via ZOOM
October 14, 2020

October 14, 2020, regular AGS Board meeting was called to order by Chair Marty Brady at 1:00 PM conducted through the internet using the ZOOM conferencing app.

The following persons were present.

Elected Officers:

- Martin Brady, *President*
- John Schlue, *Vice-President*
- Bob Harper, *Treasurer*
- Linda Koch, *Past President*
- Stuart Murray, *Secretary & Military SIG Facilitator*
- Susan Johnston, *Member-at-Large (1st consecutive term)*
- Louise Rosett, *Member-at-Large (1st consecutive term) & Online Book Sales*

Appointed Committee Moderators and Volunteers:

- Phil Spivey, *DNA Program Education Coordinator*
- John Farris, *DNA SIG Facilitator*
- Victoria Sullivan, *Education Coordinator*
- Rosemary McNerney Winkler, *Newsletter and Bookkeeper*
- Lynda Katonak, *Tuesday Research Days*
- Frankie Ewing, *Programs*
- Lark Robart, *Saturday Research Days*
- Tiffani Loiacono, *Hospitality*
- Michael Wilson, *Webmaster*
- Patricia Harris, *Public Relations*

Guests:

None

The following persons were absent.

Elected and Appointed Officers:

Appointed Committee Moderators and Volunteers:

- Carole Everton, *Celtic SIG Facilitator*
- Charlotte Green, *Used Book Sales*
- Mike Blackledge, *Writing & Publishing SIG Facilitator*
- Dal Jensen, *IT Team*
- VACANT, *Historian*

Marty Brady (President):

Additions/changes to the Agenda: Add the topic about Job descriptions and how to keep them.
Changes Accepted.

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Marty asked if there were any changes to the September 9th AGS Board meeting minutes. Hearing none, accepted them as they were submitted.

Marty has appointed John Farris as the committee chair for the Spring Seminar. There were no comments from the rest of the board.

Rosemary pointed out in the bylaws; the audit committee was supposed to be appointed in October and will have to move the audit committee nominations to the November meeting. Karen Gmyr and Sharon Hagenbuck were the audit committee members last time. Marty is looking for suggestions. Marty can contact Karen to see if she wants to do it. Marty will contact them and have their names for the next meeting.

Marty reported nominating the nominating committee worked well this morning at the program meeting.

Marty said going forward next year may have more ZOOM events. We may still use ZOOM when this ends to allow future events. Marty is looking for a media master. John Farris thinks this is a good idea. Lynda Katonak thinks this is a good idea but we may need more than one person. Linda Koch thinks a committee allows for more than one person.

Job Descriptions: Frankie said a few years ago, the job descriptions were created and Shirley Atkinson kept them in the file cabinets at the Library. Marty wanted to know how to keep them on the website. Lynda said the website is public and not private. Louise said she had put passwords and other information on her job description, but they were redacted when Linda K sent them out. Lynda wants folks to review their job descriptions.

Marty will send out the job descriptions to the appropriate folks for updating.

Marty asked if anyone was opposed to putting them on the website? Linda K thinks it is a good idea to put them on the website. It allows future candidates to look at what is involved.

John Schlue (Vice-President):

Nothing to report.

Stuart Murray (Secretary & Military SIG):

Nothing to report.

Bob Harper (Treasurer):

Bob arrived late at the board meeting. He reported the account is only down \$92.90 since last month. He has received money for membership dues and eBay sales.

Linda Koch (Past-President):

Linda commented to have a nominating committee with Lark and Molly Shannon as members. Linda has contacted most positions. She needs to fill President and Vice-President. Marty sent out job descriptions and will need more than the committee to suggest folks for the positions. Linda Koch talked about her past experiences. Linda doesn't know how difficult it will be to fill the positions. She wants to know about the position's qualifications. It is an unusual circumstance we face this year. Discussion continued about the President and Vice-President positions. Mike Wilson said we have been fortunate to have Marty setup the ZOOM meetings.

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Marty willing to help set up the upcoming events. Lynda Katonak agrees with Tiffani about the needs of the president. It's more than organizing meetings and folks. Hopefully, we will get enough volunteers to help with the 50th anniversary. Sue Johnston thinks there need to be qualifications. The President/VP needs to know enough about how the committees are functioning. It does add responsibility. Anyone accepting the job needs to know what is going on. It will be an extra effort if you don't know how things work. Victoria commented she has served as VP in the past but her health prevented her from moving up to the president. Stu commented the past Quarterly's stated the position was for two years. Lynda Katonak said it became a one-year commitment starting with John Farris due to his age. Linda Koch says there is nothing in the bylaws that require a two-year commitment. Lynda Katonak confirmed that comment.

It is up to the nominating committee and the board what we are looking for in the position. Candidates need to know how we operate. Sue Johnston asked why it is not in the bylaws. The discussion continues about the position. Marty asked do we need to change the bylaws. Sue replied not at this time. Lynda Katonak said she needs to think about term limits and how it affects the nominating committee. Stu replied we have a problem this year we do not have continuity for the President and we need to accept someone from this Board, or we need to appoint someone from outside the current group.

Linda Koch said someone needs to step up and accept double duty by taking up the position. Think about suggesting to Linda about possible candidates with three persons. Send your suggestions to the nominating committee.

Susan Johnston (Member-at-Large):

Nothing to report.

Louise Rosett (Member-at-Large & Online Book Orders):

Louise had nothing to report but did say eBay sales in September sold 7 books, paid \$42 for a subscription, leaving a \$1009.25 balance. Lynda Katonak asked what to do if you have donations. Louise replied send them to Lisa for evaluation. There was further discussion about eBook purchases. It was recommended you compile a list of eBooks and send them to Louise for submission to Lisa. Further discussion continued about formats and checkout. Books AGS purchases are genealogy books, but do they circulate? There was further discussion about eBook circulation. John Farris said he has given books for general circulation. Typically three copies, one copy at the main, one copy to branches, and one for circulation. Phil said we need to get together with Lisa. Pat is willing to contact Lisa and talk about eBooks. She will contact Lisa and volunteer to make the most useful way for how the Library collects materials. The Board will need to decide on how it is used. Further discussion about the public library usage continued. No further action was taken.

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Appointed Committee Chair Reports & Discussion:

- *Phil Spivey, DNA Education Program Coordinator*
Phil reported two things to be done soon. He needs to reshuffle programs and titles for November. There will be no presentation for December program. The ABCs of DNA will be on hiatus for December and do one in January. He will put together a list for next year for the ABCs of DNA.
- *John Farris, DNA SIG Facilitator*
John reported everyone should have received a two page write up and update for the April 2021 two day seminar. It would be nice for an officer to make a motion for him to proceed. Linda Koch made a motion to accept John's proposal. John Farris tried to be as thorough as possible. The discussion continued about the seminar. John said we have at least two speakers for each topic, a backup in case one cancels. He explained the costs and reasons for not charging. Discussion continued about membership and NMGS relationship. It was reported ZOOM webinar subscription has a limitation of 100 persons. Marty reported the Board could upgrade to 1000 persons for a minimal cost. Lynda Katonak thinks the session times are long. John Farris says it includes Q&A at the end of the presentation. Currently, the session is 1 hour 15 minutes and 15 minutes for Q&A. Some persons may only attend some sessions. There was a discussion about possible breaks during the session. It will be a ZOOM conference. The motion passed unanimously. 6 yeas, 0 Nah. John also reported on the DNA April 2021 Seminar and has two points he wanted to talk about. He will need publicity help from Pat. The publicity will be considerable. John said the Dallas club had extensive publications. PAT commented the Celtic Conference may be contacting other CELTIC groups in the US about the possible attendance. John Farris mentioned the IRISH club and other groups for publicity. Pat and John should work together.

John reported he had consistent attendance with the DNA SIG. there were 17 attendees from the last meeting. He is pleased with contributions by attendees. Both new and experienced members contribute to the discussion.

- *Pat – Public Relations*
Nothing to report
- *Lynda Katonak, Tuesday Research Days*
Lynda reported she did not have much to say about research day. Marty's invitations have resulted in new contacts. She is hoping it continues.
The 50th Anniversary items are moving along. Lynda submitted an article in Quarterly soliciting help. She is looking to solicit volunteers. If we don't get volunteers, then the 50th Anniversary won't happen. The 50th-anniversary book and draft outline are defined. The outline is looking at the history of the organization and the committee is deciding

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what goes into the book. She needs volunteers to participate or help organize the speaker's bureau. She is hoping to get volunteers to help outline the needs of that group. She is looking for volunteers to speak. It's easier to have a group to make it easier to work on this. Victoria asked what this group would do. Lynda replied to what needs to be said and outline for people to follow. Some people might work on an outline but not speak. Some people would speak and tell the audience about AGS (print, radio, TV). John Farris asked how about the schools? Lynda replied yes and especially talks about genealogy in history classes. Victoria and Stu have volunteered.

- Victoria Sullivan, *Education Coordinator*
Victoria reported she has agreed to a series of classes for Bernalillo County for the end of November. Victoria will present new programs the Bernalillo County is purchasing and will put up on their website. Sue asked if Victoria owns the copyright to the programs. Victoria said she can negotiate with the county. Victoria has already submitted the program to Bernalillo. She said she has two issues. Why Bob hasn't gotten Victoria's receipts for ZOOM. The discussion continued about the classes. Victoria said she is using ZOOM to do DAR sessions and can she use her ZOOM account to reach out to her DAR group? There was no opposition from the Board. Victoria has received firm dates from Bernalillo County (4 classes) and waiting for them to respond. Linda Koch wanted to know if we can publicize the dates on our website. Victoria said she will check.
- Carole Everton, *Celtic SIG Facilitator*
Not Present
- Lark Robart, *Saturday Research Days*
Lark reported she sent out yesterday her reports. She wanted to point out AGS has one new member, and they volunteered for the newsletter and publicity. Robert Korbach joined last month. John Farris said Robert is a very active genealogist. Lark said he is a Bear Canyon active member. John Farris said all senior centers have been shut down. Marty commented on how Robert is interested in how to make presentations using ZOOM. John Farris said Robert is an active member of the DNA SIG. Lark said he volunteered for research days. Maybe he might do a possible program. Lynda Koch said he might be used for general research. Lark reported she wasn't able to put out the directory last May. She is tossing out an idea, should I forward the membership list now and send an eBlast to members. Typically, we charge \$2 for a copy, but maybe we should forgo the costs and send it out for free. Lark said not much to report on Saturday research days. ABCs of DNA going well.
- Charlotte Green, *Used Book Sales*
Not Present
- Rosemary McNerney Winkler, *Newsletter and Bookkeeper*

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Rosemary reported on the Listserve and she is maintaining the list. She asked who wants to do it. The Listserv list is a text file. Louise said there is a new member that wants to work on publicity. Mike Wilson is willing to help out. Further discussion continued about how to maintain it. Rosemary will work with Mike Wilson. Sue Johnston asked does Lark send an updated copy to Rosemary. Rosemary said she does get a copy of new members automatically. She said once a year she purges the list of old delinquent members. Lark said she keeps the membership on Google Sheets.

Rosemary asked who wants to do the financial sheets. The discussion continued about the financial files, where they reside, and how to communicate these files. There was a discussion about the treasurer taking over the job. Bob Harper said he hates QuickBooks. Rosemary said she works off an Excel Spreadsheet. Linda Koch said we separated the job descriptions in the past few years. This is something we need to think about? Is there anyone in the Society who might be a CPA? Maybe we could suggest a name for Rosemary.

Rosemary asked Henrietta about improving the looks of the Quarterly. NMGS spends \$750 per issue to be done by a professional person. Lynda Koch likes the Quarterly the way it is. The feeling from the Board is to continue the Quarterly in its current format.

- Michael Wilson, *Webmaster*
Mike said he has nothing to report about the website. He is working on the 50th-anniversary book stuff and making changes to the website as needed. Mike Wilson said he would like to refine the outline more before sending it to the board for comment. John Farris asked if any problem using PayPal for non-members for the April conference? Mike said the only issue would be the number of transactions per month we subscribe currently. It might need to increase. Mike said AGS is signed up for a yearly PayPal fee. But might be able to change it if needed.
- Frankie Ewing, *Programs*
Frankie thanked Phil for his program this morning. Phil has an excellent handout with links to various newspapers. Next month Carl Malone will talk about the Mayflower and is committed to November 4th. The program committee meets once a year and will meet next Monday to formulate program ideas. I have sent the Survey Monkey results to the Program Committee in preparation for their annual meeting. Linda Koch asked about thoughts about the December program? Frankie said she has sent the description of our December meeting to Rosemary and Mike Wilson for the Quarterly and the AGS website. It will be "Show & Tell" without the holiday party (but feel free to bring your libations). Each person will have about 3 minutes to share an artifact or genealogical story. Marty will un-mute each person in turn if they indicate they want to share.
- Tiffani Loiacono, *Hospitality*

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Sent out one card, nothing else.

New Business

The next AGS Board meeting will be November 11, 2020, at 1 PM via ZOOM.

Bob Harper said we normally let folks, who sign up for membership in October, carry over into the next year. Do we want to continue this? No objections from the Board.

Linda Koch asked should we send a request to John Schlue for eBlast emails. Linda wants to send the nominating committee out by eBlast. Marty suggested you should include a brief comment along with the eBlast to indicate what the email is about. John Schlue said he reads both lists.

The meeting adjourned at 2:52 PM.



Secretary

November 11, 2020

Date