



Indiana Genealogical Society

Board Meeting Minutes

October 30, 2021

10:00 a.m.

Zoom Meeting

CALL TO ORDER

At 10:00 a.m. on Saturday, October 30, 2021, Rhonda Stoffer, IGS President, called the IGS Board Meeting to order using Zoom. This meeting was held via Zoom.

ATTENDANCE

Attendance online: Donna Adams, Diane Brumfield, Sue Caldwell, Lou Ann Clugh, Ron Darrah, Kaye Ford, Susan Heider, Michael Maben, Penny Mathiesen, Janet Mobley, Marlene Polster, Donna Schroeder, Allison Singleton, Rhonda Stoffer, Curt Sylvester, and Sharon Whetstone.

APPROVAL OF AGENDA

MOTION: Marlene Polster moved and Penny Mathiesen seconded to approve the agenda. The motion passed.

APPROVAL OF MINUTES OF LAST BOARD MEETING

MOTION: Sue Caldwell moved and Janet Mobley seconded that the Minutes of the August 7, 2021 Board Meeting be approved as amended. The motion passed.

APPROVAL OF FINANCIAL REPORT

MOTION: Marlene Polster moved and Michael Maben seconded the approval of the financial report to be filed for audit. The motion passed.

CONFIRMATION OF NEXT MEETING DATE

29 January 2022 TBD

CONFIRMATION OF FUTURE MEETING DATES

02 April 2022	IGS Conference (virtual)
30 April 2022	Plainfield
06 August 2022	Plainfield
29 October 2022	Fort Wayne
21 January 2023	Plainfield

APPROVAL OF EXECUTIVE COMMITTEE ACTIONS

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

- The Executive Committee approved changing the 2022 IGS Conference to virtual only.

THANK YOUS RECEIVED

President Rhonda Stoffer reported that she had received thank you notes from the following:

- Friends of the Concord Cemetery for the \$1,000 grant along with pictures of completed project
- Pigeon Roost Restoration

DONATION RECEIVED

Treasurer, Susan Heider, reported that a \$400 donation had been received from Janet Wright through her designated yearend giving. The Board is requesting that an article be included in our IGS media encouraging others to designate IGS as a recipient of their yearend giving.

NOMINATION COMMITTEE

Michael Maben reported that they have had two people agree to being placed on the ballot for new officers. They are Curt Sylvester for President and Sue Caldwell for Vice-President. There is still an opening for Recording Secretary and Director-At-Large. Persons interested in these positions are asked to contact the Nominating Committee.

INDIANA COUNTY GENEALOGIST NOMINATIONS

Marlene Polster recommended the following persons to serve as Indiana County Genealogists:

- Mary Conner for Pulaski County ICG
- Kaylynn Matthews for Porter County ICG

These two positions were approved by the Board.

CENTRAL DISTRICT DIRECTOR

Rhonda Stoffer reported that there is still an opening for the Central District Director. Please contact Rhonda if you know of someone who would fill this position.

CERTIFICATES FOR THOSE LEAVING POSITIONS

Curt Sylvester asked if there was a policy or procedure for providing certificates in recognition of service to those leaving positions on the Board or as Indiana County Genealogists.

MOTION: Curt Sylvester moved and Kaye Ford seconded that Certificates of Appreciation of Service for those leaving positions on the Board or as Indiana County Genealogists would be presented at the IGS Annual Meeting. The motion passed.

MEMORIAL FOR DECEASED

Curt Sylvester proposed that members of the IGS Board and Indiana County Genealogists who die be memorialized. By consent, the Board decided to have a “Time of Memorial” at the IGS Annual Meeting for those members of the IGS Board and Indiana County Genealogists who have died since the last IGS Annual Meeting and that a memorial with their names and service be included in IGS media.

MONROE COUNTY GRANT

Monroe County will hold their Genealogy Seminar on November 20. They had received a \$500 grant for this seminar, but it was cancelled due to COVID-19 restrictions and their grant was extended by the Board. Now that the seminar is happening, the Director sent a request for the funding. IGS Treasurer researched and found that the Monroe County Historical Society had cashed the check and they still have the funds. The Director will check with their business office to secure the funds for the seminar.

PROPOSED BOARD MEETING SCHEDULE

An alternate meeting schedule was presented in response to some requests for meetings to be every other month rather than quarterly. After discussion, the Board decided to leave the schedule as is.

REVIEW OF AWARDS AND HONORS

Curt Sylvester, Chair of Awards and Honors, led a discussion on updating the IGS Awards and Honors. It was discovered that these awards were created prior to any of the current Board members being in positions of leadership. The following is a synopsis of the changes for Awards and Honors:

1. On the IGS Website, move information regarding these awards and honors from the area called “About Us” and create a new area called “Awards, Grants, and Scholarships”.
2. Provide information about each award, grant, and scholarship as it is described in the IGS Standing Rules and Procedures Manual.
3. Place on the IGS website a downloadable version of the newly approved nomination forms for the “Distinguished County Genealogical Service Award” and the “Outstanding County Genealogical Contribution Award.”

4. Change the deadlines on the website for the Awards and Honors nominations to December 31.
 5. On the website, have a listing of all previous recipients of awards, honors, grants, and scholarships. Each year, new recipient's names will be added to the list.
 6. The "Distinguished County Genealogical Service Award" and the "Outstanding County Genealogical Contribution Award" are open for nomination by current IGS members. The approval of the recipient is by the IGS Board.
 7. The "Distinguished IGS Service Award" and the "Outstanding IGS Contribution Award" shall be nominated by at least one current IGS Board member. The approval of the recipient is by the IGS Board.
 8. The "Fellow of the Indiana Genealogical Society" shall be nominated by at least one current IGS Board member. The approval of the recipient is by the IGS Board.
 9. The "Willard Heiss Award" was referred for further investigation and will be discussed at a future IGS Board meeting.
 10. Copies of the documents with approved amendments are attached for review and correction.
- MOTION:** Penny Mathiesen moved and Susan Heider seconded that the Awards and Honors as amended be approved. The motion passed.

FAMILYSEARCH PROJECT

Rhonda Stoffer reported that an update on the FamilySearch Project was included in Meeting Folder. At this time, FamilySearch Projects are in process in eighteen counties. It is hoped that others will begin soon.

HENDRICKS COUNTY PROBATE RECORDS PROJECT

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

GIS PROJECT PROPOSAL

The request from the Monroe County Public Library on their concept of creating an interactive map for genealogical/historical sites such as the one created by the New York Historical Society was discussed. At this time, it does not seem that this is a project for IGS participation.

CLOUD STORAGE

Susan Heider reported that she is continuing to research the best sources for storage and sharing of IGS information. At this time, "Box" would permit uploading IGS documents with ability to share among those who are approved and have the password. She is also researching Google Workspace for emails of those in IGS leadership. Susan also reported on her work to establish IGS email (indgen.org) and setting up a Box.com account for cloud storage. She needs to know who needs access to the account to load documents and file.

MEMBERSHIP MANAGEMENT

Susan Heider reported that IGS currently has 710 members and twenty-six life members for a total of 736. She is reviewing software for management of IGS membership. Susan is setting up an account with Eleo (member management software). It should be seamless and will interface with Constant Contact and QuickBooks. There is a grant where it will be free for six months and then \$39/month for up to 2,000 members.

IGS DOMAIN AND OFFICIAL EMAILS

Susan Heider reported that the domain for our Box account and Board emails will be IndyGenes.org. For example, the "official" Treasurer email would be Treasurer@indygenes.org. All IGS Board member will have an "official" email to use which will also give access to the Box account. This will permit easy transfer of accounts when a new person moves into a position on the Board. Email accounts will also be provided for editors of publications and website.

2022 IGS BUDGET

Treasurer, Susan Heider, had distributed the proposed 2022 IGS Budget prior to the Board meeting for review by the members. There was discussion and some line items changes.

MOTION: Lou Ann Clugh moved and Sue Caldwell seconded that the 2022 IGS Budget be accepted as amended. The motion passed. The Treasurer will send out copies of the newly approved Budget.

Minutes beyond this point were taken by Michael Maben due to Curt Sylvester needing to leave the meeting.

RECORD RETENTION

Marlene asked how long we need to keep the ICG paperwork (among other items).

2022 CONFERENCE

Michael reported on developments. NEHGS decided to not support having their people travel to conferences in 2022, so they gave us the option of delaying David Lambert to 2023 or going virtual with him. The IGS Executive Board voted to have a virtual conference. We want to pursue a sponsorship again in 2022 and then possibly having a donation button on the website for fund raising. Rhonda would like for someone to create an IGS promotional video commercial of approximately one minute.

HISTORICAL FILES

Nothing.

INDIANA COUNTY GENEALOGIST

Two new ones in process.

OURROOTS PROJECT

Rhonda reached out to Heather Henderson.

WEBSITE

Nothing new to report.

PUBLICATIONS

Kaye sent report. The first issue of the revived Indiana Genealogist has been released. On social media, we are working on possibly having a Facebook Live session with a speaker. The question was asked if the articles that were submitted to the Indiana Genealogist before the publication ceased are still available.

NEXT MEETING

Rhonda stated that the next board meeting will be January 29, 2022.

ADJOURNMENT

Lou Ann made a motion to adjourn the meeting, Donna seconded. Motion approved. Meeting adjourned at 2:15pm.

Curt Sylvester with assistance from Michael Maben
IGS Secretary