

MGS

Manitoba Genealogical Society Inc.
E – 1045 St James Street
Winnipeg, Manitoba R3H 1B1

MGS

REPORTS

for

MGS

ANNUAL GENERAL MEETING
June 4, 2016
Northwest Law Enforcement Academy
1821 Wellington Avenue
Winnipeg, Manitoba

MGS

MANITOBA GENEALOGICAL SOCIETY INC.
ANNUAL GENERAL MEETING
1821 Wellington Avenue, Winnipeg, Manitoba
June 4, 2016

AGENDA

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- | | | | |
|-------|---|------------------------------------|--------|
| 1. | Call to order | | |
| 2. | Approval of agenda | | |
| 3. | Approval of minutes of previous Annual General Meeting of MGS, June 6, 2015 | | 1 |
| 4. | Business arising from the Minutes | | |
| 5. | Reports | | |
| 5.1 | MGS President | - J. Oke | 4 |
| 5.1.1 | Beautiful Plains Branch | - C. Bray / N. Forsman | 5 / 17 |
| 5.1.2 | Dauphin Branch | - No report | |
| 5.1.3 | Southeast & Winnipeg Branch | - V. Braid, Treas: S. Thorpe | 5/18 |
| 5.1.4 | South West Branch | - L. Crookshanks, Treas: G. Mackay | 6/20 |
| 5.1.5 | Swan Valley Branch | | 6 |
| 5.2 | Vice-President Administration | - V. Braid | 6 |
| 5.2.1 | Library | - M. Bole | 7 |
| 5.2.3 | Research | - J. Rutherford | 8 |
| 5.2.3 | Membership Services | - S. Thorpe | 8 |
| 5.2.4 | Special Projects | - K. Stokes | 8 |
| 5.2.5 | Office Coordinator | - Vacant | |
| 5.3 | Vice-President Communications | - J. Butcher | 9 |
| 5.3.1 | <i>Generations</i> | - D. Farmer | 9 |
| 5.3.2 | Outreach & Education | - B. Curtis | 9 |
| 5.3.3 | Publications | - Vacant | |
| 5.3.4 | Publicity | - Vacant | |
| 5.4 | Vice-President Information Technology | - G. McBean | 10 |
| 5.4.1 | Computer | - Vacant | |
| 5.5 | Vice-President Finance | - R. McLellan | 12 |
| 5.5.1 | Fundraising | - J. Roe | 12 |
| 5.5.2 | Grants and Applications | - Vacant | |
| 5.5.3 | MGS Treasurer | - L. Wray | 14 |
| 6. | Approval of Financial Statements | | |
| 7. | Appointment of Auditors / Financial Review Committee | | |
| 8. | Ratification of Executive & Council decisions for year 2015-2016 | | |
| 9. | New Business | | |
| 10. | Report of the Nominations Committee | - J. Rutherford | |
| 11. | Election of Officers | | |
| 12. | Awards: Jonasson and Cox | - J. Rutherford | |
| 13. | Date of 2017 Annual General Meeting | | |
| 14. | Adjournment | | |

Manitoba Genealogical Society Inc.

MGS Resource Centre, E – 1045 St. James St., Winnipeg, MB

Present: Jim Oke, President; Kathy Stokes, Past President; Virginia Braid, VP Administration; Janice Butcher, VP Communications; Gord McBean, VP Information Technology; Rick McLellan, VP Finance; Linda Wray, Treasurer; Sandra Havig, Bill Curtis, PJ Andrews, Mary Bole, Enid Dorward, David Farmer, Judith Roe, Orma Sozansky, Jim Rutherford, Joyce Elias, Pat Sundmark.

1. Meeting called to order: 10:00am.	
2. Approval of Agenda noting the VP Administration and the Southeast & Winnipeg Branch reports have been reversed in the package. Moved: Jim Rutherford. Seconded: Kathy Stokes "that the agenda be accepted as distributed."	CARRIED
3. " Approval of the minutes of the AGM held 16 October, 2014". Moved: Sandra Havig. Seconded: Janice Butcher	CARRIED
4. Business Arising: Jim Oke reported that we would be replacing a paid audit (financial review) by a Financial Review Committee.	
5. Reports: 5.1 President: Jim Oke expressed thanks to Gord McBean for his work on MANI, Janice Butcher for the work on the web site and Facebook, and to all who are completing their terms of office. He also expressed thanks to Southeast and Winnipeg Branch for <i>Ancestry.com</i> and <i>Newspaperarchives</i> support. 5.1.1 Beautiful Plains Branch: Maxine Woodcock 5.1.2 Dauphin Branch: Shirle McGimpsey, President 5.1.3 Southeast and Winnipeg Branch: Virginia Braid, President 5.1.4 South West Branch: Laura Crookshanks, Secretary: 5.1.5 Swan Valley Branch: Eric Neufeld, President Moved: Gord McBean. Seconded: Virginia Braid, "that the Presidents' reports be accepted as printed and distributed"	CARRIED
5.2. VP Administration: Virginia Braid 5.2.1 Library: Mary Bole expressed special thanks to Virginia Braid. A suggestion was made to promote the periodicals in <i>Generations</i> . Discussion held re holding an orientation for members, highlighting one area of the library in particular in the journal, and on the web site. 5.2.2 Research: Jim Rutherford 5.2.3 Membership Services: Susan Thorpe 5.2.4 Special Projects: Kathy Stokes Moved: Virginia Braid. Seconded: Judith Roe "that the Administration Reports be accepted as printed and distributed".	CARRIED
5.3 VP Communications: Janice Butcher 5.3.1 <i>Generations</i> : David Farmer reported that as he has been away for the past 4 1/2 months he was trying to catch up. He needs more content for the journal and will consult with Janice Butcher re obtaining material. David requested a photograph of the winners from the Heritage Fair for use in the journal. 5.3.2 Outreach and Education: Bill Curtis reported that the dates for our part of Folklorama have been changed. We will be present August 9-15. Additionally we will have a display at Selkirk Highland Games at East Selkirk Arena June 20th. 5.3.3 Publicity: vacant at present but Daryl Dumanski has expressed interest in the position. Moved: Janice Butcher. Seconded: Kathy Stokes "that the Communications reports be accepted as printed and distributed".	CARRIED

11. Election of Officers: President: Jim Oke Past President: Kathy Stokes VP Communications: Janice Butcher VP Finance: Rick McLellan Other vacancies to be appointed by the Executive. Moved: Jim Rutherford Seconded: Mary Bole, "that we accept the slate of officers as presented by the Nominations Chair."	CARRIED
12. Awards presented by Jim Rutherford. Flo Cox Award presented to David Jenkins #90 Eric Jonasson Award presented to Orma Sozansky #575	

2016 AGM Saturday, June 4, 2016. 40th Anniversary meeting and luncheon.

Meeting adjourned 12:12 pm.
Respectfully submitted,
Pat Sundmark, Secretary

PRESIDENTS' REPORTS

MGS

President: Jim Oke, MGS #2729

This year's Annual General Meeting is taking place in June to satisfy the requirement within the MGS Constitution to meet within ninety days of the end of our financial year (March 31st). This will be the situation from now on to accommodate the revised financial reporting period adopted last year. The financial and other reports presented at this AGM will cover a full calendar year of activity.

The most significant event at MGS this year has been the roll-out of the Manitoba Names Index project or MANI. MANI was embarked on several years ago to improve service and provide expanded access to MGS resources to our members. I believe this objective has been achieved and I encourage all MGS members to make use of MANI as access is part of your membership. Work is continuing under the leadership of Gordon McBean to further enhance and add additional services to MANI. For instance, MGS Membership administration is now done within MANI, this eases the workload at MGS and an on-line membership renewal capability is available to those who wish to use it.

Another significant change is a major update of the MGS web site to integrate it more fully with MANI and to begin to offer on-line services to both MGS members and the public at large. It is interesting to note that we are now beginning to attract MGS members and even volunteer workers from outside Manitoba. We must pay attention to serving their needs as well as our local members. Special thanks are due to Janice Butcher for her work on the web site and also on our Facebook presence which is another useful way to attract others to MGS.

A major decision taken last fall was to renew the lease for the Society's Resource Centre location on St. James Street in Winnipeg. This was done with some trepidation as the rent we pay for this facility is by far the largest line item in our budget. However the renewal terms offered were quite reasonable considering the quality and location of the space we have and, further, any theoretical savings available in moving would be reduced by the cost, time, and energy in doing so. We now have a secure location until the summer of 2019.

MGS is one of eight Provincial Heritage Agencies (PHAs) recognized by the Department of Culture within the Manitoba Government. Our status as a PHA is important as a significant portion of our income is in the form of a project grant from the Government that allows us to take on activities such as appearing at Manitoba Day at the Manitoba Museum. Last fall, the then Minister of Culture initiated a review of the Government's support of cultural activities. To ensure that Heritage activities were appropriately considered, the concerned PHAs met to discuss how to present a case for continued support for Manitoba heritage groups. MGS was represented by myself and Gordon McBean. With the change in government after the spring Provincial election, it remains to be seen what the way ahead will be but MGS should remain part of the group to ensure that our voice is heard.

Regrettably I must include a bit of sad news to the effect that the Swan Valley Branch of MGS has decided to cease operation due to declining membership and Executive Committee retirements. Thanks are due to Branch President Eric Neufeld for his many contributions and leadership over the years. The difficult decision was taken to wind up the Branch in an orderly fashion for which we can all be thankful.

Looking ahead, the Executive has identified the need for an update of the 2012-2015 MGS Strategic Plan that led to a successful Capital Fund-Raising and then to the MANI project. Rather than start from first principles again, an updated plan to map out further MANI enhancements and an improved communication strategy seems appropriate. Input from our members will be needed and sought out.

I want to close by recognizing and thanking all the MGS volunteers who keep MGS functioning so well and have made my time as MGS President an interesting and useful experience. Thank you one and all!

BEAUTIFUL PLAINS BRANCH

Submitted by: Carol Bray, MGS #4372 and Norma Forsman, MGS #2492

Beautiful Plains Branch meets monthly at our new location in the lower level of the Calvary Chapel Church in Neepawa. Some of our members continue their work on the military and "Seniors' Stories" projects. Updates also continue on our obituary library and database, funeral card binders and Riverside Cemetery transcriptions and photos. Our meetings this year have included a speaker on DNA, podcasts and discussion on different research topics, as well as meetings to show our members the different web sites and different ways to approach finding their ancestors and overcoming the brick walls they've encountered. A newsletter is also published twice a year. In the coming months, we are hoping to include some cemetery and archive tours. Trying to keep our membership numbers up and keeping them interested and excited to attend the meetings is key.

DAUPHIN BRANCH

No report.

SOUTHEAST & WINNIPEG BRANCH

President: Virginia Braid, MGS #868

The Branch's AGM was held on May 9, 2016 and the following were elected by acclamation:

President:	Vacant	1 st Vice President:	Virginia Braid
2 nd Vice President:	Barbara Becker	Secretary:	Kathleen Kristjansson
Treasurer:	Susan Thorpe		
Councillors:	Ted Becker, Sandra Havig, Sheila Woods		

Three councillors have resigned. Kelly Southworth resigned in January and Virginia Braun and Katharine Schulz resigned at the end of May. Thanks go to these three for their good work on the Executive.

No Certificate of Appreciation was given this year.

The Branch had 18 educational programs. They were all well attended. We would like to thank all the presenters, many of whom were MGS members. Our presentations were very diverse, ranging from topics such as WWI Ancestors, DNA, Ireland, Old Postcards, to a special presentation on MANI.

Two of our members, Kathleen Kristjansson and Sheila Woods once again offered a Beginners' Workshop through the Winnipeg School Division's Life Long Learning Program. The workshop this time was given at our Resource Centre. The money earned from this program is given to MGS.

The Branch gave money to MGS to use for the purchase of the Internet access, *Ancestry.com* and *Newspaperarchives* subscriptions. We gave \$1200.

The Branch planned a special catered lunch and guest speaker to celebrate MGS's 40th anniversary during MGS's AGM. We arranged for it to be held at the Northwest Law Enforcement Academy on Wellington Avenue.

The Wednesday Night library once again had a winter break. This year we kept statistics on how many people used the library. In total sixteen people made use of the library. From September 7 to November 4, 2015 no one used the library, from November 18 to December 9, 2015, three people came to use the library, and from March 16 to May 11, 2016, thirteen people used the library. We would like to thank the people who volunteered to work at the library on Wednesday nights. We need two people each week so it requires eight people plus this year we had three spares. Thank you to all those individuals who do this job.

Our e-zine has been very helpful for our members. Not only did one get a preview of upcoming events but also a summary of past presentations. Thanks to Sheila Woods for doing such a great job on our e-zine.

SOUTH WEST BRANCH

Secretary: Laura Crookshanks, MGS #4292

Once again, our Branch has had a successful year. We have maintained a pretty stable membership base at about 60, with some new members joining over the last few months. We continue to meet monthly, September to June. Our Program Committee has arranged very interesting and educational programs or tours for each meeting. Attendance has averaged about 16.

We continue to publish "The New Leaf" quarterly, maintain our web site and Facebook page, and respond to research requests. A small but dedicated group of members staff our Margaret E. Goodman Memorial Library every week.

In April, 2015 we held a very successful Workshop entitled "The Nuts and Bolts of Genealogy", with 64 in attendance. That evening we held our Annual Heritage Dinner which was also very well attended. The guest speaker was Oriole Vane Veldhuis who spoke about "Family Secrets".

We have experimented with offering some small group "getting started" sessions for newer members which have been very well received. Some of our members have been consulting with some of the MGS members working on various projects, like MANI and KOHA. We look forward to ongoing discussions about how to work together in these areas

SWAN VALLEY BRANCH

Swan Valley Branch has closed. See MGS President Jim Oke's report, page 4.

ADMINISTRATION REPORTS

VICE-PRESIDENT

Virginia Braid, MGS #868

Thanks go to all the volunteers that work in our Resource Centre. I would like to also thank the chairs of the Administration section for their outstanding work and dedication. They are Mary Bole, (Library), Jim Rutherford, (Research), Kathy Stokes, (Special Projects) and Susan Thorpe, (Membership). A few new volunteers joined this past year. We are always glad to have fresh faces working for the Society.

We only had one incident to report on for the year. Over the Christmas holidays the window outside the Reference Room was broken by a snowplow. The landlord saw that this was fixed in a timely manner. As well the landlord finally had the sidewalk paved so that it no longer buckles.

Two important meetings were held with the volunteers. One was with the volunteers who are doing data entry for MANI and KOHA. Since they work on different days a meeting was needed to see that all were on the same page as far as format and work assignments were concerned. The other meeting was to make decisions about reducing the materials in the library. The way this "culling" was to be done was laid out. There was no timetable set as to when this activity was to be finished. It was decided that the final say as to what would be kept would be made by the Library Chair, Mary, and a committee of her choosing. The Society's policies were updated. There still needs to be work done on new policies pertaining to computer matters, but for the most part this task was accomplished.

The job descriptions have also been updated. They were well done to begin with and not too much had to be altered. There are still some areas that have to be looked at next year.

I have been working on getting old material ready to be sent to the Manitoba Archives. The goal is to have all the relevant materials ready by the end of August.

Administration helped with preparing the Cultural Days held in September at the Resource Centre and the Volunteer Luncheon held in December.

Because our usual office cleaner, Orma Sozansky, was unable to do cleaning chores for a while I set up a cleaning schedule where duties were alternated each month, by each volunteer day. All the volunteers were amazed that one person did all those cleaning tasks, and did it so well. Thank you Orma for doing such an amazing job keeping our Resource Centre clean over the years. Orma has returned but the others will continue to do the vacuuming and floor washing for a bit longer.

Statistics for April 2015 to March 2016

Total Patron Count: 719

Total Volunteer Count: 1,669

Total Volunteer Hours: 14,282

Total Copier Paper Use: 9,841

Total Phone Calls: Front Desk - 283 Answering Machine – 24 Long Distance Calls - 12

Please note that these statistics are only as accurate as the people filling in the required sheets. Sometimes people forget to mark their hours in and I have to guess at how long they worked. Sometimes people do not always record phone calls.

LIBRARY

Chair: Mary Bole, MGS #844

Statistics

289 books were donated during the year and 4 purchased. Of those 293 books, 87 were new-to-us items and were added to the library. The 4 books purchased came from donations from members. A special thank you to all of you who donated books, CD-ROMs, maps, genealogies and donations of money.

515 books, 120 periodicals, and 30 cemeteries were shelved by volunteers. Please remember many patrons re-shelve the books that they were using. These numbers are a little inaccurate this year as each day was shelving its own books for a time, and count was not kept.

Exchange of periodicals is hard to count this year. An e-mail was sent to all out-of-Canada exchanges saying we would be only exchanging electronically. We had no negative replies to this, rather most other societies were in agreement with our plan. Those that have electronic copies will continue to exchange with us. At last count we were exchanging with 25 societies electronically. We had previously done the same with Canadian exchanges and no longer send out paper copies to them. So from this time forward most exchanges will only be done electronically.

66 Journals were donated to us by members.

114 periodicals were checked out by patrons. The most popular, again, were the glossy types. These are the general how-to magazines. 21 books were sent out by mail to members.

Library volunteers

We continue to maintain the library in the Resource Centre and have been busy digitizing indexes for MANI or the "Master Index." Two members have each indexed a Manitoba Local History book.

The Library is responsible for recruiting volunteers to man the office on Sundays. We thank the following: Jayne Paradis, Kelly Southworth, Dave Jenkins, Laurie Orchard and Sandra Havig for giving up a couple of Sundays per month.

Thank you

Thank you to all the volunteers who worked in and for the library.

Thank you for all the donations of books, CD-ROMs, supplies and money.

Thank you to the Southeast and Winnipeg Branch of MGS for paying for the subscription to *Ancestry.com* and *Newspaperarchives*.

Two of our most reliable volunteers retired this year, between them they spent 55 years volunteering for the Library and MGS: Louisa Shermerhorn 33 years, and Lynn Francis 22.

RESEARCH

Chair: Jim Rutherford, MGS #2632

Over the last 12 months, the Research crew has donated many hours to raise close to \$1800.00. We are hoping that once MANI is operating on full, we can raise a lot more for the Society. It is a sad fact in today's Internet world, that many people think all research should be free. Obviously they have not spent hundreds of hours donating their time crawling around cemeteries indexing the headstones or indexing the obituaries to make it easier for someone to put their family records together.

Nobody appreciates the work gone into gathering information for other people to put their family tree together. The Society pays good money to make information from *Ancestry.com* and *Newspaperarchives* on their computers in the library for members and daily fee payers.

The Research crew is in the library on Thursdays to do paid research and to help clients. At present the staff members are: Sheila Woods, Bonnie Batchelor, Kathy Kristjansson, Rick McLellan, Myrna Mackey and help from Bill MacDonald and Jane Patterson along with Chairman, Jim Rutherford.

MEMBERSHIP SERVICES

Chair: Susan Thorpe, MGS #5191

Committee Member: Kenda Wood, MGS #3918

The following table provides a membership comparison for the past four years - end of the fiscal year 2015 and 2016 (March 30), and 2014 and 2013 (July 31).

Note: only the first three membership categories pay annual fees.

Membership Type	2016	2015	2014	2013
1 Individual	357	342	337	387
2 Associate (no <i>Generations</i>)	14	22	21	30
3 Institutional	15	15	18	19
4 Life (do not pay annual fees)	56	57	57	57
5 Journal Exchange (other societies)	56	58	75	75
6 MGS Branches, Libraries	15	15	15	15
7 Heritage Canada	1	1	1	1
9 No Mail out (no <i>Generations</i> , letters)	47	46	28	28
Total	561	556	552	612

Branches (**all memberships may not be reported to MGS)

Dauphin	8	6	2	6
Beautiful Plains	17	25	25	27
Southeast & Winnipeg	90	94	92	101
South West	53	57	55	66
Swan Valley	4	4	5	6
Total	172	186	179	206

We are now using the membership portion of MANI to process membership renewals and reports. We are sending a membership receipt/membership card by e-mail to those with e-mail addresses. The process to send out automatic e-mail renewal minders is not working, which the committee was unaware of until early this year. Gordon McBean is working on solving this issue. Several new members, especially those from out of the province/country, are joining using PayPal. Currently, approximately 47% of the membership is wanting *Generations* e-mailed and the number wanting e-mailed copies continues to increase.

SPECIAL PROJECTS

Chair: Kathy Stokes, MGS #125

The Special Projects Committee consists of the Wednesday volunteers – Linda Toews, Orma Sozansky, David Jenkins, Mona Phillip, Karen Becker and Kathy Stokes.

The main work of Special Projects is with our collection of some 1375 cemetery transcriptions, many of which date back to the late 1970s. We are working toward entering all of them into a common format on computer, developing indexes for each and then integrating the information into the MANI index which is being handled by IT volunteers.

Our cemetery index is listed on our web site, along with the purchase price for each transcription. Although we have for many years mailed out the orders we receive, we now send the transcriptions by e-mail which is much quicker, and also saves the postage costs. However, sales are not as great as they once were.

Many of our cemeteries need updating, so we encourage anyone who wants to spend some time outdoors and would like a small job, to contact us and we will find cemeteries for them to bring up to date. Special Projects is also interested in the further development of our Strays Index. If you receive newspapers other than the *Winnipeg Free Press*, we would appreciate it if you would clip out obituaries of anyone who was born in Manitoba, note the name of the newspaper and its date and forward the clippings to MGS. These will be entered into the MANI index as well.

There are other projects we could do if we have volunteers. Please contact MGS if you are interested.

COMMUNICATIONS REPORTS

VICE-PRESIDENT

Janice Butcher, MGS #4419

The Communications Department presently consists of *Generations* editor, David Farmer, and Education and Outreach Chair, Bill Curtis. I thank them both for their hard work during this year.

My main priorities for the 2015-2016 year have continued to be the updating of the MGS web site and Facebook page. Great news – we have hired a web site designer, Mark Nelson from Multipoint Productions, to redo the “old” web site using Word Press. Mark has worked for MGS before and gave us a discount from his usual fees. Thank you Mark for a great job. And thank you to Gord McBean for his advice during the process. The “new” web site went live at the end of April with a new “look and feel” and some great new features including a news feed and events calendar. Branches will now have editorial control over their own Branch pages and will be able to post their own events and news. Training is ongoing so it will take awhile for all improvements to be made.

Our Facebook page is getting more traffic with more “likes” and “posts”. Please look at it often for the latest news. Out-of-province people sometimes post information and questions so it is a valuable tool to interact with other genealogists.

MGS has taken part in three major publicity events this year. Our Open House in conjunction with Culture Days was held on September 26, 2015. The Red River Heritage Fair was held on May 5, 2016 with students from Grades 4 – 9 displaying their history projects. We sponsored an award for the best Family History project and I volunteered to be the judge for our award. On May 14, 2016 MGS participated in the Manitoba Day display at the Manitoba Museum, along with several other heritage groups.

GENERATIONS

David Farmer, MGS #2277

No report.

OUTREACH and EDUCATION

Chair: Bill Curtis, MGS #2882

Many groups contact us to ask if we can provide a speaker. Sometimes we can offer guidance, but not a knowledgeable speaker, as happened for example this year, with a Japanese heritage group.

This year we provided two classes each to Louis Riel (Winnipeg) Library and Charleswood 55+ Active Living Centre on the subject of Beginning Genealogy. A session was also given at Creative Retirement on the subject of DNA for genealogy.

We provided informational booths at the St James Seniors' Fair, the Manitoba Social Science Teachers' Association, the Manitoba Highland Gathering in Selkirk, Manitoba Heritage Day at the Manitoba Museum, and of course the week-long Folklorama festival.

There will be an upcoming talk at St Andrew's Rectory in August, and of course we will be at Folklorama again, (the largest and longest-running multicultural festival of its kind in the world). Our booth will be running from Sunday July 31st, until Saturday August 6th. We can always use volunteers.

This year is also the 50th anniversary of the Manitoba Highland Games in Selkirk which will be held over two days, Saturday and Sunday, July 2nd and 3rd. Hope to see you there!

PUBLICATIONS

Vacant.

PUBLICITY

Vacant.

INFORMATION TECHNOLOGY REPORTS

VICE-PRESIDENT

Gordon McBean, MGS #3033

We are approaching one year since we launched MANI and the member uptake has exceeded our expectations. Starting last May we had 0 users and we now have 218 members who have activated their access. This is almost 2/3 of our members!

MANI is our "Members Only" area for MGS. It controls access to only current members and associates. It allows our members to renew online as well as new members to join MGS. Each module relies on the other modules and exchanges information. All of the modules connect through the MANI database. This (MANI) project will serve as a platform used for ongoing storage and dissemination of all MGS data. It could also expand to include data from other organizations. The MGS goal is to creating a broad and powerful platform that will keep current members and attract new members.

We have been working on fixes to several of the known issues in MANI. The password reset tool now works, so users who forget their password can have a new one e-mailed to them.

MANI has also attracted a number of new members not only from outside Manitoba but around the world. The ability to pay by PayPal has been a real boon. In addition special access accounts for each Branch have been set up and given to the Branches. This allows the Branches to view the up-to-date Branch membership as recorded in the MGS membership module.

We have been working on creating documentation and support material for MANI as well as getting the information to our members. A MANI newsletter was started in order to promote MANI as well as educate our members on how to use MANI. With the assistance of a technical writing student from Red River College, we have edited manuals for: Basic User, Volunteer and Administrator roles. With the number of changes that have taken place in MANI we will need to update these in the coming year. All MGS members with MANI accounts were e-mailed a link to the latest version of the MANI Members and Volunteers manuals. The Admin Manual contains special sections for Membership, Finance, e-Store and Branch membership functions that can be distributed separately.

Work continues on preparing and editing content to be uploaded to MANI. At the end of 2015 we had 842,267 index records uploaded into MANI. To improve the quality of our indexed items we continue to edit

existing items. Pat Allan has done the majority of this work and I thank her for all her work. The page numbers from a large portion of the transcriptions need to be entered into MANI as they were not in the original Access Database. There are also about one quarter of the transcripts still to be scanned to create digital files as we only have paper copy.

We have not been successful with grants this past year. Funding for projects was possible due to our successful Capital Campaign. This fund provides a cushion that allows us to continue to move ahead when we are not successful with grant applications. For the upcoming year we are working on getting grant funding and arranging to create a new Cemetery Transcription Module. It will manage both Cemetery Transcriptions as well as keep the indexes updated in MANI. This system will produce print-on-demand copies of Cemetery transcriptions with the latest updates. Grants have been applied for in order to finance this upgrade.

We have reached the end of our five year Strategic Plan. It was interesting to note that the IT objectives listed have been completed or are well on their way to being completed. We need to do some forward thinking of where we want to be in five years. Having a Strategic Plan is useful when applying for grants or our annual submissions. With this in mind a special Council meeting was held in Portage la Prairie in April. In order to improve communications and reduce response times we have been reworking how we use e-mail. New e-mail forwarding accounts have been set up for the MGS Branches as well as Council positions. By using these generic addresses we will never have someone using an old or out-of-date addresses. This of course assumes that we are notified that a change of individuals has occurred and the forwarding address needs to be changed. Each forward can be sent to more than one address. When new people take on a positions we just need to change the forward address. The MGS e-mail account will always remain the same. Moving to a system where we list job functions instead of individuals and then forward it to the current holder of the position. We have set up auto replies and mass forward accounts. Here is how it works, an e-mail is sent to the mailbox and then forwarded to the individual's e-mail address. The sender receives an autoreply so they know it was received and text to inform them of when they can expect a reply. This will reduce the delays we are experiencing without revealing the e-mail addresses of our members.

We now have a newly redesigned MGS web site. We will be adding additional features as well changing the look of the KOHA and MANI sites to match the New MGS web site look. We will be able to host sub-web sites for the branches and give them editing and updating access.

KOHA has been brought home from Toronto. A new version of KOHA, the MGS Library online catalogue software, is being tweaked in the latest version of the software. It is running on a repurposed computer acting as the server at the MGS Resource Centre. There is not a go-live date set at present. We thank Mary Bole's daughter, Amber, for all of her work in the past and for setting up the new KOHA.

We are working with the Manitoba Historical Society to share information formatted for MANI that they will include in their cemetery locator. In return they will point back from their site to us as a source for further information on cemeteries.

The MGS is experiencing a financial crunch as costs continue to rise. Again this year the Southeast and Winnipeg Branch is covering the cost for subscriptions to *Ancestry.com* and *Newspaperarchives* as well as the high speed Internet connection for the Resource Centre. Thank you on behalf of MGS.

Future projects in the works or under consideration

1. We are working to fix bugs in the MGS e-store. We need to verify its security and functionality and then add links for users in MANI as well as links for access from MGS www web site. This will allow for the purchase of MGS printed and digital material.
2. Video conferencing for council meetings. It has been suggested that we look into a web video system to allow the Branches to attend the Council meetings via a computer audio and video feed. We had tried to set this up before but the service we were planning to use terminated our account.
3. Adding a Cemetery Transcription Module to MANI Work was done on developing a proposal for the next module to be developed. A Module to manage both Cemetery Transcriptions as well as keep the indexes updated in MANI. This system will produce print-on-demand copies of Cemetery

Transcriptions with the latest updates. Grants have been applied for in order to finance this upgrade. We will have to apply for additional funding as the estimated cost has come in higher than expected.

4. Setting up a computer for the Southwest Branch Library with our software set, KOHA and MANI Library access.
5. Our Pay-Per-View (PPV) Module needs more work before it is ready to provide page views.
6. As a revenue source we need to develop a "Day-Pass". This would allow a non-member to purchase a 24 hour pass to search MANI. This would also help us comply with some granter requirements that state there must be access for the public.

COMPUTER

Vacant, but included in above report.

FINANCE REPORTS

VICE-PRESIDENT FINANCE

Rick McLellan, MGS #3353

You will notice that the income statement this year is for a full year while last year's statement was for only 8 months as a result of the change in our fiscal year. Our statement therefore compares a full year to a partial year.

The net income still appears as a favourable balance. Last year's net income was much larger but was due mainly to the large bequest of approximately \$11,800.00. With a full year however we did finish with a positive balance which is a big accomplishment these days with rising costs. This was due to a conscious effort to reduce spending and to increased membership revenue. As a result we did not require a transfer of funds from the Life Membership Fund.

We have streamlined some of the revenue stream using PayPal. Donations, research requests and memberships can now be paid using this method. We have also opened up an on-line research with credits handled by PayPal access.

I thank Linda Wray for handling the duties as Treasurer this year and relieving me of many of my weekly duties. I also thank Judith Roe who has continued to find ways to raise funds for the organization.

Thanks are also due to Susan Thorpe and Daryl Dumanski for looking after our Financial Review again this year.

FUNDRAISING

Chair: Judith Roe, MGS #4326

The Baking Sale at the Christmas Luncheon has gained in popularity. At inception three years ago it made a profit of 36 dollars to an increase of 169 dollars at the 2015 sale.

Thus surpassing the raffle baskets in sales. With that in mind I will reduce the raffle baskets and increase the volume of baking goods at the next event.

In February I offered a Valentine Basket financed by me which was a risk that paid off. That basket raised a total of 85 dollars. A member of MGS, Jill Glover was the very happy winner.

In the future another garage sale is one suggestion. The last one held at Kathy Stokes' home was successful.

At various events that I attend, I offer books for a donation. Acting as an ambassador at large is what every member should be doing. For example, I gave a talk to a Seniors' group and handed out a lot of MGS's promotional material.

My moment of fame on CTV's report on DNA was viewed by many from the druggist at Safeway to the man who sells prescription glasses at Costco to friends in Bracebridge, Ontario. I have spent time telling them where the library is located and what we have to offer.

My time is also spent decorating the library. I would welcome another creative person who would bring fresh ideas to the job.

GRANTS and APPLICATIONS

Vacant.

MGS TREASURER

Linda Wray, MGS #5341

Treasurer's report, page 14.

BEAUTIFUL PLAINS BRANCH, MGS Financial Report

Financial Report for April 1, 2015 – March 31, 2016:

Bank Balance on April 1, 2015 \$1632.28

Revenue:

Donation	\$100.00	
Memberships	197.50	
Sale of Books	<u>100.00</u>	
<u>Total revenue</u>		397.50

Expenses:

Office Supplies	286.26	
Rent	175.00	
Purchase of Book	25.00	
Printer/Scanner	<u>287.84</u>	
<u>Total Expenses</u>		774.10
<u>Net Loss</u>		376.60 (376.60)

Bank Balance on March 31, 2016 \$1255.68

DAUPHIN BRANCH, MGS Financial Report

No report.

SOUTHEAST & WINNIPEG BRANCH, MGS Financial Report

Treasurer: Susan Thorpe, MGS #5195

Profit and Loss Statement For the Year Ended April 30, 2016

INCOME

Donations	50.00
Interest Income	41.24
Memberships-Branch	1,008.00
Memberships-Guest	<u>65.00</u>

TOTAL INCOME 1,164.24

EXPENSES-BRANCH

Ancestry.com/Newspaper Archives/Internet	1,200.00
Ezine Email Provider	73.57
Honorariums	400.00
Photocopies	11.60
Rent	<u>180.00</u>

TOTAL EXPENSES 1,865.17

NET SURPLUS/DEFICIT (700.93)

Continued next page

Balance Sheet
For the Year Ended April 30, 2016

ASSETS

Bank Balance as of April 30, 2016	2,978.50
Petty Cash	<u>20.00</u>
	2,998.50

Accounts Receivable - memberships received by MGS Not yet paid to Branch	60.00
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Prepaid Expenses	1,200.00
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Other Assets**Investments**

GIC Term 2: Maturity e March 15, 2017	<u>2,160.00</u>
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TOTAL ASSETS	<u>6,418.80</u>
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Current Liabilities

Accounts Payable	60.00
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Retained Earnings	7,039.73
Net Surplus/Deficit	<u>(700.93)</u>

TOTAL LIABILITIES AND EQUITY	<u>6,418.80</u>
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SOUTH WEST BRANCH, MGS Financial Report

Treasurer: George Mackay, MGS #5162

Annual Treasurer's Report for the year ending December 31, 2015

Account #	Description	
1010	Crocus Credit Union as at Jan1/2015	\$ 2,288.02
1100	Cash	\$ 100.00
1202	T Bill Mutual Fund	\$ 8,359.94
	Total Cash Assets at Jan 1, 2015	\$ 10,747.96
	Receipts	
4100	Net MGSI Memberships	\$ 306.00
4102	SWB Memberships	\$ 190.00
4300	Research Income	\$ -
4302	Library and Other Pub Sales	\$ -
4304	Cemetery Index Sales	\$ 24.27
4305	Interest on T-Bill	\$ 20.11
4306	Meetings Coffee Income	\$ 47.50
4400	Heritage Dinner	\$ 1,575.00
4404	Workshops	\$ 2,700.00
4405	Guest Fees & Photocopy	\$ -
4406	Other Income	\$ -
4408	Donation	\$ 105.00
	Total Receipts	\$ 4,967.88
	Expenses	
5102	Service Fees	
5103	Office Supplies	\$ 28.28
5104	Newsletter expense	\$ 67.12
5105	Stamps for Newsletters	\$ 89.92
5109	New Equipment Purchases	\$ -
5110	Misc Expense	\$ -
5112	Heritage Dinner	\$ 960.00
5117	Workshops	\$ 1,355.93
5113	Postage Other	\$ -
5122	Donations	\$ 100.00
5124	General Meeting Expense	\$ 15.00
5125	Ruth Tester Award	\$ -
5128	Rent (\$660) and insurance	\$ 837.00
5129	Books for library	\$ -
5131	SWB Website	\$ 187.58
	Total Expenses	\$ 3,640.83
	Net Profit (Loss) for Year	\$ 1,327.05
1010	Crocus Credit Union as at Dec 31/2015	\$ 3,594.96
1100	Cash	\$ 100.00
1202	T Bill Mutual Fund	\$ 8,380.05
	Total Cash Assets Dec 31, 2015	\$12,075.01
	Difference	\$ 1,327.05
	Memo information	
	Net Profit from Heritage Dinner	\$ 615.00
	Net Profit from all Workshops	\$ 1,344.07

THANK YOUs

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 partial year. They are:

- **Government of Manitoba
Department of Tourism, Culture, Heritage, Sport and Consumer Protection**
for financial support for our many projects.
- **Heritage Grants Program, Historic Resources Branch**
- **The Winnipeg Foundation**
- **Friesen's Printing**
- **Manitoba Historical Society**
- **Toronto Dominion Bank**
- **Red River College**
- **St Mary's Nursery & Garden Centre**