

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

**Saturday, February 11, 2006  
IGS Conference Room**

The regular quarterly meeting of the Iowa Genealogical Society (“IGS”) Board of Directors was held Saturday, February 11, 2006, at the Genealogical Society Library in Des Moines.

**Present:** Theresa Liewer, President; Joyce Brown, 1<sup>st</sup> Vice President, Helen Phillips, 2<sup>nd</sup> Vice President, Chuck Prickett, Treasurer and Region 6 Representative; Pat Border, Region 3 Representative; Don and Toni Mulert, Region 5 Representatives; Patricia Bernard, Region 7 Representative; Ted Lussem, Region 8 Representative; Judy McClure, Region 11 Representative; Stan Bastman, Region 13 Representative; Janice Danielson, Region 14 Representative; Margaret Foster, Historian; and Robert Aubrey, Secretary. About a dozen members of the society were present. Not present: Jane Jass, Region 9 Representative; Al Miller, Region 4 Representative; Grace Hertz, Region 12 Representative; Adrian Brisee, Region 15 Representative, Ray Senior, Region 1 Representative.

1. **Call to Order:** The meeting was called to order at 10:06 a.m. by president Theresa Liewer.
2. **Adoption of Agenda: Motion** by Ted Lussem to accept agenda as amended, **second** by Chuck Prickett.
3. **Reading and Approval of Minutes – November 12, 2005: Motion** by Pat Bernard to accept minutes as sent out in November, **second** by Joyce Brown. Motion carried.
4. **Resignation of Jane Jass, Region Nine: Motion** by Stan Bastman to accept her resignation, **second** by Chuck Prickett. **Motion carried.**
5. **Officers’ Reports**
  - a. **Treasurer:** Chuck Prickett presented a written report. Questions and discussion followed.
  - b. **President:** Theresa Liewer presented a written report. Report attached.
  - c. **1<sup>st</sup> Vice President:** Joyce Brown presented a written report. Report attached. Cooperative conference with the Iowa State Historical Society May 5<sup>th</sup> and 6<sup>th</sup>. We will not be charged for the use of the facility, the lunch will be catered. Fall conference is in Marshalltown, October 6<sup>th</sup> and 7<sup>th</sup>, “Ohio and the Old Northwest.” We will also do breakout sessions, as requested by several regular attendees.
  - d. **2<sup>nd</sup> Vice President:** Helen Phillips presented a written report. Report attached. Most items had to do with the library committee. We catalogued 95 new acquisitions in January with a value of over \$1600. Gerald Graves has done yeoman service on our computer system. The committee asks for general Board approval regarding 1) having an Open House for membership recruitment semi-annually, and 2) starting a drive for funds to purchase shelving etc., being discarded by the PLDM

as they move to their new location. The consensus of the Board was positive for both issues.

## 6. Region Reports

- a. **Region One:** Ray Senor not present. No report.
- b. **Region Two:** vacant. No report.
- c. **Region Three:** Pat Border said that Scott County has been very busy. Muscatine is walking cemeteries. Has not gotten responses from some of the groups.
- d. **Region Four:** Al Miller not present. No report.
- e. **Region Five:** Don and Toni Mulert presented a written report. Report attached. They are hosting a one-day seminar with Dr. George Schwitzer, Saturday, April 8, 2006. Stan said that IGS would be able to sell books, etc. if they wish.
- f. **Region Six:** Chuck Prickett said his region is plugging along. Pafways is continuing to publish obits from the newspapers in the region.
- g. **Region Seven:** Patricia Bernard presented a verbal report: most counties did not meet in January.
- h. **Region Eight:** Ted Lussem made calls to all the chapters last fall and attended most of their meetings.
- i. **Region Nine:** Jane Jass resigned: no report.
- j. **Region Ten:** Vacant, no report
- k. **Region Eleven:** Judy McClure presented a verbal report of her activities in her region.
- l. **Region Twelve:** Grace Hertz not present, but submitted a written report. Report attached.
- m. **Region Thirteen:** Stan Bastman presented a written report. Report attached.
- n. **Region Fourteen:** Janice Danielson presented a written report. Report attached.
- o. **Region Fifteen:** Adrian Brisee not present. No report.
- p. **Region Sixteen:** vacant. No report.

Break at 11:17. Reconvene at 11:28.

## 7. Staff Reports: Library and Administration

Deb again mentioned that we need volunteers. Deb had asked when she sent out library cards for someone to donate a digital camera, and a family responded. Renewals have slowed down, which is not surprising. She is preparing another group of notices to send out. The newsletter is ready, and Denny will help to get it into electronic format. The retreat went well, even though it wasn't well-publicized, about half were not members. Deb suggests that we hold a similar event about every two months. Report on

memberships: about 400 did not renew from November to January.

## 8. Unfinished Business

- a. Endowment fund: \$3500 in 2004 was a donation from our bank, half of their fee for the mortgage, which was not earmarked for the Endowment Fund, and therefore we have no problem in using it..
- b. Insurance premium with higher deductible: we have a \$500 deductible. If we raised it to \$1000, it would save only \$209 a year. **Motion** by Don Mulert that we go to a \$1000 deductible. Ted Lussem **seconded**. **Motion carried**.
- c. Capital campaign loans from members – status: we have collected approximately \$58,000, with about \$8,000 in direct donations. We have added information to the front of the website.
- d. Building roof: Ted Lussem reported that the roof leaked in December and we also had a serious problem with ice dams. We spent \$1800 to remove the ice and patch the roof. It is like a band-aid. It is not in good shape, but is better than it was. We need a new roof. Part of the problem with the ice was trash and bottles thrown up on the roof which clogged the gutters.
- e. Revenue sharing owed to chapters: we are hoping to get the report run next week, but it is probably around \$4,600 for 2005, some of which has been forgiven by the chapters. We might not be able to pay them, but at least we can tell them what we owe them.

## 9. New Business

- a. Polk County Genealogical Society: we have an application for a new chapter. It consists of the local members of Charter Pierce. They have 265 members nationwide. **Motion** by Joyce that we accept PCGS as a chapter of the IGS, **second** by Ted. Discussion followed. **Motion carried**.
- b. State Fair 2006: if we want to keep our booth we have to send in \$1000 by the 17<sup>th</sup>. We need only 33 new members to make up the \$1000. Last year some people came right to the library from the State Fair and signed up. We need to better track where new members are drawn from. Four board members volunteered \$250 each and another board member volunteered \$100 to pay someone to go in every morning to set everything up. Bravo! This can also be a way to better publicize the chapters.
- c. Bus trip to Fort Wayne: we wanted to do a trip to Germany which is turning out to be very difficult because they don't have a centralized depository for research. It is not going to happen this year. We are going to have the bus trip to Fort Wayne at the beginning of November, for close to a week, with stops in Chicago. We may perhaps line up a bus trip to Salt Lake City, if Hazel decides to stop running the tour which she has been organizing.
- d. *Hawkeye Heritage*: David McDonald is working hard on getting it out in June of this year. It will cost \$2.00 to \$2.50 a copy, for a total of about \$5,000. We are looking at alternatives (e.g., 5.5x8.5" vs 6x9" format) and seeking underwriters.
- e. Bylaw revisions: Jean Babcock is a professional parliamentarian. The articles of incorporation

under which we are operating are the original ones drawn up in 1965. We are incorporated under Robert's Rules of Order. The corporation papers consist of two pages. In order to revise them, we must revise the bylaws first. If they are not updated, there is a possibility of losing the tax-exempt status. We need a by-laws committee who understand Robert's Rules. Jean mentioned several areas that need attention. For example, family is not what it used to be, and this impacts family memberships. She brought up several issues that indicate a demand for a complete revision of the by-laws. It will not be a quick fix, and it will take a lot of work. Jean will help, and we will put together a committee to review and revise.

- f. Application to Greater Des Moines Community Foundation for Technical Assistance Mini-grant: Marcia Martin said that they will provide consulting assistance for fund-raising, etc. for the non-profit. They ask us to find a consultant, get a proposal, and then make an application for the grant. **Motion** by Joyce that we give Theresa permission to pursue the grant, **second** by Janice. **Motion carried.**
- g. Financial situation: On the positive side, in the six months that the Board has been aware of the financial situation of the Society, we have made some huge strides. We have paid off more than \$30,000 of accounts payable of which we had been unaware. We have paid off an additional \$58,000 (brought in by the capital campaign) on the principal of the mortgage over and above our monthly mortgage payments. We are coming up out of the hole. On the negative side, we are scrambling again. We still have cash flow problems. We cannot survive on memberships alone. We are looking at about a \$38,000 cash shortfall, which is the amount we paid in interest last year. This does not include the *Hawkeye Heritage*, roof repair, or heating and AC maintenance. We have an ideal location and we have to work to keep it. Some of the suggestions that arose in the discussion:
- i. We have not had a newsletter regularly, we have not had a membership campaign in the last six months. Members are not as aware as they might be regarding the Capital Campaign.
  - ii. We need to contact members individually to have them buy a bond for the capital campaign.
  - iii. The foundations that we might approach for help are going to ask first if the board is committed to the process, and if each person on the board is willing to commit time and energy. The "Capital Campaign Committee" has to be the whole board who raise the funds that are necessary.
  - iv. We need people to do publicity. We need people to do membership. They are not volunteering. People need to be asked. Each member of the board knows people who could help.
  - v. We have 99 counties in Iowa, and we have over a hundred chapters. How can we get more of the chapter members to join IGS?
  - vi. The Community Foundation will help us come up with a strategic plan. Being able to articulate and communicate that plan will assist as we approach others to jump on board.
  - vii. There are people who are very interested in preserving records and who, even though they never set foot in the library, would be willing to help support the opportunity for that information to be available to their children or grandchildren. Part of our strategic plan is to market memberships, and it is not a question of what the society is going to do for them, but what they can do to support the indexing and publishing of various vital records in the state that would otherwise be unavailable. We haven't emphasized what this membership really is.
  - viii. The webpage has to be kept current. Stan Bastman volunteered to help Dennis with the web-page, because it can be done remotely.

- ix. We can contact people who have not renewed and ask them to renew. Give them the present situation. Look what we have done in six months.
- x. We talked earlier about a newspaper column on genealogy. It hasn't been done yet.
- xi. Tom mentioned that the local chapters could do fund-raising, like the garage sale, and perhaps split the proceeds with IGS.
- xii. Judy McClure and Joyce said they would help on the capital campaign committee.
- xiii. Duane offered that IGS needs to look at different ways of raising funds. The main issue is the plan.

We will be sending out the debentures to those who have loaned us money, and the money will be deposited against the principal of the mortgage.

- h. Grants: Duane Pierce has contacted the politicians' staffs to see what grants might be available. He has not heard back from them yet.
- i. NGS: We will have a booth at the NGS conference in June 7–10, 2006, the cost of which has been underwritten by a member.

**10. Executive session:** the board went into executive session @ 1:30pm. The board came out of executive session at 1:43pm. **Motion** by Helen Phillips that the board accept the salary recommendations made by the executive board, retroactive to January 1, **second** by Janice Danielson. **Motion carried.**

**11. Adjournment** at 1:45pm.

Respectfully submitted,  
Robert J. Aubrey, Secretary