

MANITOBA GENEALOGICAL SOCIETY INC.
E – 1045 St. James Street
Winnipeg, Manitoba R3H 1B1

REPORTS

August 1, 2011 – July 31, 2012

for

ANNUAL GENERAL MEETING

October 20, 2012

Manitoba Genealogical Society Inc.
E – 1045 St. James Street
Winnipeg, Manitoba



MANITOBA GENEALOGICAL SOCIETY INC.
ANNUAL GENERAL MEETING

E – 1045 St. James Street, Winnipeg, Manitoba
1:00p.m., October 20, 2012

AGENDA

	Page
1. Call to order	
2. Approval of agenda	
3. Approval of minutes of previous Annual General Meeting of MGS, Oct. 1, 2011	1
4. Business arising from the Minutes	
5. Reports	
5.1 MGS President	2
5.1.1 Beautiful Plains Branch	- K. Stokes 2, 12
5.1.2 Southeast & Winnipeg Branch	- D. McGillivray, Treas: V. Deacon 3, 13
5.1.4 South West Branch	- V. Braid, Treas: S. Wellman 4, 15
5.1.5 Swan Valley Branch	- E. Burch, Treas: V. Privat 4, 16
- E. Neufeld, Treas: H. Ellingson	
5.2 Vice-President Administration	5
5.2.1 Library	- V. Braid 5
5.2.3 Research	- M. Bole 6
5.2.3 Membership Services	- J. Rutherford 6
5.2.4 Special Projects	- J. Butcher 6
	- S. Fields 7
5.3 Vice-President Communications	7
5.3.1 <i>Generations</i>	- L. White 7
5.3.2 Outreach & Education	- D. Farmer (in above report) 8
5.3.3 Publications	- B. Curtis 8
	- S. Wilson 8
5.4 Vice-President Information Technology	10
5.4.1 Computer	- G. McBean (in above report)
5.5 Vice-President Finance	- Vacant
5.5.1 Fundraising	- J. Roe 11
5.5.2 Grants and Applications	- L. White 11
5.5.3 MGS Treasurer	- R. McLellan 18
6. Approval of Financial Statements	
7. Appointment of Auditors	
8. Ratification of Executive & Council decisions for year 2011-2012	
9. New Business	
9.1 Amendment to Constitution	17
9.2 Preliminary report from the Future Planning Session	
10. Report of the Nominations Committee	- D. Dumanski
11. Election of Officers	
12. Awards: Jonasson and Cox	- J. Rutherford
13. Date of 2013 Annual General Meeting	
14. Adjournment	

Manitoba Genealogical Society Inc. Annual General Meeting

Silver Heights United Church
199 Garrioch Avenue, Winnipeg, Manitoba
1 October, 2011

Present: Kathy Stokes, Linda White, Kelly Southworth, Louisa Shermerhorn, Susan Wellman, Sheila Woods, Eleanor Burch, Marilyn Clayton, Shirley Erskine, Daryl Dumanski, Dennis Lyons, Pauline Haley-Lyons, Virginia Braun, Bev Smith, Joyce Elias, Judith Roe, Bob Stokes, Sari Fields, Aleta Foreman, Mary Bole, Rick McLellan, Kathleen Kristjansson, Virginia Braid, Pat Sundmark.

Meeting called to order at 4:15pm

1. Approval of the Agenda: Moved: Joyce Elias, seconded: Kelly Southworth.	CARRIED
2. Acceptance of the minutes of AGM 2010: Moved: Gord McBean, seconded: Mary Bole.	CARRIED
3. Business Arising: there was no business arising from the minutes.	
4. Reports: Attached	
a) President's report: Kathy Stokes: Accepted as submitted and distributed. Moved: Kelly Southworth seconded: Sheila Woods.	CARRIED
b) Branch Reports: Accepted as submitted and distributed. Moved: Virginia Braid, seconded: Eleanor Burch	CARRIED
c) VP Administration: Vacant. Reports of Library, Membership, Research: Some periodicals have been cancelled for lack of use. Life memberships have been discontinued. New members packages are now available via e-mail. Plans are to eventually pay membership fees by PayPal if you wish. Accepted as submitted and distributed. Moved: Bev Smith, seconded: Kelly Southworth.	CARRIED
d) VP Communications: Debbie Clark: Reports of <i>Generations</i> and Outreach: Moved: Rick McLellan, seconded: Susan Wellman.	CARRIED
e) VP Information Technology: Gord McBean: Accepted as submitted and distributed. Moved: Kelly Southworth, seconded: Mary Bole.	CARRIED
f) VP Finance; vacant. Treasurer: Rick McLellan: Donations are up. Many toward new computers. Income exceeding expenditures this year. Accepted as submitted and distributed. Moved: Rick McLellan, seconded Bev Smith.	CARRIED
g) Appointment of the auditors. Moved: Rick McLellan, seconded: Kelly Southworth "that we appoint the same auditors as last year to perform the financial review".	CARRIED
5. Ratification of Decisions made by Executive and Council for the past year: Moved: Susan Wellman, seconded: Gord McBean	CARRIED
6. Amendments to the Constitution: Special meeting will be called before Council.	
7. Report of the Nominating Committee: Attached	
8. Election of Executive for 2012: Moved: Daryl Dumanski, seconded: Susan Wellman " that the nominated slate of officers be our Executive for 2012". President: Kathy Stokes Vice-President Administration: Virginia Braid Vice-President Finance: vacant Vice-President Information Technology: Gordon McBean Vice-President Public Relations (to be Communications with constitution amendment): Linda White	CARRIED
9. Date of AGM 2012 to be decided at a later date.	

Meeting adjourned 4:50 pm.

Respectfully submitted, Pat Sundmark, Secretary

PRESIDENTS' REPORTS

MGS

President: Kathy Stokes, MGS #125

Since our last Annual General Meeting in 2011, MGS has been a very busy organization and as a result you will continue to see, in the coming months, better home access to our many indexes currently available only on computers in our library. We have also made a significant beginning in reaching out to youth who are interested in family history by providing electronic copies of *Generations* to selected high schools, both in Winnipeg and in the towns where our branches are located. If this pilot project is successful, it will be expanded to more high schools. As well, representatives from MGS have been kept busy visiting various retirement homes and other groups who request that we talk to them about our exciting hobby.

Changes that you may have noticed have taken place within our library and office. Procedures have been streamlined and computer usage is more apparent, particularly in the membership services area. The library is being rearranged to make it easier to locate desired books, maps etc. More and more CDs have been added to our collection. A significant donation of information was given to MGS by the Portage la Prairie Library in the form of copies of more than 20 years worth of Portage newspaper obituaries. Our computer resources continue to grow, thanks not only to our own volunteers, but also through contributions from outside groups who are aware of our ongoing cemetery transcribing program and who allow us to have copies of their records.

A new endeavour we undertook this past fall was a half day course given by MGS volunteers to the employees of the Office of the Public Trustee to assist them in their work locating heirs to estates. As well, we held a conference call with members of Age and Opportunity programs who were unable to come to our office or who were from remote areas within the province.

All of these things are positive in their direction and help fulfill our mandate of providing genealogical services throughout the province. However, there are grey clouds hovering over MGS and they could quickly turn to black. I refer to our financial situation. For several years, we have been running a deficit and this problem must be addressed. A Financial Review Committee was formed in January and spent a great deal of time going over our spending habits and making recommendations for use of our funds, including our savings. These are being implemented now. A Future Planning Session scheduled for mid-October will further address these issues as well as our upcoming lease renewal.

During this past year, I have been supported by an excellent executive. Thank you so much to Ginny Braid, Linda White, Gord McBean, Rick McLellan, Pat Sundmark and Joan Whiston who probably attended more meetings than they had ever bargained for. They were assisted by all the committee chairs who have led their respective groups to produce the fine services and advice our patrons receive. The many volunteers who back up all those I have already mentioned are owed a great deal for representing MGS in so many capacities and for doing their jobs so well. Altogether, with our branches, we are a fine organization and we represent the genealogical community in Manitoba in the best possible fashion.

BEAUTIFUL PLAINS BRANCH

President: Don McGillivray, MGS #4342L

The Beautiful Plains Branch of the Manitoba Genealogical Society is maintaining a membership of 30 plus members and has a turnout of 12 to 15 at our meetings. We meet the third Wednesday of each month at 7:30 P.M. at our office in *Access to Books*.

Our meetings this past year consisted of speakers, workshops and round tables; we have had some interesting meetings. Ruth Slezak talked on restoring old photos, Bill McCracken talked on dating old photos. Some of our members have traveled to do research and attend seminars and gave reports on their findings when they returned. We had a lot of discussions this year on DNA and three of our

members had their DNA done. We had a few round table evenings, with our membership having a chance to tell about their research. These meetings seem to go the longest.

Norma Forsman looks after our newspaper project (Obits) and our cemetery project and things are going well with them and are all but finished, just doing the ongoing up dates. Maxine Woodcock is doing a great job with our library and we appreciate the help we get from Mary Bole. Carol Bray does a fine job on our newsletter and spends a lot of time researching articles for it. We appreciate all the hard work these and other members put in to keep our genealogy group going and interesting.

We hope to have a good upcoming year with some exciting things planned.

Our executive:

Chair: Don McGillivray

Secretary: Norma Forsman

Publicity: Len Kaspick

Newsletter: Carol Bray, Louise Oman

Vice Chair: Hector Swanson

Treasurer: Vic Deacon

Library: Maxine Woodcock

Phoning: Ruth Kaspick

SOUTHEAST & WINNIPEG BRANCH

President: Virginia Braid, MGS #868

At The Branches AGM on May 14, 2012, the following were acclaimed.

President: Vacant

1st Vice President: Gord McBean

2nd Vice President: Jim Oke

Treasurer: Susan Wellman

Secretary: Vacant (Susan Thorpe, see below)

Councillors: Katharine Schulz and Sheila Woods.

Past President: Virginia Braid

During the Branch Executive Meeting on June 4, 2012, Susan Thorpe was selected as Branch Secretary by the executive. The membership will be asked to ratify this decision at a general meeting Sept.17, 2012.

On September 30th and October 1st, 2011 the Branch hosted the Society's 35th Anniversary Seminar – "It's All Relative". The keynote speaker was Dave Obee with a host of other local experts as presenters. A profit of approximately \$3,664 was obtained. From this profit, \$1,200 was used to purchase resources for the Library and for equipment for the Computer Committee. The Branch also earmarked a further \$1,200 of the Seminar profits to pay for the subscriptions to Ancestry.com and Newspaperarchives for the 2012-2013 and 2013- 2014 years. The Branch was very honoured to have the privilege of hosting the Seminar on MGS' 35th Anniversary.

The Branch continues to pay the annual Internet fees for MGS.

The Wednesday Night Library duties and schedules are coordinated by the Branch from September to June. But the main focus of the Branch is providing educational genealogical programs. A Programming Pamphlet was introduced last year that outlined the full year's schedule. This upcoming year the Branch has planned a very active program. Special Interest Groups such as "12 Heads are Better than 1", and Computer sessions, along with tours and the general presentations are all noted in our new program brochure. As an extra bonus the Branch will also be offering a 4 evening introductory course, "Growing Your Family Tree" in October, 2012 through the St. James School Division's Continuing Education Department. The facilitators are Kelly Southworth and Gwen Pedersen, former executive members of the Branch. Thanks go to our tireless phone caller, Lynn Francis, who keeps members without Internet access informed about Branch programs and provides reminders when membership fees are overdue.

Lastly, we would like to thank the retiring executive members, Gwen Pedersen, Kelly Southworth and Dave Sutherland. They have all served the Branch with dedication and enthusiasm. We wish them well in their new endeavours.

SOUTH WEST BRANCH

Secretary: Eleanor Burch, MGS #2252

The South West Branch has had a busy year with 12-17 members attending the regular meetings, including a few visitors and new members. Many of our regulars live outside Brandon, so we do appreciate the effort they make to attend. We began last fall with a tour of the Carberry Plains Archives. Archivist, Penny Shaw, showed us what was available and provided treats for us when she was finished. We covered a range of topics at our regular meetings, from the census, to land titles, familysearch.org, a Valentine's Day theme (love stories), the War of 1812, information available from funeral homes and a visit to the Chapman Museum which included a potluck supper. We had guest speakers for some and member participation for others.

The Margaret E. Goodman Memorial Library, located in Knox United Church, is staffed every Monday afternoon, holidays excepted, with a rotation of members. Although not heavily used by our members, our staffers use the time to organize the contents and to index newspaper obituaries.

At our AGM in March/April, we welcomed Janice Cameron as our new Treasurer and thanked Vivian Privat for the many years she put into that position. Without willing volunteers, organizations like ours couldn't function.

Our annual Heritage Dinner was held on May 2 at Margo's Grill. After a wonderful meal, we enjoyed Felix Kuehn's presentation of "Six Degrees of Separation." At this event, the Ruth Tester Award was given to two members. Gladys Patmore, a long-time member, has been clipping obituaries from local papers and sending them to the South West Branch for many years and continues to provide assistance from her residence in the Melita Lodge. Jack Dodds was also honoured for his efforts doing research, serving on the executive, publishing the Newsletter, etc.

Sheila Shearer has organized several expeditions to rural cemeteries for the purpose of transcribing tombstones. Volunteers bring their lunch and make a day of it.

Our newly designed web site went on-line this year. For this, we are indebted to Sheila Shearer and Barb Andrew who collaborated with the person who does this work. We think the new site looks great. Some content is available to members only, at this time mainly minutes of meetings and *The New Leaf*.

SWAN VALLEY BRANCH

President: Eric Neufeld, MGS #2410L

The Swan Valley Branch has completed another successful year. We are located at the North-West Regional Library at 610 – 1st St. N. in Swan River. Our meetings are every 2nd Tuesday of each month at 7:00 p.m. Our branch takes a summer recess for the months of July and August of each Year.

Every year it becomes clear to our Society that many local history books are becoming rare and in some instances, extinct. We are hopeful that by attending local back yard sales and auctions that we are able to find old local history books, bibles, or any "old " maps of our area.

One of our members, Helen Ellingson, continues to "clip" and index the local newspaper *Star and Times* for obituaries, births and marriages. We submit this to MGS on a yearly basis.

This year one of the highlights was to respond to a query from a teacher of an Elementary School in rural southern Manitoba – inquiring if we might be able to help one of her young students find some family history from Benito. We replied with information from a local history book that brought a very rewarding response and this young man has now enough leads for further family research. This is just one of many queries that we receive each year and having our office in the library brings many visitors, who stop in Swan River on vacation or are just passing through, to attend a meeting with many questions.

In closing, we continue to acquire and preserve any historical documents that may assist anyone tracing his or her ancestors in the Swan Valley.

ADMINISTRATION REPORTS

VICE-PRESIDENT

Virginia Braid, MGS #0868

Under the umbrella of Administration are the following services: Library, Research, Membership Services, and Special Projects. These committees will give their own reports. Office Management is also under Vice President Administration, but we do not have an Office Manager so there is no separate report for this area.

MGS is well served by its many volunteers. This past year I counted 57 individual volunteers that, on a regular basis, have helped MGS in promoting genealogy in Manitoba. Our volunteer count pages show that from August 2011 to July 2012, these people logged in 1,796 times at the MGS Resource Centre, for a total of 7,311 hours. The Library serviced 835 in-person patrons. We also dealt with 392 phone calls. Incoming mail tallied 1,142 and our e-mails 291. There were 57 research requests.

This past year Administration has been attempting to update all old forms, the volunteer handbook, emergency contact forms, our information sources on the Rolodex and the Key Handout booklet. The first aid kit was also restocked.

We obtained a new copier. It is very user-friendly. From March 13 to July 31, 2012, 3,394 copies were done on the new copier.

I would be remiss if I did not thank some individuals who have helped ease me into the position of Vice President of Administration: The Committee Chairs, Mary Bole, Jan Butcher, Sari Fields, and Jim Rutherford have been a great help as well as Daryl Dumanski, Louisa Shermerhorn, Kathy Stokes, Susan Thorpe and Joan Whiston. Special kudos go out to all the wonderful MGS volunteers. They do a marvellous job for MGS.

LIBRARY

Chair: Mary Bole, MGS #844

Statistics

1425 books, 291 periodicals, 37 cemetery records, 4 church registers, 2 CD ROMs and 1 microfiche were shelved. This number is low as many patrons shelve their own.

70 periodicals were exchanged with other societies, 23 were received electronically, and 8 were subscriptions paid by the Library. These numbers are changing very rapidly as more societies are sending out their journals electronically.

188 periodicals were checked out by patrons. The most popular, again, were the glossy types. These are general how-to magazines.

Only 12 books were sent out by mail to members.

847 books were donated and 59 purchased. Out of the 847 books, 348 were new-to-us items and were added to the library.

CD-ROMs

These have all been catalogued and can be searched for on KOHA. Only a very few cannot go out on loan. The loan period is 3 weeks.

Thank Yous.

Thanks to all the volunteers who worked in, and for, the library.

Thanks for all the donations of: books, CD ROMs, supplies and money.

Thanks to Southeast and Winnipeg Branch for paying for the subscription to Ancestry.library and NewspaperArchive.com.

A Sad Year

Two of our valuable former volunteers died this year.

Josie Stemerowicz travelled in from Kenora once a month for years. She looked after the Books by Mail and all the statistics. She was always smiling and cheerful and a pleasure to work with.

Walt McCaw had been unwell for some time. He did all our book repairs, building repairs, shelving books, etc. He put in many hours packing books before our move to St. James Street.

Aims for next year

We will continue to build up our Manitoba Local History section (to date we believe it is the largest in Manitoba). Volunteers are busy working to put the Rural Obits, United Church Archives Index, and the People File on the Resource Center's computers.

RESEARCH

Chair: Jim Rutherford, MGS #2632

We contributed some \$2500 to the MGS coffers this past year but under what we had budgeted. Our accessibility to Ancestry.library and NewspaperArchive.com has become as important to our sources as our MGS indexes. These two must be maintained in our future budgeting.

We definitely are very reasonable in our charges for doing research and we should be looking into Internet accessibility to MGS sources but we would need to charge for actually producing detailed copies. Using plastic for this would be expensive for us so it would appear we need to get our PayPal working as it does for the rest of the world.

We need to find 2 volunteers for our research crew to come in on Thursdays to help with research, customers and miscellaneous duties.

MEMBERSHIP SERVICES

Chair: Janice Butcher, MGS #4419

Committee: Susan Thorpe, MGS #5191

Membership Numbers - the following table provides a membership comparison for the last two years, as of August. The 2012 membership has declined slightly from last year but the branch membership has remained constant.

<u>Membership Type</u>	<u>2012</u>	<u>2011</u>
1. Individual	426	441
2. Associate (no <i>Generations</i>)	26	25
3. Institutional	20	18
4. Life (no longer available)	57	61
5. Exchange (other societies)	72	75
6. Branches, libraries	15	15
7. Heritage Canada	1	1
9. No mail out of <i>Generations</i>	<u>31</u>	<u>29</u>
Total	648	665

<u>Branches</u>		
Dauphin	8	6
Beautiful Plains	28	30
Southeast & Winnipeg	113	114
South West	59	60
Swan Valley	<u>6</u>	<u>5</u>
Total	214	215

Continuous Membership Awards - these awards are given to members with consecutive membership for 10, 15, 20, and 25 years and are published in the December issue of *Generations*.

Thank you - a big thank you to Susan for her hard work in processing the memberships and preparing reports. If anyone would like to join our committee, please contact Janice.

SPECIAL PROJECTS

Chair: Sari Fields, MGS #5267

There were no special projects started this past year. We are temporarily in a "holding pattern" while we finalize our Data Management Plan (DMP) to ensure our electronic resources are being utilized to their fullest. In preparation for the DMP, we have spent the last year locating, identifying and organizing our databases and indexes into one location on our shared server. The DMP will take this one step further by incorporating all electronic resources in to one easy search engine. We eagerly await the completion of this project.

COMMUNICATIONS REPORTS

VICE-PRESIDENT

Linda White, MGS #2129

MGS' Vice-President of Communications is responsible for coordinating the internal and external communications of the society. This includes enforcing standards in display and written materials in all formats including electronic. VP Communications also coordinates the MGS web page content and other electronic communication to the membership including broadcast e-mail. Sections that fall under this portfolio include *Generations*, Outreach, Publications and Publicity.

Generations

Generations has continued under the competent management of Editor Dave Farmer. We are printing and mailing approximately 500 copies of each issue with an additional 95 now delivered electronically.

Dave has implemented some new features that have been well received. Planned updates to the web site content management system mean it will be easier to make past issues of *Generations* available online.

The production of electronic versions of *Generations* make it easy to distribute complimentary copies. For example, copies of the electronic *Generations* are sent to our MLA Deanne Crothers, to the Lieutenant Governor's office, to the Minister of Culture and Heritage, and to the Office of Manitoba Heritage Grants.

A special Selkirk 200 Anniversary issue of *Generations* is planned for December.

Outreach

Under Bill Curtis we have continued to meet our traditional Outreach commitments. Also, for the first time this year we conducted a half-day fee for a service workshop for the Office of the Manitoba Public Trustee. The workshop was well received and such efforts promise to be a modest income generator.

Publications

The Chair of Publications has exciting plans for this portfolio. This includes making scanned files for each publication so that they can be delivered electronically thus saving on postage and copying.

Publicity

Following consultations with all stakeholders, brochures, order forms and new member packages have been updated to reflect current information.

MGS sponsored a book certificate award at the Red River Regional Heritage Fair which took place on May 3, 2012. The award for the best project utilizing family or local history was won by Emma Anderson,

a Grade 9 student at St. Mary's Academy. Her winning project about her ancestor was titled "Sigtryggur Jónasson: Father of New Iceland". The MGS Award consisted of a gift certificate from McNally Robinson, a student membership in MGS and a copy of *Fast Facts for Finding Ancestors in Manitoba* for the St. Mary's School Library. The winning project was published in *Generations*.

MGS mounted a static display at the Dalnavert event centre where it was seen by hundreds of centre users. The display includes a poster advertising the society and a number of other items such as books and photographs. The display will come down in October.

At the suggestion of Bill Curtis, MGS business cards were designed and ordered. Full colour cards were very well received but are somewhat expensive and this must be considered before a re-order is contemplated. Black and white cards were donated for distribution at Folklorama.

GENERATIONS

David Farmer, MGS #2277

Included in above report.

OUTREACH

Chair: Bill Curtis, MGS #2882

We seem to be getting more requests for informational sessions than we have in the past. We now have fewer people who are able to do this. Consequently some requests have gone unfulfilled. Do you know of someone who might like to help?

This year we have attended the Red River Regional Heritage Fair, the Social Science Teacher's Conference, a Hydro Retirees session, the Selkirk Highland Gathering, Folklorama, Riverbend Plaza, Selkirk Public Library; held an Age & Opportunity conference call, held a Creative Retirement facility tour, and assisted the Manitoba Public Trustee.

PUBLICATIONS

Stacey Wilson, MGS #5300

Overall goals

- Publications is currently one part of MGS which has the unfortunate reality of high investment costs and delayed cost recovery due to slowing sales. All tasks now in process or being considered have the ultimate goal of reduction of costs and maximization of interest, sales and, ultimately, revenue.

Tasks accomplished

- Inventory of publications-in-print completed (mid-March).
Objective: Accumulate statistics to evaluate movement of current publications and to evaluate the types of publications that appear to be more popular.
- Publications order form updated on web site by Linda White to reflect current policy regarding postage calculation for publication shipping.
Objective: Eliminate cost absorption by MGS when the shipping rate used previously did not cover actual shipping costs.

Tasks in process

- Collate partially printed BMD Vol. 3 publication (inherited from previous committee chair); reprint complete copies for sale.
Objective: Clarify the state of temporarily-out-of-print material and bring it back into print.
Status: Collation completed (March). Awaiting confirmation of digital file or the need for scanning from a physical copy.

- Locate born-digital/digitized copies of current publications, if they exist.
Objective: To be able to create new hard copies of publications from digital files instead of making copies of copies, and to avoid unnecessary scanning/digitization of publications already in digital form.
Status: Linda White and Gord McBean are going through MGS' computer drives and identifying files, which is where current publications files would be, if they exist. Awaiting completion of this drive clean-up project to know what exists in digital form (now to be done by HGAC grant funded student).
- Search the MGS OPAC (Koha) for MGS publications; compile a list of all publications previously published by MGS.
Objective: Identify what has been done in the past so that future publications do not unnecessarily duplicate previous work; help identify publications that could be updated and possibly brought back into print; help identify what types of publications would be useful going forward.
Status: 10% complete. Excel spreadsheet created to track publication information, including publication type (e.g. index, transcript, book, etc.).
- Evaluate website content in Publications area; make recommendations for/create new content and remove obsolete data.
Objective: Ensure that publications data available to the public on-line is up-to-date and that new information is made available as it arises. New content and obvious updates helps to increase repeat Internet traffic.
Status: Completed Apr. 25, 2012. Comments, etc. forwarded to Linda White and suggestions implemented.
- Remove display copies of publications MGS no longer sells (i.e. cookbook) and ensure that the Resource Centre has paper copies of current publications list.
Objective: Ensure that display cabinet accurately represents what is currently available and that publications list is easily accessible at the Resource Centre.
Status: Completed week of Apr. 25, 2012.
- Visit web sites of the Manitoba Historical Society and of other genealogical societies to assess their methods of publications distribution.
Objective: Gather ideas for publications distribution, including formats and methods/limitations of access; gather ideas for improvement of Publications area of MGS web site.
Status: Completed Apr. 26, 2012. Document compiled regarding publications operations of 7 other societies. Overall sense of where MGS stands in comparison achieved.

Future tasks identified

- Digitize current publications that only exist in hard copy.
Objective: To ensure that all publications exist in digital form, which will facilitate easier duplication. Also, once all publications are digitized, this paves the way for distribution of purchased publications in more cost-effective formats, such as CD-ROM or e-mail distribution of PDF documents.
Status: Awaiting list of publications that exist in digital form.
- Harmonize file types for all publications; compile/file in one location.
Objective: Ensure that publications are available in stable digital format (ideally PDF) that will not face access problems due to software obsolescence in the near future, and ensure that publications files are kept together, and therefore easily found.
- Form collaborative relationship with Special Projects.
Objective: Collaboration between these two closely related committees so that work is not unnecessarily duplicated and so that each committee is aware of the goals and actions of the other.

- Seek suggestions from MGS members as to the types of publications they would like to see and that they think would generate the most interest from MGS members and members of the public; best done in collaboration with Special Projects.

Objective: Take advantage of the wealth of knowledge of members who have done research and know where gaps in current genealogical literature exist, and in which direction our efforts would be best focused to increase interest and revenue. Making this a collaborative effort will, again, reduce duplication of work.

Timeline

- These objectives are almost certain to take longer than a year to complete. However, should any tasks require less time than anticipated, I wanted to be certain to have a plan in place for additional tasks to be completed.

INFORMATION TECHNOLOGY REPORTS

VICE-PRESIDENT

Gordon McBean, MGS #3033

In addition to weekly maintenance, work proceeded in the IT upgrade project over the last year. One refurbished computer was purchased by MGS to replace one of ours that was not worth fixing due to age. Three others were replaced with refurbished units thanks to donations from the Southeast and Winnipeg Branch and a MNS member. This leaves one of the original black eX-Treme computers in service which is still functioning but is beyond its expected life span. The latest computer will be used in the office to serve the needs of the Membership and Financial committees. When not needed for these tasks it can be used by "Staff" researchers during peak times when clients need access to public machines. The upgrade of the office computer will allow the membership and financial committees to digitize their workflow and improve efficiencies. Several hardware problems were fixed.

Southeast and Winnipeg Branch replaced the computer and added a large flat screen for the scanner/NewspaperArchive computer. Updated software was also added to this computer thanks to a donation.

We are still waiting for a server to be donated once it has been decommissioned. This will allow us to proceed with Phase Three – Data Consolidation.

Our old photocopier broke down so a new lease was arranged. With the new equipment we will be able to digitize our paper records where there is not a known digital file or where a digital file has become obsolete or damaged and cannot be recovered. We are now able to send attachments in digital form when responding to requests for research.

The MGS is experiencing a financial crunch as costs continue to rise. The Southeast & Winnipeg Branch has sponsored the subscriptions for Ancestry.library and NewspaperArchive.com as well as for the Internet connection for the MGS Resource Centre.

The expectation of our users for nimble assistance on the computers has increased. We offered training for our volunteers which included both best practices and the use of new systems and equipment.

Phase III Database consolidation - We will be moving to a server-based system where we maintain a single copy of the databases used by all computers. This will take time to compare the various copies currently in place and then to create a complete master copy. The added benefit of having a server-hosted environment is that it will take the load off our older computers and they should run faster and extend their life.

We will merge the interface of the various data collection in Word, Excel, Access, etc. into a single format that can be searched from a single interface on each computer. Linda White has spent countless hours working on arranging a project where students from Red River College who have the expertise in database creation and data migration will work on our project.

In the future we are working towards providing a members-only area on our web site that will allow our members to log in and access some of our databases from home. We see this as a benefit to our members outside of Winnipeg but will also benefit those inside the perimeter. This will require a redesign of our web site and moving it to different server software that includes this feature.

I have been working with Linda White to coordinate the Data Project as well as a web site upgrade project. Thank you Linda for all of your hard work

COMPUTER Included in above report.

FINANCE REPORTS

VICE-PRESIDENT FINANCE

Vacant

FUNDRAISING

Chair: Judith Roe, MGS #4326

On Heritage Day, May 10th 2012, a raffle basket fundraiser was held. As always, this is a popular event as the baskets are more than worth a ticket. For example, we have been fortunate to have St. Mary's Nursery and Gardens donate a hanging basket over the years. For this event we had a container basket of flowers and an herbal basket from St Mary's, always appreciated.

Daryl Dumanski donated a hand- knitted afghan as a fundraiser. When we reach a considered amount of money I will draw a winner. When that will be is not a given at this time. The interest in this project has been very limited. A donation at the potential winner's discretion and a ticket is all that is required to win a beautiful, cozy, soft throw which would make a lovely Christmas gift or a treat for oneself.

My appeal for donations brought a lot of lovely things to make into prizes for the Christmas luncheon. Since the silent auction went so well last time, I will repeat it - a good way to stock up on last minute gifts.

I am always open to donations, so keep them coming. If there is any opportunity for a *Loonie Draw* during any Branch events, I will be happy to set it up.

GRANTS and APPLICATIONS

Chair: L. White

The Chair attended the Heritage Grants Advisory Council Focus Group March 7, 2012. The purpose of the focus group was to complete a preliminary survey that will be revised and sent out to all stakeholders at the end of April as part of the ongoing Heritage Grants Program Review. The Advisory Council hopes that any recommendations will be implemented for 2012-2013 grant year (for example, more funding for Internet projects, changes to bingo stream funding, changes to the grant application intake dates).

We were notified September 1 that our application to Manitoba Heritage Grants for funds to clean up the shared drive was successful. This work is necessary before work to create a unified relational database can begin. We have approached an outside organization regarding a donation of expertise and advice to complete database construction and this work is scheduled to begin in January.

MGS TREASURER

Rick McLellan, MGS #3353

Treasurer's report begins on page 18.

BEAUTIFUL PLAINS BRANCH, MGS Financial Report

Treasurer: Vic Deacon, MGS #4373

Treasurer's report for period 1/10/2011 - 31/8/2012

Balances brought forward	Cash in hand	Bank a/c.
	\$0	\$1,106.12

Income for year \$407.68. Comprising MGS and membership fees, meeting collections, CD sales and donations.

Expenditure for year \$330.73. Comprising MGS renewals, cemetery project, book purchases, insurance, library shelving, printing, stationery and CD setup.

Balances carried forward	Cash in hand	Bank a/c.
	\$36.00	\$1147.07

SOUTHEAST & WINNIPEG BRANCH, MGS Financial Report

Treasurer: Susan Wellman, MGS #4644

Balance sheet for the year ended April 30, 2012
(Reviewed – Unaudited)

ASSETS

CURRENT ASSETS

Petty Cash	64.02
Bank – April 30, 2012	6,188.13

Other Assets

Accounts Receivable – Branch memberships from MGS	180.00
---	--------

Investments

GIC 1 term 2: Maturity Date June 18, 2012	2,037.81
---	----------

Total Assets	8,469.96
--------------	----------

LIABILITIES

<u>CURRENT LIABILITIES</u>	0.00
----------------------------	------

BRANCH EQUITY

RETAINED EARNINGS

Retained Earnings	7,632.32
Net Income / (Loss)	<u>837.64</u>
	8,469.96

TOTAL LIABILITIES AND BRANCH EQUITY	8,469.96
-------------------------------------	----------

DALE ACCOUNTING
July 12, 2012

Continued next page

Southeast & Winnipeg Branch, MGS

continued

Income and Expense Statement
(Reviewed – Unaudited)

May 01, 2011 – April 30, 2012

REVENUE**Bank**

Bank Deposit Interest	2.55	
GIC Interest – T5	<u>40.75</u>	43.30

Branch Memberships

MGS Society – Branch Memberships	1,370.00	
Memberships (Petty Cash Revenue)	<u>30.00</u>	1,400.00

Donations

Research	<u>40.00</u>	1,483.30
----------	--------------	----------

Seminar

Administration Fees	25.00	
Advertising	45.00	
Books	3.00	
Donations	180.00	
Mug Sales	147.00	
Raffle	447.00	
Registration	7,000.00	
Seminar Bag Sales	52.00	
Sponsorships	50.00	
Syllabus	<u>50.00</u>	<u>7,999.00</u>
Total Revenue		9,482.30

EXPENSES**Branch Expenses**

Ancestry.com	899.26	
Bank Deposit Book Charges	29.75	
Computer Project	484.55	
Honorariums	275.00	
Internet	577.30	
Library Books Purchased Re: Donations	348.88	
Newspaper Archives	543.03	
Photocopies	47.80	
Postage (Petty Cash Expense)	6.20	
Resource Centre Rent	560.00	
Workshop	<u>80.55</u>	3,852.32

Seminar Expenses

Bank Service Charges	3.00	
Honorariums	50.00	
Meals / Coffee Breaks	1,669.58	
Mugs	420.00	
Photocopies	27.90	
Picture Frame	15.10	
Postage	58.15	
Printing	513.82	
Publicity	124.96	
Refund	75.00	
Registration Bags / Name Tags	547.61	
Speakers' Fees	1,054.74	
Table Cloths / Napkins	32.48	
Venue	200.00	<u>4,792.34</u>
NET INCOME / (LOSS)		<u>8,644.66</u>

837.64

DALE ACCOUNTING

SOUTH WEST BRANCH, MGS Financial Report

Treasurer: Vivian Privat, MGS #3412

Annual Treasurer's report

Jan 1 2011 – December 31 2011

1010	Reg. Acc't Crocus Credit Union	as of Dec 31, 2011	1,748.11
1100	Petty Cash		100.00
1202	T Bill Mutual Fund		<u>10,198.70</u>
	Total Current		<u>\$12,046.81</u>

RECEIPTS

4100	Net MGSI memberships	130.00
4102	SWB Memberships	560.00
4300	Research Income	190.00
4301	1901 Census sales	133.89
4302	Library and Other Pub. Sales	18.00
4304	Cemetery Index sales	371.20
4305	Interest on T-Bill Mutual Fund	66.65
4306	Meetings coffee income	40.00
4405	Library guest fee & photocopies	14.00
4408	Donations	<u>250.00</u>
	Total Income	\$ 1,773.74

EXPENDITURES

4305	Reinvestment of T-Bill interest	66.65
5101	Library expenses	21.27
5102	Service fees – cheques	30.23
5103	Office Supplies expense	33.48
5104	Newsletter expense	209.12
5105	Stamps for Newsletters & Exchanges	41.11
5109	New Equipment purchases – ext. hddr.	123.13
5112	Heritage Dinner	38.10
5113	Postage (excl. newsletters)	21.29
5116	SWB informative displays	59.42
5119	Outreach & Member expense	19.54
5124	General Meeting expense	60.00
5125	Ruth Tester award	55.08
5126	Program/guest speaker	50.00
5127	Library setup/renovations	6.70
5128	Library - rent & insurance	754.00
5129	Books for Library	150.00
5131	SWB web site (new 2010)	456.96
	Total Expenses	<u>\$ 2,196.08</u>

NET DEFICIT **\$ 422.34**

SWAN VALLEY BRANCH, MGS Financial Report

Treasurer: Helen Ellingson, MGS #2627L

Financial Statement for 2010

Income

Memberships	60.00
Research	40.00
Cemetery sold	<u>39.35</u>
Total	\$139.35

Expenses

Magazine	45.00
Cabinet for office	<u>257.59</u>
Total	\$302.59

Total at December 31, 2010	657.29
Income	<u>139.35</u>
Total at December 31, 2010	796.64
Expenses	<u>302.59</u>
Total at Dec. 31, 2011	\$494.05

Plan 24	<u>36.25</u>
Total at Dec. 31 2011	\$530.30

9. **New Business**
9.1 Amendment to Constitution

Article 4.7

INDIVIDUAL STUDENT MEMBERSHIP shall be issued to any person currently attending a Manitoba High School, College or University-aged up to and including twenty-three years, who is in possession of valid student identification, and who is willing to further the objectives of the Society following payment of the fee prescribed for this class of membership.

Individual student members are entitled:

- 4.7.1 To receive without charge an electronic copy of each issue of the Society journal published during the membership year and such other publications of the Society as the Council may determine.
- 4.7.2 To conduct on-site research at the Society's Resource Centre, subject to the conditions placed upon such use by the Society Librarian.
- 4.7.3 To receive other benefits as may from time to time be approved by Council.

It is further hereby moved that the suggested fee for this class of membership, to be approved by Council, be \$10.00 per year.

THANK YOU

The Manitoba Genealogical Society is indebted to all its volunteers for assistance in carrying out our many projects. We could not exist without you and we thank you.

Also deserving of our appreciation are several groups outside MGS who have helped us over the past year. They are:

- Manitoba Department of Culture, Heritage and Tourism for financial support for our many projects.
- Percy Gregoire-Voskamp, Librarian, and the volunteers at the Portage la Prairie Regional Library for their contribution of copies of obituaries from the *Portage Daily Graphic* covering some 30 years.
- Maurice Bugera and the Ukrainian Self-Reliance Association TYC, Winnipeg Branch, for donating copies of their work in documenting and rereading all known Ukrainian Orthodox cemeteries in Manitoba.
- MGS member Susan Wellman and the Northwest Law Enforcement Academy for donating space for our MGS Future Planning Session, held recently.