



Indiana Genealogical Society

Board Meeting Minutes

October 24, 2020

10:00 a.m.

Zoom Online Meeting

CALL TO ORDER

At 10:00am on Saturday, October 24, 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 COVID-19.

ATTENDANCE

Attendance online: Donna Adams, Sue Caldwell, Lou Ann Clugh, Ron Darrah, Susan Heider, Sheila Kell, Michael Maben, Janet Mobley, Marlene Polster, Allison Singleton, Rhonda Stoffer, Curt Sylvester, and Sharon Whetstone.

APPROVAL OF AGENDA

MOTION: Susan Heider moved and Lou Ann Clugh seconded to approve the agenda. The motion passed.

APPROVAL OF MINUTES OF LAST BOARD MEETING

MOTION: Donna Adams moved and Lou Ann Clugh seconded that the Minutes of the August 8, 2020 Board Meeting be approved. The motion passed.

APPROVAL OF FINANCIAL REPORT

MOTION: Sheila Kell moved and Ron Darrah seconded the approval of the financial reports. The motion passed.

CONFIRMATION OF NEXT MEETING DATE

23 January 2021 Plainfield or Zoom

CONFIRMATION OF NEXT MEETING DATES

10 April 2021	Conference/Annual Meeting on Zoom
01 May 2021	Plainfield
07 August 2021	Plainfield
30 October 2021	Fort Wayne
30 January 2022	Plainfield
30 April 2022	Plainfield

APPROVAL OF EXECUTIVE COMMITTEE ACTION

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

- Approved that Michael Maben would book Lisa Louise Cook as the speaker for the 2021 Virtual Conference

CENTRAL DISTRICT DIRECTOR

It was announced that Amber Oldenburg had resigned as Central District Director had resigned and that Ron Darrah had agreed to serve as the temporary Director.

MEMBERSHIP

Allison Singleton led a discussion on needed changes to the IGS membership. There was discussion on the membership classifications. Two changes were made. The discussion on Chapter membership was referred to a "Chapter Review Committee."

MOTION: Curt Sylvester moved and Susan Heider seconded that the individual and household membership be combined and read as follows:

ARTICLE I: Section 1: Dues for Individual/Household IGS Membership

The current dues for an Individual/Household membership shall be \$30.00 in U.S. dollars. This shall only apply to persons living in the same residence with one email address. This is not to be shared with persons not residing in that same residence.

The motion passed.

MOTION: Donna Adams moved and Susan Heider seconded that the Libraries and Archives Membership be changed to read as follows:

ARTICLE I: Section 2: Dues for Libraries and Archives IGS Membership

The current dues for a Library or Archive membership shall be \$30.00 in U.S. dollars. This shall permit librarians to log-in for research. Library patrons shall not be provided log-in information. Librarians may log-in for a patron to do research on site.

The motion passed.

2021 BUDGET

Susan Heider, Treasurer, led a discussion of the proposed 2021 Budget that had been emailed earlier to all Board members.

MOTION: Donna Adams moved and Janet Mobley seconded that the proposed 2021 Budget be adopted as amended. The motion passed. Treasurer will provide Board members with a copy of the amended 2021 Budget.

FAMILY SEARCH PROJECT

President Rhonda Stoffer shared that records in various counties are being scanned and the work continues.

HENDRICKS COUNTY PROBATE RECORDS PROJECT

President Rhonda Stoffer shared that there has been no response from the Hendricks County Clerk.

IN-GENWEB UPDATE

President Rhonda Stoffer reported that, at present, the project is probably dead.

CLOUD STORAGE

Susan Heider reported that investigation continue to find best cloud storage to meet IGS needs.

UPCOMING ELECTION

President Rhonda Stoffer reported that the upcoming election will affect some officers and other leadership. She asked that persons willing to serve on the Nominating Committee to please contact her. The IGS President will appoint the Nominating Committee.

2021 ANNUAL CONFERENCE

Michael Maben reported that Lisa Louise Cooke has been confirmed as the presenter for the virtual 2021 Annual Conference. The four lectures will be:

1. How to Reopen and Work a Genealogical Cold Case
2. The Google Search Methodology for 2021
3. Future Technology and Genealogy—Five Strategies You Need
4. How to Save Your Research from Destruction and Ensure Its Future Survival

Fees for the 2021 Annual Conference have not been set. There was discussion of finding a sponsor to assist in underwriting expenses. A possible sponsor suggested was Vivid-Pix. It was also suggested that the conference be promoted on “Conference Keeper” and social media with ads on Facebook.

INDIANA COUNTY GENEALOGISTS

Marlene Polster reported that information is coming in from the various ICGs. We still have several counties without a County Genealogist.

OURROOTS PROJECT

President Rhonda Stoffer reported that the OurRoots project is continuing and the hope is that it will be in operation by end of the year. Persons are needed to test the process and make suggestions for improvements.

WEBSITE

President Stoffer reported that work continues to update the website. She asked that Board members review and website and report anything that needs to be corrected or updated.

PUBLICATIONS

President Rhonda Stoffer reported that she is posting information to Facebook and that the IGS newsletter is be issued every other month. Ron Darrah is doing the IGS Blog and queries are being posted to the blog and the newsletter. The job description for the Editor of the IGS quarterly is still in process. The next step will be the selection of an editor.

DEADLINES FOR GRANTS, AWARDS, AND NOMINATIONS

MOTION: Marlene Polster moved and Sue Caldwell seconded that the deadline for receiving all requests for grants, nominations for awards and honors, scholarships, and nominations for persons to serve as officers of IGS be changed to December 31 of each year. This change to take effect immediately. The motion passed.

REPORT OF THE REVISION COMMITTEE

Curt Sylvester, Chair of the Revision Committee, guided the Board through a discussion of the proposed changes in the ongoing process of updating the Standing Rules and Procedures Manual. The individual actions are listed below.

AWARDS AND HONORS

Curt Sylvester presented the “Awards and Honors” document that was created by bringing into one document all the guidelines for six awards and honors that were found on the website and in various written documents. The IGS Board approved by consent the “Awards and Honors” document as presented with the amendment of changing the deadline dates from January 15 to December 31. The document was designated to become a part of the “Standing Rules and Procedures Manual.”

REVIEW OF GUIDELINES FOR PUBLICATIONS

MOTION: Curt Sylvester moved and Susan Heider seconded that a Publications Review Committee be created with the IGS President appointing members to serve on this committee to review and update documentation related to IGS publications. It was further moved that the “Guidelines For Article For The Indiana Genealogist” and the “Guidelines For Articles For the IGS Newsletter” be referred to the Publication Review Committee. The Publication Review Committee is to present their report at the next IGS Board meeting. The motion passed.

REVIEW OF THE ELAINE SPIRES SMITH FAMILY WRITING AWARD

The IGS Board approved by consent to refer the “Elaine Spires Smith Family Writing Award” requirements to the Publication Review Committee for updating. The Publication Review Committee is to present their report at the next IGS Board meeting.

REVIEW OF THE DATABASE AWARD

The IGS Board approved by consent to refer the “Database Award” requirements to the Publication Review Committee for updating. The Publication Review Committee is to present their report at the next IGS Board meeting.

REVIEW OF GRANT POLICY

The IGS Board approved by consent to refer the “Guidelines For Grants” requirements to the Grants Committee for updating. The Grants Committee is to present their report at the next IGS Board meeting.

REVIEW OF SCHOLARSHIPS

The IGS Board approved by consent to refer the “Guidelines For Scholarships” requirements to the Scholarship Committee for updating. The Scholarship Committee is to present their report at the next IGS Board meeting.

REVIEW OF NOMINATION AND ELECTION

The IGS Board approved by consent to refer the “Nominations and Election of Officers and Directors” requirements to the Nominating Committee for updating. The Nominating Committee will be appointed by the IGS President and is to present their report at the next IGS Board meeting.

CHAPTER REVIEW COMMITTEE

The IGS President appointed a “Chapter Review Committee” as follows: Sue Caldwell, Marlene Polster, Lou Ann Clugh, Curt Sylvester, and Sharon Whetstone. This committee is to review all aspects related to IGS Chapters and report back at the next IGS Board meetings.

CHAIRPERSON APPOINTMENTS

The IGS Board approved by consent to refer the addition of the words “and is reviewed annually” after the tenure statement for each chair appointed by the IGS President so that it now reads: “Tenure: One (1) year, beginning at the end of the business meeting at the Annual Conference after election and is reviewed annually.”

PICTURES ON THE IGS WEBSITES

The IGS Board approved by consent that there shall be no pictures of officers, directors, chairs, or contracted workers on the IGS Website.

CONTRACTED WORKER PAYMENT

MOTION: Curt Sylvester moved and Ron Darrah seconded that the wording for all contracted positions regarding their payment be changed to “Submit an invoice for payment to the Chair of the Publications Committee. If all work has been satisfactorily completed, the Chair of the Publications Committee shall forward to the IGS Treasurer stating authorization for payment.” The motion passed.

RECORD RETENTION POLICY

There was discussion about the need for the retention of IGS records and the best way to achieve this task. Ron Darrah will provide a report for the next IGS Board meeting.

LIBRARY STAFF SCHOLARSHIPS

MOTION: Donna Adams moved and Marlene Polster seconded that the Library Staff Scholarships be suspended for 2021 due to COVID-19 preventing persons from attending seminar and education events. The motion passed.

ADJOURNMENT

At 3:30pm, Lou Ann Clugh moved and Ron Darrah seconded that the meeting be adjourned. The motion passed.

Curt Sylvester
IGS Secretary