

**BIGWILL**  
Minutes to Board Meeting  
Nippersink Library, Richmond, IL  
21 August 2004

Present: Peg Gleich, Dan Kane, Dave Dexter, Margaret Kurzynski, Rollie Littlewood, Susan Sincere, Jackie Torrance.

Meeting was called to order at 10:16 am.

**Minutes of last meeting.** In lieu of a board meeting for the month of June a working committee meeting was held on Monday 7 June 2004 at 9:30 am at the Nippersink Library to work on the final draft of the Revised Bylaws. There were no minutes taken at that meeting; however, all correspondence and changes have become a part of this report.

**Treasurer's Report.** Margaret Kurzynski reported that there is \$1,075.69 in the treasury along with some member dues checks (2004) to be deposited. It was noted that the additional reminder to members of unpaid dues brought in more dues that were outstanding. Peg recommended that membership dues should have stronger stress made at the November member meeting to encourage early payment. Recommendation was made to start in October so that the Treasurer is not overwhelmed. It was noted to start dues announcements in the September issue of the newsletter.

Peg indicated that a financial review similar to an audit was discussed with Margaret Kurzynski, Jackie Torrance and herself. The review should be conducted by board members other than the treasurer. Peg recommended that Rollie Littlewood and Dan Casey would be good candidates to conduct the review. Questions were raised about how far back the review should go. Margaret indicated that she has about two years of receipts and bills from Joan (Georgick) but not all of the bank statements. Contact people for past records are Maryella Strane and Joan Georgick. It was decided to contact them. Rollie suggested that he and Dan could meet on Sunday, 19 September as he will be in the general area of Chicago.

**Library Report.** Two copies of *Robert's Rules of Order, Newly Revised* were given to Susan Sincere for BIGWILL identification stamping and one copy each was given to Peg Gleich and Jackie Torrance for reference use. The bill was submitted to the Treasurer for reimbursement. Three new books have been added to the BIGWILL library collection.

**Old Business**

Susan Sincere met with Kathy, the Nippersink Library contact person. The items discussed were:

1. clarifying that any BIGWILL publications which are housed in the library will continue to be the property of BIGWILL and not become part of the Nippersink Library's property
2. contract to be signed and dated. The old agreement had no signature. The old agreement was never presented to the Nippersink Library Board. The current proposed contract will be presented to the NPLD Board at their September meeting. The proposed

contract was read aloud to the rest of our board members. Change to the contract was suggested as follows: "If NPLD were no longer willing to house BIGWILL material or if BIGWILL were to decide to remove the materials from the library shelves, one group must give a ninety (90) day notice to the other." Further change was to make two sentences of the above. Note of change to "BIGWILL will encourage NPLD to add genealogical materials to the NPLD collection and the society will keep the library abreast of new publications that might be included in the NPLD collection."

3. Periodicals beyond a certain date will be moved to a "magazine only" section due to overcrowding of shelves for genealogy with a note on shelf that additional magazines are available in the other section. Eventually we could distribute older issues to our membership.
4. Volunteers have been assigned for the rest of 2004. Staffing is made up of one volunteer and Susan Sincere.
5. The original copy of the contract is to be filed with the Secretary.

Jackie Torrance moved to accept the revised contract with Nippersink Public Library District to be sent to their board. Seconded by Rollie Littlewood. Motion carried.

### **New Business**

1. Genealogy display to be done in one of the showcases at the NPLD. Peg suggested to Kathy that Family History Month would be an appropriate time. Peg suggested that both cases be used, one for general genealogy and one for British Isles.
2. Research book recommendations requested by Dave Dexter to be included in the newsletter. Request for list of categories and titles from Mary Storbeck's presentation to be included in newsletter.
3. Newsletter.
  - a. Rollie suggested that some information from the BIGWILL newsletter could also be incorporated in the Wisconsin State Genealogical Society newsletter for which he is the editor. It was suggested that Sandra Luebking could give advice on reprint ethics.
  - b. Newsletter Printing. Discussion: Question was raised about why the lead time is so long between the time when it is delivered to the printer via email and the time when it is received by the membership. Peg asked Margaret for a copy of the last bill and will call the printer for an explanation. Topic is to be reviewed at the October Board meeting
  - c. Printing by Dave to be considered as separate issue from BIGWILL position.
  - d. Predictions for the numbers of newsletters to be sent out have been reduced.
  - e. Electronic newsletters will continue to run concurrently with postal mailing through this current year as a back-up for print copy.
  - f. Policy for new members is to receive back issues of current year.
  - g. Dues recommendation: a two-tiered system. Rollie suggested that five (5) dollars be deducted from dues for those members who elect to receive the newsletter by email rather than postal mail.
    - i. Rollie is to write an article on how to get the newsletter electronically.
    - ii. Rollie is to write an article on email etiquette.
4. Focus of BIGWILL research.

- a. Peg raised the question of joining ISBFHS of Greater Ottawa (Canada) to receive their publication *Anglo-Celtic Roots*. The cost would be \$25.00 Canadian. Rollie stated that our focus has always been on the British Isles from the ancestral view and not on any Canadian connection. He suggested that the table of contents of the publication be put on the website as a sample.
  - b. Policy of BIGWILL is to not accept any entries for non-British Isles research. Exception was made for any donations to the library collection.
5. Programs
- a. Bob Hecht will be doing program on British Isles.
  - b. H. Clark Dean will do a program on genealogy certification
  - c. January 15<sup>th</sup> meeting – members with topic tables for question and answer as well as research books.
    - i. Scottish table hosted by Maureen Brady or Jackie Torrance
    - ii. English table hosted by Dan Kane or Ann Wells
    - iii. Computer table hosted by Rollie Littlewood
6. Attendance at other workshops/conferences
- a. Peg and Dave to attend Leaders Workshop
  - b. Rollie – WSGS
  - c. Jackie to attend FGS Conference
7. BIGWILL workshops
- a. Sherry Irvine program in 2005
    - i. Information on website
    - ii. Vendors- Storbeck's and Origins; Sherry may bring her own books
    - iii. Facility and speaker contracts are firm
    - iv. Publicity-get date publicized and contact vendors with details to follow later. Notify national publications also.
8. National Genealogical Society
- a. Question: should BIGWILL join NGS for their publications?
  - b. Discussion: Not appropriate for the BIGWILL library collection.
9. Newberry Library
- a. Do we have BIGWILL flyers at the Newberry Library?
  - b. Ask Grace De Mille at the Newberry Library.
  - c. Rollie to inquire about the number of BIGWILL flyers we have on hand first.
  - d. Dan to contact Anne to mail them to him to be delivered to the Newberry.
10. New membership packet
- a. Karen Morrison to provide Dan Kane with list of materials in the packet.
11. Bylaws to be presented to membership at the next general meeting. It was moved and seconded to do so. Motion approved.

12. Nominating Committee

- a. Ann Wells to act as chair.
- b. Ann to select two others to be on her committee and under new Bylaws the Board will approve them.
- c. Positions for Rollie Littlewood and Prudy Sullivan are up for election as well as 1<sup>st</sup> Vice President. Topic was tabled for further discussion at the October Board meeting.

13. Newsletter. Suggestion of a question and answer column

14. Fundraisers

- a. Totebags
- b. Bakeless bake sale

15. Not for Profit Tax Status

- a. We need a Letter of Determination.
- b. Have we been determined as a charitable organization?

15. Miscellaneous

- a. Do we want to do a BIGWILL Scottish Genealogy Group project to index Chicago cemetery burials?
- b. Dan Kane will get the Illinois State Genealogical Society for BIGWILL to consider.
- c. Margaret Kurzynski favors the LDS CD ROMs of the 1851 census and a collection of other CDs from the LDS to be purchased with her monetary donation.

Meeting was adjourned at 1:19 pm.

Respectfully submitted,  
Jackie Torrance  
Secretary