

**IOWA GENEALOGICAL SOCIETY
REGULAR QUARTERLY BOARD MEETING
AUGUST 18, 2007**

The regular meeting of the Iowa Genealogical Society (IGS) Board was held Saturday, August 18, 2006 at the IGS Library Conference Room in Des Moines, Iowa.

Present: Theresa Liewer, President; Diane Densmore, Secretary; Phyllis Rothlauf, Region 1 Representative (Rep); Al Miller, Region 4 Rep; Eileen Johnson, Region 7 Rep; Betty Cross, Region 9 Rep; Ted Lussem, Region 8 Rep; Grace Hertz, Region 12 Rep; Janice Danielson, Region 14 Rep; and Adrian Brisee, Region 15 Rep.

IGS Members Present: Barbara Hug, Carl Nollen, Helen Phillips, Betty Standley, and Elizabeth Williams.

1. **Call to Order** at 10:05 a.m. by President Liewer.
2. **Approval of agenda:** Add to New Business, f. Challenge grant to pay off leases. We may amend the agenda as needed during the meeting.
3. **Reading and approval of minutes from May 12, 2007:** Ted Lussem moved that we waive the reading of the minutes and accept them as written and received via email. Adrian Brisee seconded. **Motion carried.**
4. **Appointment and introduction of new board members:** Eileen Johnson is replacing Pat Bernard as Region 7 Representative. Barbara Hug has volunteered to be Treasurer. She distributed her resume (See Attachment 1) and spoke of her background for this position. Ted Lussem made a motion to accept Barbara Hug as Treasurer. Grace Hertz seconded. **Motion carried.**
5. **Financial report:** President Liewer distributed both a condensed balance sheet (See Attachment 2, 2 pages) and an itemized profit & loss statement (See Attachment 3, 4 pages). Both of these statements compare the first six months of 2007 to the first six months of 2006. Memberships are holding steady. Our mortgage balance of about \$549,000 is down about \$13,000 from last year. Publications sales are up because of a large order from the State Historical Society of Iowa. Mortgage interest reflects an increase due to an accounting method difference between our previous Treasurer, Chuck Prickett and Theresa Liewer. \$2000 of the Polk County Grant money was applied to paydown mortgage interest to 7.875% fixed for 5 years.
6. **President's report:** (See Attachment 4) President Liewer reported having represented IGS at the Valley Junction farmer's market. Upcoming events for her include the Urbandale fall festival, a wellness fair at Allied Insurance and a meeting with the State Historical Society of Iowa.

7. **First Vice president's report:** Denise Gripp is absent today. She is in Ft. Wayne, Indiana attending the Federation of Genealogical Societies (FGS) conference.
8. **Second Vice president's report:** Dennis Allen is absent today due to his work schedule.
9. **Region Representatives' reports:**
 - a. **Region 1:** (See Attachment 5) Phyllis Rothlauf reported that Van Buren County focuses on pioneer cemeteries. Louisa County Genealogical Society merged with Louisa County Historical Society and is now known as the Louisa County Genealogical Committee. The Old Fort Society is holding their annual picnic today, so Phyllis is unable to attend. Phyllis states a common problem within these societies is falling membership and inability to obtain officers.
 - b. **Region 2:** Al Neve is absent today due to car problems. No report.
 - c. **Region 3:** Pat Border is absent today. She is also in at the FGS conference in Ft. Wayne, Indiana. No report.
 - d. **Region 4:** Al Miller reports that the Dubuque society is having significant problems. They have a two room office for their collection and the rest is in storage. A merger with the historical society seems unlikely. Black Hawk county has received a large collection of county records books and are beginning to organize them. They do not meet during the summer months.
 - e. **Region 5:** Stan and Fran Jeffers are absent. No report.
 - f. **Region 6:** Vacant, but President Liewer receives the North Iowa Central Genealogical Society newsletters. (See Attachment 6, 2 pages). They had a "No bake, bake sale" in July. At their August meeting, kiosks were set up on dating old photos, starting genealogy and Norwegian genealogy. A talk on "Grass Between the Rails" will be given at their October meeting.
 - g. **Region 7:** Eileen Johnson attended a going away party given for Pat Bernard by Hamilton County. Wright County is working on cemetery and social security records. They have also put together genealogy packets for teachers in the school system. Franklin County presented three programs on three different days at the county fair, including how to locate unmarked graves using dousing techniques.
 - h. **Region 8:** Ted Lussem reported that he communicates with his central Iowa area in person, usually when they are at IGS. He forwards the IGS board meeting minutes to his county groups.
 - i. **Region 9:** Betty Cross reported that Appanoose County will begin re-walking cemeteries when the weather turns cooler. Davis County was pleased to have 60 entries at the county fair, up from 48 entries last year. One of their members has copied early births with index. Monroe County has transcribed and indexed the 1930 census and is planning a cemetery

walk in October. Lucas County is cataloging the holdings of two members who are deceased. Wapello County members attended a seminar for non-profit organizations. Wayne County recently obtained four reader/printers; one is for sale.

- j. Region 10:** Sandra Leininger, absent. No report.
- k. Region 11:** Judy McClure, absent. No report.
- l. Region 12:** (See Attachment 7) Grace Hertz reported that Palo Alto County continue to type the information from the 1934 Old Age Assistance cards for indexing. Humboldt County is selling a 2008 calendar as a fundraiser. Webster County is photographing grave markers, indexing newspapers and copying probate records. Calhoun County continues to record several small cemeteries and gave a generous donation to IGS. Kossuth County is interested in reprinting plat books and finding a computer for their use.
- m. Region 13:** Vacant
- n. Region 14:** Janice Danielson reported that the Storm Lake society has received many books of bound newspapers. They need to find a new building since the historical museum is wanting their space back. Their August meeting was a walk of a cemetery with a picnic. Woodbury County and the Computer Genies continue to be very active. Janice was a judge at the Cherokee County Fair and found the experience interesting and worthwhile.
- o. Region 15:** (See Attachment 8) Adrian Brisee reported that the Carroll County chapter is planning on touring pioneer cemeteries and have educational presentations scheduled for this fall. Adrian is working on reactivating the Nishnabotna chapter.
- p. Region 16:** Linda Abercrombie, absent. No report.

10. Staff reports – library and admin: Billie Murano and Debi Chase, absent. No report.

The board took a 15 minute recess from 12:00 – 12:15 pm.

11. Committee Reports

- a. Newsletter:** Cris Nagla absent. Deadline for October/November newsletter is September 15.
- b. Building:** Ted Lussem reported no new concerns.
- c. Publications:** (See Attachment 9, 2 pages) President Liewer reported that all publications have been scanned so that we can print on demand. The handout was a statement of revenue sharing for the first half of 2007.
- d. Publicity:** Elizabeth Williams reported that the committee is looking for someone in the Cedar Rapids/Iowa City area to publicize in eastern Iowa. We will be getting our activities listed on the East Village website and are pursuing utilizing the Downtown Des Moines website. President Liewer reported that the Marshalltown Visitor Bureau will reimburse us up to one-fourth of our publicity expenses for the fall conference. She is also

pursuing a public radio announcement for about \$300 for one week to advertise the fall conference.

- e. **Grants:** President Liewer reported that this committee is writing a grant application from Principal Insurance; deadline is September 1.
- f. **Events:** Marcia Guffey absent. President Liewer reported that upcoming Family History Month activities in October include open houses, a slumber party (October 19), and a volunteer potluck.
- g. **Library:** (See Attachment 10, 5 pages) Helen Phillips reported that the indexes for the Obituary scanning project and the First Papers/Polk County Naturalizations are ready for our website. The committee was asked to establish rates for copies. Their recommendation is: First Papers – front and back on 1 sheet or and obituary on 1 sheet for a member \$5.00 and for non-members \$7.50; postage and handling costs \$2.50. Ted Lussem made a motion to establish the charges as recommended by the library committee for these scanned images. Al Miller seconded. **Motion carried.** Discussion followed about the need of volunteers to help with cataloging and associated jobs to be done.
- h. **Nominating – Slate of candidates:** President Liewer reported that Betty Cross, Phyllis Rothlauf, Janice Danielson and Grace Hertz have agreed to run for re-election. Judtih Runestad has agreed to run for Region 11. The election committee will meet next week for prepare ballots for mailing.
- i. **Historian:** Margaret Foster, absent. No report.
- j. **Computers, technology & website:** Dennis Davies absent. President Liewer reported that the IGS email glitch of sending an autoreply to the sender that the email did not go through has been fixed.
- k. **Education:** Diane Densmore reported that the fall class schedule was complete. She estimated that about 400 copies had been handed out at the State Fair booth.

12. Old Business

- a. **Endowment fund:** No report.
- b. **Access to Official Records:** President Liewer reported that she will be attending a meeting on September 6 with the Iowa legislature to address this issue. However, we are slated for only 15 minutes at the end of their agenda.
- c. **Hawkeye Heritage:** President Liewer will contact a local IGS member who might be interested in taking over this project.
- d. **Fall Conference:** President Liewer reported that Denise Gripp has this well in hand. However, we have only a couple of vendors signed up.
- e. **LDS Indexing Project:** President Liewer reported that Todd Jensen from the Family History Library in Salt Lake City will hopefully be here next Wednesday to meet about this project. They would like us to index Iowa deaths that are already on microfilm.
- f. **Bravo grant:** President Liewer reported that we will receive this \$1500 paid out over four quarters. This money will be used for mailings to

retirement homes and central Iowa libraries, for shelving we have already purchased, and for publicity for the fall conference.

- g. State Fair:** President Liewer reported receiving good feedback about our booth.

13. New Business

- a. Bank resolution:** President Liewer reported that the authority to sign papers concerning our mortgage needs to be updated. Ted Lussem made a motion to allow Theresa Liewer to sign loan and/or mortgage documents on behalf of the Iowa Genealogical Society. Al Miller seconded. **Motion carried.** President Liewer also recommended that we update the signature card for our checking account. Diane Densmore moved that, Barbara Hug, Theresa Liewer, Margaret Foster, and Ted Lussem be authorized to sign checks for the Iowa Genealogical Society. Phyllis Rothlauf seconded. **Motion carried.**
- b. Appointment – Election Committee:** President Liewer reported that Helen Phillips, Sue Claman and Judy McLain have agreed to be on this committee. It is their responsibility to mail out the ballots and to count the ballots. Al Miller moved that these three members be accepted as the Election Committee. Grace Hertz seconded. **Motion carried.**
- c. Outstanding Chapter/Volunteer – Fall Conference:** President Liewer reported that she would like to revive these awards for presentation at the fall conference. She requested the Region Representatives submit chapter names to her for Outstanding Chapter. Names for Outstanding Volunteer should also be submitted to her.
- d. Resignation of Marcia Guffey – Events Committee Chair:** President Liewer reported that due to family obligations that Marcia Guffey will resign at the end of October.
- e. Use of Polk County Grant funds:** This issue had been addressed by the Executive Board at their July 12, 2007 meeting. No further action needed.
- f. Challenge grant to pay off leases:** President Liewer reported that an IGS member paid off our computer lease and had issued another matching challenge to pay off another lease. Discussion followed for ideas how matching funds might be obtained.
- g. Kossuth Genealogical Society:** Grace Hertz made a motion to accept the Kossuth Genealogical Society, pending the receipt of their application, as a chapter of the Iowa Genealogical Society. Ted Lussem seconded. **Motion carried.**

- 14. ByLaw Revisions:** Helen Phillips reported that this committee has worked 161 hours to rewrite our bylaws. President Liewer reported that to save mailing costs, the bylaws would be posted on the IGS website, with a notice of this being sent with the election ballots. Any member not having computer access would be given the opportunity to request a copy be mailed to them. Copies will be included in the fall conference registration packet for the annual meeting.

15. Calendar: The next meeting of the Board will be November 10.

16. Adjournment: Ted Lussem made a motion to adjourn the meeting. Betty Cross seconded. **Motion carried.** Meeting adjourned at 2:55 p.m.

Respectfully submitted,
Diane Densmore, Secretary
Iowa Genealogical Society