

## **BIGWILL MEETING 8/9/2014**

**Present:** Maureen Brady, Al Munn, Marge Zook, Dick Gilbert, Rita Sullivan, Arlene Basten, Roger Higgs, Karen Glass.

Maureen called the meeting to order at 9:10 am

### **TREASURER REPORT:**

Dick presented his report and stated that he prefers not to provide paper copies of the treasurer report in an effort to save trees. Alternatives suggested were emailing the files to the board members, or using Dropbox, or Google + to share / view the file.

Several Board members stated that they didn't feel a need to see the detail of the treasurer's information in hard copy and that a verbal report from Dick at the board meeting was sufficient.

PayPal – PayPal takes 3% of each transaction if used.

Contribution to church ladies for September donation – Roger mentioned that we paid \$10 / plate last year. It is unknown if the church is aware that this is being planned. If they're unable to do this, it was mentioned that box lunches could be used. Maureen will follow up with them to check on the status of this.

Maureen will also follow up to see if BIGWILL members were previously charged for this luncheon and if so, how much. Marge suggested that BIGWILL pick up ½ of the cost of the luncheon for members. However, distant members would lose out on this perk. It was suggested that BIGWILL not subsidize this but perhaps do so for the 25<sup>th</sup> anniversary.

### **MEMBERSHIP:**

Al Munn reported that we have 100 members. Last year we discussed providing new members a welcome letter informing them what they will receive as a member. This includes the Newsletter, growing research library, etc.

Marge volunteered to draft a welcome letter for new members. This is due by the next board meeting. She agreed to provide this in advance of that and send to board members for approval.

### **LIBRARIAN:**

One is needed. Marge is currently doing this. An ideal person would live in the McHenry area since the BIGWILL genealogy collection is currently kept at the McHenry Library.

Maureen said she would put together an article of new library additions if Marge could supply her this information. Marge will give Maureen this information so she can prepare an article for each newsletter. Karen suggested also including pictures of the library donations for the newsletters.

### **HISTORIAN:**

Maureen Brady mentioned that the BIGWILL 25<sup>th</sup> anniversary is 3years out (2017).

BIGWILL newsletters are PDF docs that are searchable so there doesn't appear to be a reason to index these. Dick suggested testing to see if they are every word searchable to determine if indexing needs to be done. Karen suggested that Rollie test this.

There was discussion on how to entice some charter members to provide information memories of the early years. Karen suggested sending them a form with questions and SASE. Maureen will provide a short questionnaire to send to the charter members.

### **NEWSLETTER:**

Member, Peggie Gliesch (sp) in a nursing home with no email. She has asked if the newsletter could be mailed to her via USPS. It is uncertain how long she'll be in the nursing home. Since she's a former president and charter member this will be provided free of charge.

- Dick moved that we approve this, Roger 2<sup>nd</sup>. Motion passed. Karen will take care of getting this to her.

Marge suggested that we select 2 contiguous copies of our newsletter to the FGS competition for award consideration since we haven't done this for some time. Maureen suggested checking with ISGS, Ill Wisc Gen, NGS, etc. as they also submit a newsletter for consideration from FGS. Roger Higgs is supposed to submit the newsletters to NGS and maybe other groups.

- Marge made a motion that we enter our newsletter for competition and make the selection of which issues are submitted. Roger 2<sup>nd</sup>. Motion passed.

## OLD BUSINESS

### 1. PayPal and new email account

We need to wait for Rollie to address this.

2. New email address is [bigwillgen@gmail.com](mailto:bigwillgen@gmail.com). Dick will check into the details with the bank about taking credit cards for payment. Maureen suggested referring to Dick Eastman articles on using PayPal as a reference.

### 3. Annual NARA contribution:

It was discussed whether we are we going to continue to make this annual contribution and how are we going to fund this. Should the money be taken from treasury or ask for members for contributions?

Dick – said a check for \$50 has already been sent to NARA. FGS suggests that each society donate \$1 per member to the fund each year. This money goes to them to help fund the microfilming of general interest items. Rita suggested that an explanation be put in the newsletter explaining what this is for since members are probably not aware of what it is. Maureen agreed to write a blurb for the newsletter explaining the reason / history of why this contribution is made.

Maureen will also add the explanation of what NARA and the donation jar is for to her meeting announcements.

- Dick made a motion that we donate a minimum of \$100 each year to NARA a check to be written in December annually. Roger 2<sup>nd</sup>. Motion passed.

It was decided that we discuss the donation amount annually as the membership total changes and adjust our contribution accordingly.

### 4. Improving the Awareness of BIGWILL:

Maureen will contact other genealogy societies and ask them to add our link to their website. Karen will also provide a logo that they can use.

Al Munn suggested placing an advertisement in the Highlander magazine. Maureen will investigate the cost of that.

It was mentioned that BIGWILL used to have a library network which has dropped off. It was suggested that we have a publicity chairman to help get the word out. This person(s) would provide links to libraries and genealogy societies. Prepare press release and publicize them in newspapers. Send emails, etc.

It was decided that we need to create a new updated list. This will be done by Rita who will research and gather newspaper contacts, Arlene will create a list of genealogy/ historical societies, and Maureen will develop the library contacts. Maureen will also figure out how to get our link onto the county Genweb lists in northern Illinois, southern Wisconsin, NW Indiana, and Michigan.

Maureen, Rita and Arlene should update the board as progress is made since no board meeting will be held in September.

5. **Policy and procedures book:**

Maureen suggested that instead of having a formal Policy and Procedure book that we operate using our bylaws which are posted on the website for anyone to read as our guidelines.

- Rita made a motion that we don't need a policy and procedure manual and that we can operate using our bylaws. Dick Gilbert 2<sup>nd</sup>. Passed.

**NEW BUSINESS:**

1. Maureen presented Dick with a letter from Lisa Madigan saying we didn't file our Annual Report for the fiscal year ending December 31, 2013 form. They now want \$100 late fee. Dick said it had been paid and will check to see if the check has cleared.
2. Maureen presented a letter regarding the Insurance policy renewal for officer's errors and omissions. Liability for the society so the directors are not liable in case that someone sues BIGWILL. Dick will look into this.
3. **2015 Dues** – The price of the current dues was discussed.
  - Dick made a motion that we do not raise the dues but discuss it next year. Marge 2<sup>nd</sup>. Motion passed.

Item for discussion - Karen brought up raising the cost of printing/ mailing the newsletter from \$9 to \$10 due to mailing costs. Several members thought that the \$9 was already high to mail an 8 page newsletter via USPS. Maureen will find out if they can be copied at her office and we could reimburse them for this to save \$\$\$. This will be tabled while Maureen checks on this and looks for alternative options.

4. **25<sup>th</sup> Anniversary 2017**

Questions were brought up including:

- Do we want to do a special fund for this program?
- Do we want to budget for this starting now?
- Do we want to consider getting a nationally known speaker?
- Should we build cost of the service into the cost of the program?

- Motion made by Marge that we have a 25<sup>th</sup> celebration program and that we have a nationally known speaker. Dick 2<sup>nd</sup>. Motion passed.

We'll discuss at the November board meeting who the possible speakers might be and when this program will be held. September is the anniversary month. Bring suggestions for speakers to the next meeting.

5. **Nominating Committee**

- Need: 2<sup>nd</sup> Vice President for programs whose main responsibility will be to publish information for meetings since the program ideas are decided by the board.
- Need a replacement for Linda Robertson, Director
- Also need to fill another vacant Director position.

6. Afternoon session was about future program topics.

Minutes submitted by:  
Arlene Basten  
Secretary