

MEETING OF THE
EXECUTIVE BOARD
OF THE
IOWA GENEALOGICAL SOCIETY

Saturday, July 14, 2007

The regular meeting of the Iowa Genealogical Society (IGS) Executive Board was held Saturday, July 14, 2007 in the IGS library conference room in Des Moines, Iowa.

Present: Theresa Liewer, President; Denise Gripp, 1st Vice President; Dennis Allen, 2nd Vice President; Diane Densmore, Secretary; and Ted Lussem, Representative for the Regions.

Other IGS Members Present: Debi Chase, Margaret Foster, Joan Hanlon, Cris Nagla, Duane Pierce, Elizabeth Williams

1. **Call to Order** at 10:00 a.m. by President Liewer.
2. **Approval of Agenda** – The agenda may need to be amended as the meeting progresses.
3. **Reading and Approval of Executive Committee Minutes from April 21, 2007**
The minutes were distributed to the Board members by email after the April 21, 2007 meeting. Ted Lussem moved to waive the reading of the minutes and approve the minutes as written. Dennis Allen seconded. **Motion carried.**
4. **President's Report** (See Attachment 1) President Liewer reported that we have received significant monetary donations from four IGS members that have helped at a time of the year that is traditionally low in funds. A member from Florida sent a check for \$4185.52, an Iowa member gave \$1000 to fix the reader/printer, an Irish workshop attendee gave a check of \$500 as a match to the challenge program, and an anonymous board member gave \$2,850 to pay off an equipment lease that will save us the monthly payment of \$455. IGS was awarded a \$1500 grant from Bravo Des Moines. President Liewer also handed out IGS brochures at the recent Des Moines Arts Festival and Valley Junction's Farmer's Market. Upcoming events include participating in the Allied Insurance Employee Wellness Fair and teaching a series of genealogy classes at the Robert & Billie Ray Life Long Learning Center at Drake University.
5. **Financial Report** (See Attachment 2 – itemized Profit & Loss, 4 pages; Attachment 3 – compressed Profit & Loss; Attachment 4 – Balance Sheet) Comparing to January-June 2006 for the same time period this year, expenses are up by about \$3000 and revenues are down by about \$14,000. The utility bill is

down exactly \$1000 for the last 6 months because of the insulation of the building and the programmable thermostats. Our taxes are paid and current.

- 6. First Vice President's Report** – Denise Gripp reported about planning for the Fall Conference. She has several break-out sessions speakers scheduled and is seeking more vendors. She has prepared a page with the conference schedule for the next newsletter. Denise will also be attending the FGS Conference in Ft. Wayne, Indiana in August.
- 7. Second Vice President's Report** – Dennis Allen reported he has gathered about 900 signatures on the petition to keep vital records open to the Iowa Legislature. He has also visited the Mid Continent Library and reports that the NGS conference will be held in their new library in May 2008.
- 8. Staff Reports – Library and Administration** – (See Attachment 5, 4 pages)
Billie Murano was absent but had prepared her report. Library attendance is down. Discussion followed about surveying the membership for what IGS could do for them. Diane Densmore reported that cataloging is back on track after earlier health problems in the year slowed that process down. Shirley Munier has begun to inventory the 67 boxes of books donated to IGS. Debi Chase reported that 20 people have signed up for tonight's Slumber Party. Research requests are picking up. We have had requests from Australia, New Zealand and Holland recently. Debi also reported that the FamilySearchLabs.org is a testing website from the Family History Library indexing project. This website is very impressive and IGS might consider different ways of marketing ourselves, because this is a major change in genealogy researching. Membership is holding steady. It is time to do another renewal notice mailing.
- 9. Committee Reports**
 - a. Building Committee** – Ted Lussem reported no major problems. We have rented the West Wing through August 15, 2007.
 - b. Publicity Committee** – Elizabeth Williams reported that it has been suggested pursuing publicity in the Cedar Rapids and Iowa City areas. There was a great article in today's Des Moines Register about tonight's Slumber Party.
 - c. Events Committee** – Marcia Guffey was not present. No report
 - d. Nominating Committee** – Margaret Foster reported that biographical forms have been mailed to the nominees. They had great success in finding people to agree to become Regional Representatives, except for Region 3. All of their work now goes to the Election Committee.
 - e. Historian** – Margaret Foster reported that this is up-to-date.
 - f. ByLaws Committee** – President Liewer reported that this committee will be meeting on August 1, 2007 to consider the suggestions made by the Board at their May 11, 2007 meeting. The revisions will be presented to the Board at their August 18, 2007 meeting.

- g. Library Committee** – President Liewer reported that this committee will be meeting the Friday before the next Board meeting and will make their report then.
- h. Grant/Capital Campaign Committee** – President Liewer reported that they have applied for grants from US Bank, Casey’s and Bankers Trust, but have not received responses yet. Grant applications are in the process of being written for Wellmark Blue Cross Blue Shield and Principal Insurance.
- i. Revenue Sharing** – Dennis Davies was not present. Debi Chase reported that IGS recently received at \$2500 order for publications from the Iowa State Historical Society.
- j. IT/Computers** – Dennis Davies was not present. Debi Chase reported that we now have seven (7) computers for patron use.
- k. Newsletter** – Cris Nagla reported that the deadline for the next newsletter is tomorrow, July 15, 2007.
- l. Hawkeye Heritage** – President Liewer reported that there are on-going problems with getting an issue published.
- m. Education Committee** – Diane Densmore reported that seven (7) Beginning Genealogy 101 classes and one Beginning Internet class have been scheduled for September through December. Theresa Liewer has agreed to teach an Irish Genealogy class. Linda Greethurst has agreed to teach a Genealogy 301 class as well a “Making Sense of the Census” class. Joan Hanlon has agreed to teach a class about Ancestry.com and may pursue a monthly presentation next year on “Knowing Your State in 2008”. The class schedule needs be done before the end of July for the Publicity Committee. A class brochure will be ready for the State Fair booth.

10. Old Business

- a. Endowment Fund** – No report.
- b. Irish Conference** - President Liewer reported the conference had 57 attendees. After expenses, the profit should be about \$500.
- c. Fall Conference** – This report was given by the First Vice President earlier in this meeting.
- d. LDS Indexing Project** – President Liewer reported that she is still waiting for a reply to her last email to LDS. She will send another. Diane Densmore had sent an email to the Board after a trip to the Family History Library where she learned that this project has potential of generating revenue for IGS.
- e. Ancestry Wall** – Elizabeth Williams reported that this project is “on hold” due to health reasons.

11. New Business

- a. Appointment of Election Committee** – President Liewer reported that IGS members: Sue Claman, Helen Phillips and Ted Lussem have agreed to be on the Election Committee. Diane Densmore made a motion to

accept these three members as the Election Committee. Dennis Allen seconded. **Motion carried.**

- b. Use of Donated Funds from Roger Knott** – (See Attachment 6) President Liewer explained the “cash forecast” through September 2, 2007. After discussion, the Executive Board agreed that it would be necessary to use this donation for normal operating expenses.
- c. Use of Polk County Grant Funds** – (See Attachment 7) President Liewer explained our mortgage options for using the \$15,000 grant we received. After discussion, Ted Lussem made a motion to apply \$2000 to paydown interest at 7.875% fixed for 5 years, leaving \$13,000 to pay principal for 7-8 months. Denise Gripp seconded. **Motion carried.**
- d. Mortgage** – This Agenda item was combined with the above Agenda item.
- e. Use of Bravo Des Moines Grant Funds** – President Liewer reported this \$1500 grant would be used to help fund our outreach program to area retirement homes, shelving purchased from Iowa State University surplus store and to market IGS on public radio.
- f. Challenge to Pay Off Equipment Lease** – (See Attachment 8). This item was tabled since President Liewer had not received a statement of payoff from the leasing company.

12. Adjournment – Motion made by Dennis Allen to adjourn the meeting. Ted Lussem seconded. **Motion carried.** Meeting adjourned at 12:30 p.m.

Respectfully submitted,
Diane Densmore, Secretary
Iowa Genealogical Society