

Minnesota Genealogical Society

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MGS Library Saturday November 22, 2003

Present: John Mercer, Tom Lanman, Eugene Menzel, Lynn Besch, Paula Goblirsch, Harold Hinds, Todd Aldrich, David Cross, Wesley Waring, Linda Balk, Jean Jensen, Gay McClellan, Tom Rice, Dixie Hansen, Kent Driessen, Rosalie Schaak, Allan Weinand.

Not Present: Jim Robasse, Kathy Lund, Darlene Joyce.

President John Mercer called the meeting to order at 9:40 after switching meeting rooms due to a scheduling conflict. John explained that the purpose of this meeting was to agree upon and post our ground rules, to meet and greet our prospective board members, to adopt our budget for 2004, to review plans made last March and assess our progress and to set strategic targets for accomplishment by May 15, 2004.

With three new people attending the meeting, we went around the table and introduced ourselves and told a little bit about ourselves.

John Mercer brought up the ground rules he would like to be incorporated into the meetings.

1. Be active participants
2. Be courteous and respectful
3. Take responsibility for the board actions
4. Be patient with each other
5. Be friendly critics
6. Encourage others to participate

We then went around the table to ask what the other members would like to add to the list.

1. People to do what they say they will do.
2. People will challenge assumptions
3. Keep the meetings on schedule
4. Do our best to be considerate of other board members
5. Communicate – It is important to let every one know what is going on
6. Be prepared to offer suggestions.
7. Have 2 or 3 goals to be accomplished during the upcoming year and then do them.
8. Keep the treasurer in the loop, especially now that we will be having a new treasurer.

John reported that Rosalie Schaak has volunteered for one of the three year positions and Kent Driessen has volunteered to accept the position of 2nd vice president. **Harold Hinds moved to accept Rosalie as a 3 year board member and Kent as the 2nd Vice President. Tom Lanman seconded the motion.** The motion was carried with no one abstaining or objecting.

John reported that he would like us to wear name tags at the meetings. He will provide them. He would also like us to use name tents to help us remember who is talking. He has a copy of *Roberts Rules of Order* and will be conducting the meetings as such. John also passed around several forms he felt would help us with taking notes at the meetings. The meetings note sheet will help us fill in what was said, by who, and the actions taken. This will help us remember what happened at the meetings so we do not have to wait till the secretary gets the minutes out. John also asked us to fill out the member information summary and get it back to him by the end of the meeting.

He reported that Beth Mullinax has graciously agreed to give Library training from 9:30 – 12:30 am on the 2nd Saturday in Dec and Jan. This came out of the Branch Council meetings. Some of the branch members were uncomfortable about volunteering to work at the library because they were unfamiliar with the workings of the library.

John wanted to commend Paula Goblirsch on the fantastic job she has been doing with the MGS Newsletter and her other commitments for the board.

John handed out the report for the Minnesota Genealogist and said the first issue should be going to the printer sometime in January.

John mentioned that handbooks had been made up for the new members of the board to help them to better understand the workings of the board and of their positions. If anyone would like a copy of the handbook please contact Linda Balk

John reported that he would like us all to attend the White Elephant Auction after the December MGS meeting. He stated that we should get to know each other outside of “work”. He would also like to have a potluck at his place after the July board meeting. Please mark your calendars.

If you have anything for the January 24, 2004 Board Meeting (Please note change of date from the 2004 Calendar due to a conflict in scheduling) please contact John Mercer.

Linda Balk presented the minutes from the last two board meetings. Tom Rice moved to accept the minutes as read. Tom Lanman seconded the motion. The motion was approved.

Eugene Menzel presented the Treasurer’s Report. Tom Lanman moved to

accept the report. Lynn Besch seconded the motion. The motion was carried.

Gene then presented the proposed budget for 2004, a short explanation of some of the budget items and his recommendations for the budget. MGS membership has steadily declined by about 100 members for the last two years. He has put in the budget for holding our own for 2004. The dedicated fund donations are down. He feels that this might be because of the fund raising letters, that people are giving to the fund raising letters and not the dedicated fund. He has not budgeted for renting any additional space in 2004. He did put in the "Library on line" into the budget for this year but recommends using the money from the " _____ " estate to fund this in 2005.

Gene recommended dropping the State Fair from the budget. This would decrease the predicted deficit by about \$1,400.00. With this recommendation the board started a discussion about the State Fair, some of the reasons for continuing having a booth at the fair are for visibility and political. Some of the issues we need to think about are justifying the expense, maybe having the participating branches pick up some of the expense. We have the booth in the education building which means we can not sell at the booth, maybe we should look into moving to another building where we could sell memberships and publications for both MGS and Branches. We could possibly even have some other items for sale from vendors, who would then help defray the cost of the booth.

Gay McClellan moved that MGS have an exploratory discussion with the State Fair Association about the costs of a booth in a different building. Tom Lanman seconded the motion. The motion carried.

Tom Lanman moved that we approve the budget with the change in Gene's recommendations to keep the State Fair in the budget and have the budget deficit be \$2309.00 and to add soliciting additional funds from the branches participating in the State Fair. Harold Hinds seconded the motion. The motion was carried.

Allan Weinand will look into marketing aspects for the State Fair.

Todd Aldrich presented the results of the planning session from last March. With a short bit of time left we divided into small groups to come back with a couple of the items from the session to implement for 2004 along with the timelines for implementation. These we are to get back to Todd in the next two weeks and he will write them up and bring to the January 24, 2004 meeting.

The meeting was adjourned at 12:30 pm.

Respectfully submitted,
Linda Balk, Secretary