

**MEETING OF THE
EXECUTIVE BOARD
OF THE
IOWA GENEALOGICAL SOCIETY**

**Saturday, April 8, 2006
IGS Conference Room**

The regular quarterly meeting of the Iowa Genealogical Society (“IGS”) Executive Board was held Saturday, April 8, 2006, at the Genealogical Society Library in Des Moines. The meeting was called to order at 10:00 a.m. by president Theresa Liewer.

Present: Theresa Liewer, President; Helen Phillips, 2nd Vice President; Chuck Prickett, Treasurer; Ted Lussem, Representative for the Regions; Margaret Foster, Historian; and Robert Aubrey, Secretary; Debi Chase; and Billie Murano, Librarian. Several members of the society were present. Not present: Joyce Brown.

1. **Call to Order** at 10:15 by president, Theresa Liewer.
2. **Approval of Agenda**
3. **Approval of Minutes** Motion to approve January minutes as amended, by Ted, second by Chuck. Motion carried.
4. **Officers’ Reports**
 - a. **President:** Theresa Liewer presented a written report. Report attached. Theresa has been meeting weekly to discuss grants and capital campaign. Special thanks to Marcia Martin. Theresa is going to tape two 14 minute sessions for Channel 39. Chuck suggested that if they would give us a tape or DVD, we could send it to the chapters and use it for other persons. We are going to have a half-hour presentation at the LifeStyle Expo on April 22nd at Merle Hay Mall.
 - b. **Treasurer:** Chuck Prickett presented a written report. Report attached. Income is down, but expenses are down even more. Net income is up, but our cash flow is still tight. Discussion followed. A couple of the small leases have been paid off. We have been having ongoing problems with the server.
 - c. **1st Vice President:** Joyce Brown not present. Theresa reported that the spring conference is on the website. Theresa said she would like to send out a broadcast e-mail, and the newsletter is going out. Joyce did a marvelous job in keeping the food costs to a minimum. Pioneer Sons and Daughters and Polk County Genealogy are going to cover Friday night. Of the \$50 fee, about \$35 will be profit. We will try to tape what we can and make it available. The fall conference in Marshalltown is coming together. We charge extra for non-members. If we made them members for that extra charge, we would be encouraging them to renew when the year is up.

- d. **2nd Vice President:** Helen Phillips presented a written report. Report attached. By consensus we decided to purchase a 2-year raffle permit for \$150.00. Deb also suggested that we could run semi-continuous quilt raffles.

5. Committee and Staff Reports

- a. **Administrative staff** – Debi Chase spoke of the problems we have been having with the server. Gerald has continued to help us. Billie’s machine is the only one that has been able to get into the membership data. Jolene has been doing membership for us. Theresa asked for a membership report at the end of each month, and a comparison with the previous year, to be saved as hardcopy. We give people coupons at the classes, and some of these people have come back and become members. Possibility of giving coupons out to the senior centers.
- b. **Librarian** – Billie Murano presented a written report of library attendance, with comparison to last year. Report attached. Numbers are down somewhat. We have not had the Lives and Times program this year, which brought in hundreds of people in the past.
- c. **Building:** Ted Lussem presented a written report. Report attached.
- d. **IT & Webpage** – Dennis Gooch presented a written report. Report attached.
- e. **Fundraising** – (see New Business, below)
- f. **Nominating committee** – Margaret Foster: we need to determine who is up for nomination and who does not wish to continue in their offices.
- g. **Historian:** Margaret Foster is working to bring the history up to date and will present it to the Board of Directors.
- h. **Volunteer coordinator** – Margaret Foster is working with Billie to fill volunteer slots. A couple of people from Boon County are planning to come as a group. She said that unfortunately, people don’t volunteer unless they are asked. We have quite a few who are doing transcribing, and with laptops, we can go the Masonic cemetery, etc., and enter records on site.
- i. **By-laws** – Helen and Theresa have talked about the committee, and they will work with our parliamentarian, Jean Babcock. There were several suggestions for members.
- j. **Hawkeye Heritage:** David McDonald is working on it, and we intend to mail in June. Finished format will be 5.5"x8.5"

6. Old Business

- a. Note & Debentures from members – Theresa has been mailing them out. We paid \$58,000 down on our principal, and we have about \$12,000 in direct pledges.
- b. Bus trip to Fort Wayne – is set up on the website. \$519.00 a person includes hotels and

transportation. November 5th to 10th, leave on Sunday, come back on Friday. Monday through Wednesday at the Allen County Library in Fort Wayne, Thursday in the Newberry Library in Chicago. Checks are made out to Northwest Transportation.

- c. By-law revision – we are forming an expanded committee to work on the bylaws.

7. New Business

- a. Interest only payments on mortgage. We could do this for a certain amount of time. We are paying about \$2200 a month in principal. Chuck says that we should use this only as a last resort. Bob said that he would be more comfortable if we are selling more debentures, and thus paying down on the principal. We will bring it up as an item for the May Board meeting. The bank would require a board resolution. Since the board meets only four times a year, we could pass a resolution and pocket it until needed.
- b. Potential tenant for the west wing. The Junior League has had the Bargain Basket for 30 years and they are looking for a new location. They are looking at us and talking. They want a display window, since they are a retail organization, which would alter the façade of the building. We have not talked money, they are a 501(c)3 organization, which eases tax issues.
- c. Request by the Genealogical Society of Utah to digitize and reproduce information from the newsletter. It would not include the *Hawkeye Heritage*. Reserving the right to cancel in the future, we will give permission.
- d. Open region rep positions: we should be able to get someone from Lucas Co and Iowa City. Helen and Theresa and Ted are going to work on filling these position.
- e. Lunch and Learn. Karen did it for us in the past. She works for the State. We can have them here or go there. People come in on their lunch hour, when they came here we gave them lunch for \$5. We got memberships from them and we need to start these again.
- f. Garage sale: Margaret is working on the tables. People have been bringing in items. We have the west wing rented for the Saturday before, so set-up will be after that.
- g. Keys and security. German interest group – we pay a staff member to come in when they meet. Shirley asked if we would be comfortable giving one of the GIG members key and access code. This group is too large to be accommodated when the library is normally open. They offered this as a savings to IGS (it amounts to about \$200 a year). Board members were concerned about whether this would set a precedent for the other groups in the society. The consensus was to continue as is, and this will simply be our hospitality to the GIG.
- h. Theresa reported that Rob Scott is collecting information on historic barns and are planning to do a history. He asked if we would want to participate and help them in this project. Theresa told him that we would be interested. We would get a copy of the completed history.
- i. Brainstorming session: what would we do if we had the money?
 - i. Do something like Mid-Continent and buy the memberships to make them available. On-line access.
 - ii. Increase our census film holdings.

- iii. Have databases online that are only available to members. Indexing and digitizing our 1925 census, Pioneer certificates, GAR records, etc. We have to acknowledge that our attendance is dropping and move to the next level. It would demand an IT department and would take lots of time and effort. It would be a major undertaking. We could put the publications on line or the indices. It is like becoming a miniature Ancestry.com.
 - iv. WIFI – cf Gerald about putting in our own system.
 - v. Finish off the West Wing and turn it into a conference center and make it available at a reasonable charge to the community at large.
 - vi. More education and outreach.
 - vii. Expand Latino holdings.
 - viii. Expand Native American holdings.
 - ix. Become a depository for orphan train information. We had a tremendous response when we had the Lives and Times program on the orphan train.
 - x. Create a complete searchable master index of all the names in our publications.
 - xi. Off-site storage and duplication. If we have a fire or tornado we lose everything.
 - xii. State Archives are interested in our help for indexing county and state records.
- j. Lives and Times. We must find someone now for next year. There was a speaker in Ankeny that was wonderful.

8. Adjournment at 12:58 pm.

Respectfully submitted,
Robert J. Aubrey, Secretary