

**Howard County Genealogical Society
Business Meeting Minutes
September 11, 2006**

Visitors & Call to Order:

Alice Martin, Mike & Peggy Hosea, Susan Koshkarear, Bob & Mary Linegar

President Tracey Morris called the meeting to order and had the guests introduce themselves. There were 26 present.

Minutes: Pam Carter

The minutes were read and approved after a motion by Nancy Fivecoate and second by Diana Duell.

Treasurer's Report: Janice Blanchard

There was no treasurer's report at the meeting. These figures were sent later:

Balance On Hand:	August 7	\$6719.19	
Balance On Hand:	September 11	\$6793.27	
Outlays/Expenses:	\$109.85		Income: \$183.00
Grant:	\$1000.00		Donation: \$1050.44

The working balance is \$4742.83.

Book Committee Report: Margaret Cardwell

All three books purchased as a result of last month's meeting were in and presented to Marcia Ford for the library.

Newsletter Committee Report: Tracey Morris

Diana Duell distributed the newsletters at the meeting. They were mailed to those who live out of town, and those left after the meeting will be mailed. Tracey Morris will take over this position since Diana is moving. The next deadline is in October.

Program Committee Report: Patty Callahan

Janet Winrotte will display her niece's 4-H genealogy scrapbooks next month. The speaker will be Marjorie Powell and the topic will be how to decipher handwriting. Tracey read the meeting dates and places for 2007.

Query Committee Report:

One query about an obituary went to Janice Blanchard.

Publicity Committee Report: Diana Duell

Post cards were mailed and announcements were sent to the newspapers. The announcement was in the Kokomo Tribune and Kokomo Herald, but not the Kokomo Perspective.

Correspondence Report: Tracey Morris

There was an article about the restoration of the Kelley House in Tipton County in the Blast From the Past article in the Kokomo Tribune, dated Wed., 23 Aug 2006. Tracey Morris will get tentative dates for a field trip to the museum there.

A thank you note was received from the library for the donation of the Jamestown book.

The 2007 IGS Annual Conference will be at the new ACPL in Fort Wayne on Sat., April 28, 2007, with Amy Johnson Crow as the main speaker.

GenFest will be held June 9, 2007, at the Marion Public Library from 9-4. It is free to researchers, vendors and organizations.

Library Report: Marcia Ford

Traffic	441	Donations to library	32
Queries	34	Donations to archives	0
Online hits	2379	Transfers	26
Purchases	15	Total Acquisitions	73

Nine people participated in the Genealogy Basics Workshop on September 9. The new Scaling Your Brick Walls class is full and will begin September 13. The next Computer Genealogy Workshop will be held September 21. The annual Silent Auction will be held during the month of October. A list of items for sale will be available on the GLHS website. The DAR will hold another workshop for the public from 10-1 on October 7. Registration for the next Night Owls, which will be held on Friday, October 20, will begin on October 1. The fee of \$12 for members and \$14 for non-members must be paid to hold one of the 20 spots. The September display is Daughters of the American Revolution. It will be Family History Month in October.

Old Business:

Nancy Fivecoate is working on the non-profit status. Information from the Vigo County website was given to her.

The Society will participate in the Clinton County Seminar on October 7. Volunteers are needed to work at the table. Three people from the library are going and there is room for a couple more in the library van. Cost is \$40, or \$45 at the door.

Work sessions were scheduled for Wed., Sept 13 from 4-6 p.m.; Mon., Sept 18 from 7-9 p.m. and Sat, Sept 30 from 1-3 p.m. Marcia gave a list of projects that the GLHS Department needs done, and there are still obituaries and censuses that need to be located for the Cemetery Walk.

New Business:

The nominating committee was appointed: Marcia Ford, Diana Duell and Cindy Stover.

Tracey gave a report of the board meeting:

1. Field trip suggestions: Stan Mohr Library, after a Saturday meeting, maybe in February or March 2007 and the Kelley Museum in Tipton County
2. Program ideas – a. submit brick walls and let Society members work on a couple of them at a meeting or two each year b. let members spotlight a specific county where they have done a lot of research (this does not have to be an Indiana county).
3. Keep track of volunteer hours, separate from volunteer hours for the GLHS Department.

Meeting Adjournment:

Candy Jones moved to adjourn the meeting. It was seconded by Jim Lyons. The door prize, a quarantined sign, was won by Cindy Stover. Pat Tracewell furnished the refreshments for the evening. Volunteers are needed to furnish refreshments in October and November. There are three of the old-style shirts for sale for \$10.

Program:

Patty Callahan introduced the speaker, Bob Linegar, who gave information about Writing a Family History. His main points included:

1. Save your work.
2. Four methods of saving your work include: file box, computer disk, book, DVD.
3. Decisions to make:
 - a. Story – What is your interest, the research you enjoyed the most, your intended use. This will give you the story outline.
 - b. Binding – loose leaf, spiral bound, post binders, book – soft or hard cover. Need to consider how to add updates and security.
 - c. Formatting – organization of material, margins, paragraph style, page numbering, font, etc. Separate files for each family will eliminate page changes when update work but will produce separate indexes that must be combined.
 - d. Production – type of paper (use acid free), black & white or color, self-print or commercial, one side or two