

## Manitoba Genealogical Society Inc. Council Meeting

**Saturday, 23 April, 2016, Portage La Prairie Regional Library**

Present: Jim Oke: President, Kathy Stokes: Past President, Virginia Braid: VP Administration, Janice Butcher: VP Communications, Gord McBean: VP Information Technology, Mary Bole: Library, David Farmer: *Generations*, Judith Roe: Fund Raising, Barb Andrews: SW Brandon, George MacKay: SW Brandon, Sheila Shearer: SW Brandon, Don White: Dauphin, Pat Sundmark: Secretary.

Apologies: Jim Rutherford, Rick McLellan

|   |         |
|---|---------|
| 1. Call to order at 10:05 am.   |         |
| 2. Adoption of Agenda:<br>Decision was made to focus time on the branches' concerns and opinions.<br>Reports to be sent electronically.   |         |
| 3. Acceptance of minutes of previous Council Meeting 19 March 2016, as read.<br>Moved Gord McBean seconded: Kathy Stokes<br>"Minutes of 19 March Council to be resent to Council".  | CARRIED |
| 4. Business Arising:<br>a) MANI: progress report to follow<br>Moved: Kathy Stokes seconded: Gord McBean "That a website committee to be chaired by VP Communications, be formed to look at standards and content to establish policies for editing content before material is posted on MANI"   | CARRIED |
| 5. Reports:<br>a) President: Jim Oke reported that although he had discussions with the heritage agencies applying for grants, all would likely change with the recent change in government.<br>b) Branch Reports:<br>i) SW Brandon Branch: The Representatives reported the Heritage Dinner which was held, was well attended with 50 plus people. Liz and Colin Briggs came as presenters. They were well received.<br>A general meeting to be held in May. Issues: bring in new people. President of the branch will remain in office another year. A new members' meeting is to be held for an introduction to genealogy. The branch is trying to get a list of their available books online. They are working on the index of obits and trying to reread local area cemeteries.<br>The facebook page for Brandon is very well done and they were complimented by VP Communications for the work they have done.<br><br>ii) Dauphin Branch: Don White reported that like the others they struggle to interest new members. They have had a Pioneer Association speaker present. |         |

Most of the local material is on index cards. Gord McBean discussed using a portable scanner to help enter these on to computer.  
The branch membership would like a January to December membership for convenience as that is the branch's cycle.

iii) SE Winnipeg: Virginia Braid reported that the branch was having difficulty in getting members to serve on the executive. The branch is having a special presentation and luncheon at the AGM for MGS's 40th Anniversary, June 4th.

c) VP Administration: Virginia Braid reported that she was sorting archival material which is to be sent to Manitoba Archives.

i) Membership: Susan Thorpe:

Regular: 348; associate: 16; life 56; institutions 15; journal exchange 57; branches/other 16; no mail out 47; total 555.

ii) Research: Jim Rutherford: no report.

iii) Library: Mary Bole: Library is working to share KOHA with Brandon. Library is culling books which can be given to branches.

d) VP Communications: Janice Butcher: Janice and Gord McBain announced the launching of the new MGS website. It is expected to be up this weekend with updates and improvements as quickly as possible. A demonstration was shown.

MGS has new brochures to be previewed. Janice will distribute copies.

e) VP Information Technology: Gord McBean: report on MANI to follow when available.

f) VP Finance: Rick McLellan:

### **Report for the Strategic Planning Meeting**

**Our Financial position this year will look different than last year since last year we had only an 8<sup>th</sup> month year owing to the change in year end. Therefore our Provincial Grant covered a much shorter period.**

**We are in the middle of preparing our statements for 2015/2016. The Balance Sheet and Income Statement at year end require adjustments and accruals and take more time to prepare. I was**

|  |  |
|--|--|
| <p>hoping that you could see a preliminary Income Statement today, however we ran into a program “glitch” and this is not possible.</p> <p>The Capital Campaign Fund has a balance today of \$15, 800.00. We have been fortunate to able to work on our computer system upgrades without touching very much of this fund. This is due to the fact that we have received Grants from the Winnipeg Foundation and the Lotteries Commission. Last week we issued a cheque for \$1500.00 for web site work.</p> <p>The Lifetime memberships have a balance of \$10,700, while the Memorial Fund has approx. \$4,000.00. We are authorized to use the Lifetime Memberships if necessary to reduce our annual expenditures.</p> <p>Our annual expenditures mostly fall into the non discretionary category. (Rent, utilities, internet expenses, fire insurance etc) Very few can be listed as discretionary as we watch what we spend our money on. Generations printing and postage can vary depending on how many and how often it is printed and mailed. Naturally electronic copies do save us money.</p> <p>Our income is more variable as it depends on the member’s needs. Donations, memberships and research are very hard to estimate. Once we realize the changes to our website this should produce additional funds.</p> <p>We have moved any funds that can be held for a longer period to the Cambrian Credit Union where we get much better interest than the Royal Bank.</p> <p>I hope the Planning Session goes well and some good ideas and efficiencies result.</p> |  |
| <p>6. New Business:</p> <p>a) MGS Strategic Plan Discussion:</p> <p>Membership Drive: suggestions: encourage younger members; target 40-50 yr olds.</p> <p>Some new members coming through internet. Try to give jobs to those out of province</p>   |  |

|  |  |
|--|--|
| <p>September Culture days "good starting point".</p> <p>14 May Manitoba Day at the Manitoba Museum.</p> <p>Use MANI to send out "we miss you" to expired members.</p> <p>Can we get articles in local Metro papers dealing with genealogy and services?<br/>ask members for articles.</p> <p>New brochures...make sure widely distributed.</p> <p>Any possible TV coverage? Focus on Manitoba</p> <p>Sell products through MANI online.</p> <p>facebook offer 20% off 1 year membership.</p> <p>Brochures at tourist entry...The Forks.</p> <p>Who is our target audience? North Dakota, Manitoba</p> <p>Over 55s, young retirees</p> <p>Need advertising. make it easy to join</p> <p>Can we share Newspaper Archives with our branches?</p> <p>Offer courses on how to get started. Internet is important.</p> <p>Areas of responsibility for Strategic Plan:</p> <ol style="list-style-type: none"> <li>1. Fund Raiser: Corporate Sponsor; Judith Roe</li> <li>2. Membership: Janice Butcher</li> <li>3. Online Access: Gord McBean</li> <li>4. Financial: Rick McLellan, Linda Wray</li> </ol> <p>Printed Communication: David Farmer, Janice Butcher</p> <p>b) <i>Generations</i>: David Farmer:</p> <p>Do we still need the journal? Can we go electronically only? No limitations on pages, colour photos etc. Cost of mailing is rising. \$1000 an issue for printing and \$300 for mailing. Could we go to three issues a year? Could we charge \$10 extra for mail outs?</p> <p>c) Corporate Fund Raising: Judith Roe: Approached our banks.</p> |  |
|--|--|

Adjournment: 3pm.

Respectfully submitted.

Pat Sundmark, Secretary.

AGM 4 June 2016

Next Council Meeting Post AGM...TBA