

## **KCGS Board Meeting Monday August 28, 2012 Gateway Bio-Science Bldg. Room 121**

Present: Judy Uelmen, Judy Reynolds, Trisha McMaster, Suzanne Dibble, and Paula Frye  
Meeting started at 6:45 pm

- 1) It was noted that there was not enough board members to appoint a vice president. We will have to do it via email with the officers.
- 2) Suzanne showed an example of a tombstone rubbing with Carboff paper. She used a pink eraser and chalk for viewing the gravestone. We learned at Bosman Monuments to use a scrubbing pad for rubbing the Carboff paper. Use a kitchen scrubber pad. Don't use one that is too rough as it will leave to many scratches on the Carboff paper and one that is too soft does not produce a good rubbing. As you are rubbing you will see how much pressure you need to apply.
- 3) Judy has flyer for meeting Sept 10, 2012 with lecture "Beginning Genealogy". We will also have hand outs. We are encouraging any members to bring interested family & friends. The meeting starts at 6:30 until 7:00. At 7:00 our speakers will start with their program.
- 4) KCGS will have 2 short workshops at the Southside Library. We are offering individual consultations to the public where volunteers will be assisting researchers with their family trees. The workshop will be on Mondays Sept 17 and Oct 3 from 6:00pm to 8:00pm. If any one of our members can genealogy volunteers can help, please inform Judy. If possible, Volunteers should bring their own laptops.
- 5) Topics for future meeting are:  
  
Sept. - Trisha will present "Beginning Genealogy" using Family Tree Maker & PAF software. Other software will be mentioned along with keeping manual written records.  
  
Oct. - Jeff will present "Making your own genealogy web site" so you can share it family and how to password it.  
  
Nov. - Holiday Party
- 6) Discussion on whether or not to start having Holiday party at Dec Meeting. Judy explained that we could not do it this year as we already have a contract with Gateway and December is already full. Judy is getting ready to do next year's contract and will go ahead and will include a December date. Suzanne suggested that maybe have the holiday party on the 1st Monday night in Dec in place of having a board meeting. Shelved until next board meeting.
- 7) Suzanne stated she has a load of newsletters from other states genealogy society. She will bring them to our next meeting for members to take.
- 8) Diane Giles of the Kenosha News met with Judy and other members on the cemetery project at Green Ridge Cemetery. We talked about the "KCGS - Kenosha County Cemetery Project". We need help getting volunteers and donations to help pay for the rubbing paper. We showed them how to do a proper tombstone rubbing in the Veteran's Circle area of the Cemetery. We also showed her that we put a bucket together and the different items we include in the bucket. Photos were taken and Diane is planning to publish article soon.
- 9) Discuss some hold up of cemetery project due to summer heat. Individuals doing the collecting can do as weather permits and may do 1-2 rows and able.
- 10) Treasurer was not present at the meeting, so Judy said she remembered his last report it showed that no real changes in monies levels.

11) Display Case - Suzanne reviewed a flyer that is in the display case. We will need to change our meeting times on the flyer to reflect that our meetings start at 6:30 pm and the speaker will start at 7:00 pm. We meet on the 2nd Monday of each month, except Dec, July & Aug. The general public is advised to check our web site for the exact building we will be in at Gateway. Jeff & Judy will need to be sure we have our web site to reflect this information.

12) Name Tags - We don't always have name tags available at our meetings. It is frustrating to talk to different members and not know their names, especially if they are new. Suzanne will price the badge holders for our officers and volunteers at the up coming workshop at SW Library. If the price is reasonable, we will get them for the whole membership. We discussed the type to get, either with a cord for around your neck or a clip for your shirt for all our members. We will try to have this done by our first meeting. Suzanne will print up the labels for our members & a few extra for our guests to wear at the meeting. The name tags will be placed in alpha order on the table near the welcome table. They can find their own name. At the end of each meeting, we will ask that everyone put the name tags in the box on their way out. Suzanne will keep the name tags until the next meeting each month.

13) Surnames - Discussion about new members and having them fully fill out the application form. We need their address, phone number, email, and their surnames that they are researching. The welcome table needs to check the form for completeness and hand it back if necessary to complete. Don is usually busy setting up for the meeting or taking down stuff at the end of the meeting. The welcome table can take the money and attached it to their application. Write on the application the check # or cash, the amount & date paid. Put it in a big brown envelope for Don to take home with him. Only call on Don if the welcome table needs change. Also Judy stated that in January 2013 all members will be requested to fill out a new form for surnames with the surname, date range, and location researched. Before January, we will need to have a new application form ready for reflect the changes.

Meeting adjourned at 8 pm