



Indiana Genealogical Society

Board Meeting Minutes

May 2, 2020

10:00 a.m.

Zoom Online Meeting

Call to Order

At 10:07am on Saturday, May 02, 2020, Rhonda Stoffer, IGS President, called the IGS Board Meeting to order using Zoom. This meeting was held online due to state restrictions regarding the Coronavirus.

Attendance

Attendance online: Donna Adams, Diane Brumfield, Sue Caldwell, Lou Ann Clugh, Ron Darrah, Kaye Ford, Susan Heider, Sheila Kell, Michael Maben, Janet Mobley, Marlene Polster, Randi Richardson, Allison Singleton, Rhonda Stoffer, and Curt Skylvester.

Approval of Agenda

MOTION: Donna Adams moved and Marlene Polster seconded to approve the agenda. The motion passed.

Minutes of the Last Board Meeting

MOTION: Lou Ann Clugh moved and Sue Caldwell seconded that the Minutes of the January 25, 2020 Board Meeting be approved. The motion passed.

Financial Report

MOTION: Marlene Polster moved and Sheila Kell seconded the approval of the financial reports. The Motion passed.

Confirmation of the Next Meeting Date

08 August 2020 Plainfield or Zoom

Confirmation of Next Five Meeting Dates

24 October 2020	Fort Wayne
23 January 2021	Plainfield
19 April 2021	Conference/Annual Meeting at Fort Wayne
01 May 2021	Plainfield
07 August 2021	Plainfield
30 October 2021	Fort Wayne

Approval of Executive Committee Action

The following actions of the Executive Committee were approved by consent. The actions were:

- Approved that the April 18, 2020 Annual Meeting and Conference be via Zoom
- Approved the extension of the Zoom license for larger groups
 - Zoom license for up to 100 people is \$230
 - To expand up to 500 people is at a rate of \$25 per month used

Indiana Genealogy Digitization Project

Ron Darrah reported that the digitization project is now ended and that several hundred submissions were added to the IGS data base.

Hendricks County Probate Records Project

Ron Darrah reported that the Hendrick County Probate Records Project is now completed. Rhonda Stoffer reported that the Hendricks County Clerk has requested a copy of the TIFF scans and the return of the original documents. A signed contract regarding these records has not been located. Some believed it might be stored in the Amazon Web Service (AWS). Also seeking the TIFF copies of the records for surnames beginning W-Z that were scanned at Fort Wayne. The PDF version of the W-Z surnames may also be in AWS.

Ron also reported that IGS has loaned on scanner to the Jeffersonville Library and a scanner and laptop to the Air base in Fort Wayne. There is another laptop available for assignment.

IN-Genweb Update

There was no report. There was discussion regarding storage needed by IGS to accept the IN-Genweb data. It was stated that at least 20-terabyte would be needed with ability to expand. Also need to create an index of where data is stored.

There was also discussion regarding File Management and Sharing. It was felt that we need the ability to share files and data among the various officers.

2020 Annual Conference

Michael Maben reported that the 2020 Annual Conference was held using Zoom. There were 120 registered for the event. He issued seventeen LEU's for this event. There was a profit of approximately four hundred dollars (\$400). There was an overall positive response for this event and appreciation for the ability to quickly convert from an in-person event to an online event due to the Coronavirus.

2021 Annual Conference

Michael Maben reported that the 2021 Annual Conference will be held 10 April 2021 at the Allen County Public Library in Fort Wayne, Indiana. We have a signed contract with David Lambert of the New England Genealogical Society. On Friday, 9 April 2021, the ACPL facilities have been reserved for the Society Day activities.

Election Update

Rhonda Stoffer announced that with the adoption of the new Bylaws, the President and Vice-President will be up for election in 2022. The Corresponding Secretary, Recording Secretary, and Treasurer will be for election in 2021. Also, in 2021 will be the Central District Director.

Indiana County Genealogists

Marlene Polster reported that there were no applications, no additions, and no resignations since the last report.

Congratulations to Michael Maben

Ron Darrah announced that Michael Maben was the recipient of a special honor and asked the Board to extend their congratulations. Michael was the 2020 recipient of the Renee D. Chapman Memorial Award for Outstanding Contributions in Technical Services Law Librarianship. The announcement stated:

“Michael is the Associate Librarian for Cataloging and Cataloging Projects and Adjunct Lecturer at Indiana University Maurer School of Law. His distinguished service to technical services and law

librarianship over a period of 30 years has included active roles in both Technical Services Special Interest Section (TS-SIS) and Online Bibliographic Services Special Interest Section (OBS-SIS). Michael has published and presented extensively in local, national, law and non-law venues, and was the managing editor of the Technical Services Law Librarian 2013/14-2018.”

Website Update

President Stoffer reported that the present software used for the website is old not capable of handling our new expectations. The Webmaster has suggested that a totally new website be created which could possibly cost for fifty thousand dollars. President Stoffer then reported that she had been contacted by Dallan Quass regarding a new Beta program that is being created. He is a former web designer with Family Search. He was enquiring if IGS would become a part of this Beta program at no cost to the Society.

MOTION: Susan Heider moved and Marlene Polster seconded that IGS peruse working with Dallan Quass and Heather Henderson on the Content Management System as a Beta project. The motion passed.

Kaye Ford request that a Zoom meeting be held by the IGS Board with Dallan Quass and Heather Henderson to discuss this project.

Ron Darrah proposed that a hold be placed on accepting any collections for the website until a new system is functioning.

Publication Report

President Stoffer reported that the area of publications is under review. It was suggested that a survey could be sent to all IGS members requesting what the membership would like in publications. The area of publications will be under review by a special committee.

Bylaw Changes are now in effect

President Stoffer reported that the new Bylaws went into effect at the close of the IGS Annual Meeting on April 18, 2020.

Standing Rules and Procedures Manual

President Stoffer called upon Curt Sylvester, Chair of the Revision Committee to provide an update and make motions regarding the Standing Rules and Procedures Manual.

MOTION: Curt Sylvester moved and Sue Caldwell seconded that the IGS Board adopt the document, “Standing Rules and Procedures Manual” pages 1 through 17 with the following exceptions:

- Article I Dues and Memberships on page 3
- Article III, Section 3.j on page 10
- Article XII Publications on page 15
- Contracted Positions on page 17

The motion passed.

MOTION: Curt Sylvester moved and Susan Heider seconded that the IGS Board adopt the following wording for Article I Dues and Memberships on Page 3:

Dues for IGS membership shall be as follows:

- A. Individual Membership shall be \$30.00 in U.S. dollars.
- B. Household Membership shall be \$30.00 in U.S. dollars.
- C. Organizations Membership shall be \$30.00 in U.S. dollars.

The motion passed.

MOTION: Curt Sylvester moved and Kaye Ford seconded that the IGS Board President appoint a chair and committee to review Article XII Publications on page 15 and the document “Contracted Positions” on page 17 and that the committee shall prepare new documents to be presented to the IGS Board for approval. The motion passed.

MOTION: Curt Sylvester moved and Susan Heider seconded that the IGS Board President appoint a chair and committee to review the document “Long-Range Planning Committee” and that the committee shall prepare a new document to be presented to the IGS Board for approval. The motion passed.

MOTION: Curt Sylvester moved and Sue Caldwell Seconded that the IGS Board President appoint a chair and a committee to review the document, “IGS To Do List” and that the committee shall prepare procedural recommendations to be presented to the IGS Board for approval. The motion passed.

Reports of Officers and Board Members

Reports had been submitted by email prior to the meeting and were accepted by the Board. Some information provided included the following:

- **FACEBOOK**
 - The IGS Facebook page presently has 6,775 followers
 - Facebook articles should contain an image to get good attention. The image should be either jpeg or PNG
- **LEGISLATIVE COMMITTEE**
 - Funding for a new State Archives will probably not be on the legislative agenda due to the current state of the Coronavirus and state finances
- **WEBSITE**
 - Board members were requested to review the current IGS website for duplications and possible copyright issues.

Adjournment

At 1:50pm, Rhonda Stoffer, IGS President, adjourned the meeting.

Curt Sylvester
IGS Secretary