

Minutes of meeting of the
Directors of the Québec Genealogical eSociety (QGeS)
held on 13 November 2018 at 10:00 am (EDT) via GoToWebinar

Present: Michael Baker
Bruce Dawe (sans microphone)
Mark Gallop
Johanne Gervais
Michael Laekas (chairperson & secretary)

Next meeting: 11 December 2018 @ 10:00 (EDT)

1) Website development / modification /support activities

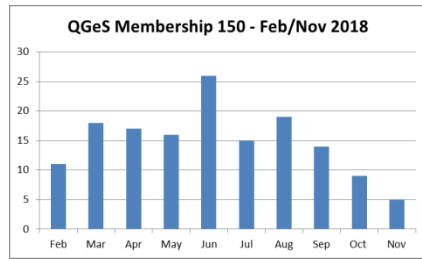
Item	Status	Priority	Action
a) "Terms of Membership" note on the checkout page	Requires Koumbit input. Not started	3-After Membership automatic renewal & Member's Forum	Johanne
b) Membership automatic renewal	Work is underway by Koumbit- completion expected by end of November.	1- Must be productionized before 31 December 2018	Johanne
c) Members' Forum	No revised estimate provided. Post meeting update: Work is underway by Koumbit. Development testing expected to begin in December.	2- After Membership automatic renewal	Johanne

2) Administrative tasks

a) Distribute 2018 Annual Survey: Mike L reported that the 2018 annual survey was distributed to members on 08 November. To date there have been 23 responses. An automatic reminder will go out on 15 November to those who haven't responded. In addition, Johanne will include a reminder in the next newsletter. Action: Johanne.

In terms of closing the survey, the meeting agreed on Johanne's suggestion of December 01. Action: Mike L.

b) Review BMS2000 / PRDH usage: Data collected suggests QGeS users consume ~10,000 hits over 2.5 - 3 month period for both databases. Mike B suggested incorporating number of members with usage data to see if there is a correlation. Mike L agreed to provide the data. Action: Mike L.



3) Marketing tasks

a) Tour de Québec: Johanne reported that the 2018 Tour de Quebec is completed. Two venues from the original initiative remain for 2019, Saint-Anne-de Bellevue and Aylmer. Johanne reiterated that this was a high maintenance, low yield project.

b) Provide non-members with access to site during National Genealogy Week: Mark suggested providing access to recorded webinars but not upcoming webinars. Action: Johanne.

c) Social Media: Mark said that he had tried to join Instagram but wasn't able. Johanne mentioned that Gail Dever (renowned genealogy news blogger) said our focus should be on Twitter and YouTube. The meeting agreed to limit our efforts to Facebook, Twitter, and YouTube. Action: Mark and Johanne and Mike B.

d) Monitor upcoming Genealogical Conferences and propose to Board where/when QGeS should participate: Mike L reported he had provided Bruce with a copy of the Upcoming Conference file and that they were working together on the transition. Action: Mike L and Bruce.

e) Newsletter: As noted previously, Johanne will mention the survey and the upcoming closure date of December 01. In addition, she will ask for suggestions for webinars in 2019. Action: Johanne

4) New Items:

a) Webinars for National Genealogy Week: Johanne asked if anyone was interested in doing a webinar for Genealogy Week. Mike B said that with access to recorded webinars on Open House day, non-members had plenty of material to peruse. No further action required.

b) Webinars for 2019: Johanne asked if either Mark or Mike B were interested in doing a webinar. Both will consider what and when. Action: Mike B and Mark.

c) 2019 Board meeting dates: The meeting agreed to add this item to the agenda for the December 2018 meeting.

5) Pending / Ongoing Items (no discussion planned for this meeting)

a) Public Accountant:

March 2019 -Issue revised Policy 2 that excludes members from the Public Accountant vote if they are temporarily absent from the meeting at time of vote.
Action: Mike L

April 2019 -Advise members via Newsletter of change to Policy 2 prior to next survey to members on an annual basis. AGM. Action: Johanne

b) Ongoing –

1) Directors will continue to assess the tasks in the Administration Manual in the QGeS Dropbox to consider what tasks they can / want to assume.

2) U.S. Border States activity: The Northeastern states make up 45 percent of the 2.16 million who cited French Canadian ancestry in the 1990 census. This information will guide future Marketing efforts.

3) Reach out to members: The Customer Care Team will contact members with stated goals / objectives in their profile to see if QGeS resources have facilitated the process.