

## **Advisory Board Minutes - October 2003**

Approved 19 Nov 2003

### **Call to Order**

October Session (10/6/03) The October Meeting of the Advisory Board of The USGenWeb Project was called to order by National Coordinator Isaiah Harrison.

The posted agenda was as follows:

#### AGENDA

October 2003 Meeting

Reading, correction, approval, or disposition of minutes

Appointments

MNGS Committee

Election Committee Slate

Reports

Election Committee Report

National Coordinator's Report

Old Business

Review of Election Committee procedures pertaining to ASC's eligibility to run for office.

New Business

Amendment to Election Committee Procedures

Site Review Committee

Logo Issues

Announcements

Adjournment

REMEMBER: Items may be added to the agenda at any time by forwarding them to the Chair. Please indicate whether your item is a Discussion Item or an actual Motion. If it is a Motion, please include the full text.

When the MNGS Committee was formed, we wanted a balance of AB members and non-AB members on it. There has been no response to my request for volunteers from the AB. I'll wait until tomorrow afternoon for someone to speak up and then look elsewhere.

### **Approval of Minutes**

9/03 (10/10/03) By general consent, the minutes of the September 2003 meeting of the Advisory Board were approved as written.

### **Motion**

EC Slate (10/06/2003) NW/P CC Representative Gail Meyer Kilgore presented the following motion:

"I move that we accept the slate submitted by the EC." (see "Other Business" section below)

The motion was numbered 03-21. Discussion ensued.

The motion passed with 13 "yes" votes, no "no" votes, no abstentions, and 2 members not voting.  
(10/11/2003)

Those voting YES: Cyndie Enfinger, Pam Reid, Shari Handley, Teri Brown, Don Kelly, Darilee Bednar, Gail Meyer Kilgore, Christine Goff, Denise Woodside, Linda Blum-Barton, Larry Flesher, Phyllis Rippee, Bettie Wood

Those voting NO:

Those abstaining:

Those not voting: Richard Howland, Jan Cortez

---

Additional Comments:

Passed after updated/amended slate was submitted.

### **Motion**

EC Procedure Changes (10/21/03) SW/SC SC Representative Larry Flesher presented the following motion:

"I move that the slate of proposed changes to EC procedures, including the latest wording revision, be adopted. "

The motion was numbered 03-22. Discussion ensued.

The motion passed with 9 "yes" votes, no "no" votes, no abstentions, and 6 members not voting.  
(10/31/03)

Those voting YES: Cyndie Enfinger, Pam Reid, Shari Handley, Darilee Bednar, Gail Meyer Kilgore,  
Christine Goff, Linda Blum-Barton, Phyllis Rippee, Bettie Wood

Those voting NO:

Those abstaining:

Those not voting: Richard Howland, Teri Brown, Jan Cortez, Don Kelly, Denise Woodside, Larry Flesher

---

Additional Comments:

Motion was passed after amendment.

### **Motion**

Amendment - EC Procedure Changes (10/24/03) SW/SC CC Representative Phyllis Rippee presented  
the following motion:

Already stated in recommended change 6: "Any member of the project who is eligible to vote is  
eligible for membership in the EC." I propose to amend this by including the following: "The exception  
being that no Advisory Board member may serve as a working member of the EC. An EC member who  
is elected to national office may continue to serve on the EC until seated on the AB. Current EC  
members are exempt from this exception until completion of their appointed terms."

The motion was numbered 03-22 (1). Discussion ensued.

The motion passed with 10 "yes" votes, 4 "no" votes, no abstentions, and 1 member not voting.  
(10/29/03)

Those voting YES: Cyndie Enfinger, Pam Reid, Jan Cortez, Don Kelly, Darilee Bednar, Gail Meyer  
Kilgore, Christine Goff, Linda Blum-Barton, Larry Flesher, Phyllis Rippee

Those voting NO: Shari Handley, Richard Howland, Teri Brown, Bettie Wood

Those abstaining:

Those not voting: Denise Woodside

---

Additional Comments:

None

### **Other Business**

New EC Members (10/06/03) National Coordinator Isaiah Harrison posted the following correspondence:

Per Election Committee Procedures, the EC respectfully submits the following Slate of prospective EC Members for your approval/disapproval.

Should the AB approve of the submitted Slate, the EC requests immediate seating of all new EC Members in order to have time to properly train new members, and to elect EC officers for the year 2004.

EC Representative At Large - 1 Seat:

\*Two year term beginning January 1, 2004, ending December 31, 2005.

Tina Vickery

Qualifying Positions:

SC WIGenWeb <http://www.rootsweb.ancestry.com/~wigenweb/>

CC Door County, WI <http://www.rootsweb.ancestry.com/~wigenweb/door/>

ASC MEGenWeb <http://www.rootsweb.ancestry.com/~megenweb/>

CC Kennebec County, ME <http://www.rootsweb.ancestry.com/~mekenneb/>

CC Hancock County, ME <http://www.rootsweb.ancestry.com/~mehancoc/>

CC Albany County, NY <http://www.rootsweb.ancestry.com/~nyalbany/>

NorthEast/North Central - 2 Seats:

\*Two year term beginning January 1, 2004, ending December 31, 2005

Marcia Kuehl

Qualifying Positions:

ASC WIGenWeb <http://www.rootsweb.ancestry.com/~wigenweb/>  
CC Wood County, WI <http://www.rootsweb.ancestry.com/~wiwood/>  
CC Portage County, WI <http://www.rootsweb.ancestry.com/~wiportag/>  
CC Monroe County, WI <http://www.rootsweb.ancestry.com/~wimonroe/>

\*One year replacement term ending December 31, 2004

Marie Mickalunas

Qualifying Position:

CC Rusk County, WI <http://www.rootsweb.ancestry.com/~wirusk/>

Northwest Plains - 1 Seat:

\*Two year term beginning January 1, 2004, ending December 31, 2005

Greta Thompson

Qualifying Positions:

CC Marion County, IA <http://www.rootsweb.ancestry.com/~iamarion/>

IAGenWeb Welcome Hostess <http://iagenweb.org/state/iagenweb.htm>

Manager, IA Family Group Sheet Special Project <http://www.rootsweb.ancestry.com/~iafags/>

Southeast/Mid-Atlantic - 2 seats:

\*Two year term beginning January 1, 2004, ending December 31, 2005

Deb Haines

Qualifying Position: CC MSGenWeb

CC Marshall County, MS <http://www.rootsweb.ancestry.com/~msmarsha/>

\*One year replacement term ending December 31, 2004

Nola Duffy

Qualifying Position:

CC Bute County, NC <http://www.rootsweb.ancestry.com/~ncbute/>

Southwest/South Central - 1 Seat

\*Two year term beginning January 1, 2004, ending December 31, 2005

Jason Myles Felihkatubbe

Qualifying Positions:

CC Garfield County, OK <http://www.rootsweb.ancestry.com/~okgarfie/gar.htm>

CC Beaver County, OK <http://www.rootsweb.ancestry.com/~okbeaver/>

CC The Ponca Agency (IT/OK Project) <http://www.rootsweb.ancestry.com/~itponca/>

CC The Cherokee Outlet (IT/OK Project) <http://www.rootsweb.ancestry.com/~itoutlet/>

CC Yell County, AR <http://www.rootsweb.ancestry.com/~itoutlet/>

The Election Committee appreciates the Advisory Board's consideration on this matter, and will be happy to answer any questions.

Respectfully submitted,  
Ellen Pack

### **Other Business**

Tombstone Project (10/06/03) National Coordinator Isaiah Harrison posted the following correspondence, commenting, "Gail Kilgore sent (this) to the Tombstone list about her activities during our "vacation." This is the kind of opportunity we all need to look for (or create!) to gain publicity for the project.":

Just wanted to let you know that on Monday, 29 Sep 2003 I met the Rocky Mt. News Reporter, Jim Sheeler at the courthouse in Leadville, CO. Jim informed me that he had a photographer coming that he was waiting for. When Linda arrived from Denver we took off and I took them to a small grave site above Leadville. I don't know how they faired in the hike but I was sore the next day. I know the altitude got to me too, going to 10,000 ft. + after arriving from AZ on Sunday. Linda took a lot of pictures at that site and then we headed to Evergreen Cemetery, the main cemetery for Leadville now and we went into the first section with burials into the 1880's. We were in the pine trees and walked around all the sunken graves and I showed them how I transcribe a cemetery. I was at one grave that was nothing but a wooden marker and it did have some engraving on the piece of wood. No one could see it but me so I got right down in the dirt and pine needles and felt the letters with my hands and in a few minutes had the name Mrs. Annie Parsons. They were both amazed at how I do this.

Linda took some pictures of the sad shape this part of the cemetery is in and how soon all will be lost in that section.

Am anxious to see the article in the newspaper and the pictures too.

We were together for about three hours and Jim had to head back to Denver. Later that afternoon I saw Linda in town and she said that the weather and the fall colors were to beautiful so she stayed to take more photographs of Leadville.

Gail

### **Other Business**

MNGS Committee (10/07/03) National Coordinator Isaiah Harrison made the following announcement:

Thank you to Linda Blum Barton and Bettie Wood for volunteering for the MNGS committee.

### **Other Business**

EC Revised Slate (10/10/03) National Coordinator Isaiah Harrison posted the following correspondence:

It is the understanding of the EC that there is some AB objection to the omission of Bettie Wood's name from the current submitted slate.

In the interest of expediting the matter, the EC respectfully requests permission at this time to withdraw the current slate, and submit the following revised slate (below) that is inclusive of Bettie Wood.

The EC would like to take this opportunity to clearly state there was never any attempt by this committee to commit any "covert" action whatsoever. The EC believes there is nothing in the EC Procedures that precludes the EC from making internal personnel adjustments of confirmed members. The Committee is simply attempting to fill vacant committee seats with the best volunteers available, so we may do the best possible job for the Project.

Revised Slate:

EC Representative At Large - 1 Seat:

\*Two year term beginning January 1, 2004, ending December 31, 2005.

Tina Vickery

Qualifying Positions:

SC WIGenWeb <http://www.rootsweb.ancestry.com/~wigenweb/>

CC Door County, WI <http://www.rootsweb.ancestry.com/~wigenweb/door/>

ASC MEGenWeb <http://www.rootsweb.ancestry.com/~megenweb/>

CC Kennebec County, ME <http://www.rootsweb.ancestry.com/~mekenneb/>

CC Hancock County, ME <http://www.rootsweb.ancestry.com/~mehancoc/>

CC Albany County, NY <http://www.rootsweb.ancestry.com/~nyalbany/>

NorthEast/North Central - 2 Seats:

\*Two year term beginning January 1, 2004, ending December 31, 2005

Marcia Kuehl

Qualifying Positions:

ASC WIGenWeb <http://www.rootsweb.ancestry.com/~wigenweb/>

CC Wood County, WI <http://www.rootsweb.ancestry.com/~wiwood/>

CC Portage County, WI <http://www.rootsweb.ancestry.com/~wiportag/>  
CC Monroe County, WI <http://www.rootsweb.ancestry.com/~wimonroe/>

\*One year replacement term ending December 31, 2004

Marie Mickalunas

Qualifying Position:

CC Rusk County, WI <http://www.rootsweb.ancestry.com/~wirusk/>

Northwest Plains - 1 Seat:

\*Two year term beginning January 1, 2004, ending December 31, 2005

Greta Thompson

Qualifying Positions:

CC Marion County, IA <http://www.rootsweb.ancestry.com/~iamarion/>

IAGenWeb Welcome Hostess <http://iagenweb.org/state/iagenweb.htm>

Manager, IA Family Group Sheet Special Project <http://www.rootsweb.ancestry.com/~iafags/>

Southeast/Mid-Atlantic - 2 seats:

\*Two year term beginning January 1, 2004, ending December 31, 2005

Deb Haines

Qualifying Position: CC MSGenWeb

CC Marshall County, MS <http://www.rootsweb.ancestry.com/~msmarsha/>

\*One year replacement term ending December 31, 2004

Nola Duffy

Qualifying Position:

CC Bute County, NC <http://www.rootsweb.ancestry.com/~ncbute/>

Southwest/South Central - 2 Seats

\*Two year term beginning January 1, 2004, ending December 31, 2005

Jason Myles Felihkatubbe

Qualifying Positions:

CC Garfield County, OK <http://www.rootsweb.ancestry.com/~okgarfie/gar.htm>

CC Beaver County, OK <http://www.rootsweb.ancestry.com/~okbeaver/>

CC The Ponca Agency (IT/OK Project) <http://www.rootsweb.ancestry.com/~itponca/>

CC The Cherokee Outlet (IT/OK Project) <http://www.rootsweb.ancestry.com/~itoutlet/>

CC Yell County, AR <http://www.rootsweb.ancestry.com/~itoutlet/>

One year replacement term ending December 31, 2004

Bettie Wood



Qualifying Positions:

ASC TXGenWeb <http://www.rootsweb.ancestry.com/~txgenweb/>

CC Bosque County, TX <http://www.rootsweb.ancestry.com/~txbosqu2/>

CC Lee County, TX <http://www.rootsweb.ancestry.com/~txlee/>

CC Uvalde County, TX <http://www.rootsweb.ancestry.com/~txuvalde/>

CC Stone County, AR <http://www.rootsweb.ancestry.com/~arstone/>

Thank you for your consideration.

Respectfully submitted,

The USGenWeb Election Committee

**Other Business**

Third Quarter Election Committee Report (10/11/03) National Coordinator Isaiah Harrison posted the following correspondence:

The USGenWeb Election Committee respectfully submits the following 3rd Quarter Report.

July 2003 -

Voting in the National Election 2003 began. Bounces were heavy, notwithstanding concerted efforts to prepare an accurate voter list.

July 2 - Temporary Helper Connie Snyder left EC due to vacation.

Election results were announced on 4 August, 2003:

National Coordinator

Total Votes: 499

Richard Harrison - 150 30.1%

Tim Stowell - 114 22.8%

Ron Eason - 89 17.8%

Jim Powell - 78 15.6%

Bill Oliver - 68 13.6%

Run-off between Richard Harrison and Tim Stowell

---

Representative At Large

Total Votes: 425

Shari Handley - 141 33.2%

Angie Rayfield - 113 26.6%

Jason Mendenhall - 88 20.7%

Ellen Rohr - 83 19.5%

Run-off between Shari Handley and Angie Rayfield

--

Archives Representative

Total Votes: 61

Cyndie Enfinger - 22 36.1%

Ken Johnson - 21 34.4%

Maggie Stewart-Zimmerman - 18 29.5%

Runoff - Cyndie Enfinger and Ken Johnson

--

Tombstone Representative

Pam Reid - 14 100%

Unopposed - The Election Committee Hereby Declares Pam Reid Winner

--

NorthEast/North Central SC Representative

Total Votes: 8

Richard Howland - 5 62.5%

Marcia Kuehl - 3 37.5%

The Election Committee Hereby Declares Richard Howland Winner.

--

NorthEast/North Central CC Rep

Total Votes: 116

Barbara Lavin - 41 35.3%

Teri Brown - 39 33.6%

Scott Burow - 36 31.0%

Run-Off between Barbara Lavin and Teri Brown

--

NorthWest Plains SC Representative

Don Kelly - 6 100%

Unopposed - The Election Committee Hereby Declares Don Kelly Winner.

--

Northwest Plains CC Representative - Two Seats Available

Total Votes: 165

Gail Meyer Kilgore - 60 36.4%

Darilee Bednar - 55 33.3%

Sandra Newman Sanchez - 50 30.3%

The Election Committee Hereby Declares:

Gail Meyer Kilgore Winner - Two year Term

Darilee Bednar Winner - One Year Term

--

SouthEast/Mid-Atlantic SC Representative

Christine Goff - 12 100%

Unopposed - The Election Committee Hereby Declares Christine Goff Winner

--

SouthEast/Mid-Atlantic CC Representative - Two Positions Available

Total Votes: 308

Denise Woodside - 83 26.9%

Linda Blum-Barton - 77 25.0%

Heather Jones DeGeorge - 72 23.4%

Tom Parker - 46 14.9%

Ron Dailey - 30 9.7%

The Election Committee Hereby Declares:

Denise Woodside - Two Year Term

Linda Blum-Barton - One Year Term

--

Southwest/South Central CC Representative

Total Votes: 129

Bettie Wood - 53 41.1%

Roger Swafford - 35 27.1%

Bunny Freeman - 23 17.8%

Jeff Scism - 18 14.0%

Run-Off - Bettie Wood and Roger Swafford.

Voting in the Run-Off Elections began Aug 8, 2003, and ended Aug 22, 2003. The results were as follows:

National Coordinator

Richard Harrison - 273

Tim Stowell - 195

The Election Committee declared Richard Harrison winner.

---

Representative At Large

Shari Handley - 232

Angie Rayfield - 163

The Election Committee declared Shari Handley winner.

---

Archives Representative

Cyndie Enfinger - 35

Ken Johnson - 21

The Election Committee declared Cyndie Enfinger winner.

---

NorthEast/North Central CC Rep

Teri Brown - 63

Barbara Lavin - 42

The Election Committee declared Teri Brown winner.

---

Southwest/South Central CC Representative

Roger Swafford - 41

Bettie Wood - 79

The Election Committee declared Bettie Wood winner.

---

The Election Committee therein closed the National 2003 Election.

Participation - After corrections were made to the voter list, a total of 2339 eligible members were sent passwords. The participation factor in the NC race was 21.3%, and in the RAL race, 18%. Participation in the Run-Off Election was comparable.

EC Member Kimberly Morgan resigned 19 August, due to a virus that wiped out her computer.

At the conclusion of the Run-Off Election, the EC Helpers were unsubbed from the EC List. They did an outstanding job, and the EC would like to take this opportunity to recognize them individually:

Shirley Cullum

Deb Haines

Connie Snyder

Greta Thompson

EC Member Bettie Wood returned to the EC 27 August.

On 28 August a Call for EC Volunteers was made.

31 August - AB Rep Tina Vickery was unsubbed from the EC list, due to the end of her term. Acting AB chair Shari Handley was temporarily subbed as acting ex-officio until NC Richard Harrison returned, so that the EC would have AB representation.

September -

Former EC Chair Linda Haas Davenport was invited as EC guest to assist in formulating recommended EC Procedure changes.

On 8 September the EC began the process of conducting a SC election for WIGenWeb, at the request of the current SC.

AB Rep Cyndie Enfinger was welcomed to the EC on 21 September, as AB representative to the EC.

Respectfully submitted,  
The USGenWeb Election Committee

### **Other Business**

Mediation Committee Report (10/13/2003) National Coordinator Isaiah Harrison posted the following correspondence:

With two members of the Mediation Process committee in agreement and pursuant to our charge of revamping the Mediation Process in way that would make it mandatory, the committee submits the following for consideration:

When a grievance is filed with the Advisory Board, it will automatically become subject to this mandatory mediation process. Persons wishing to file complaints/grievances should read this document in its entirety, in order to fully understand the process and the responsibilities of everyone involved.

About the Mediation Process

The purpose of the Mediation Process is to assist USGenWeb members, and some affiliates, in reaching fair and amicable settlement of issues on which disagreement exists, in concurrence with Article VI, Section 3, of the USGenWeb By-Laws.

The goal of Mediation is that final resolution of conflict in a fashion that best addresses the interests and concerns of all parties, the USGenWeb Project and researchers.

Advisory Board Mediators--Selection, Procedure and Duties

Selection of Mediators

The National Coordinator shall ask which members of the Advisory Board are willing to serve as

mediators. The entire Advisory Board shall then vote to select five (5) of these volunteers. The names of the mediators shall be posted in alphabetical order on the National Website. Immediately after the selection process is completed, the Advisory Board Secretary, or Recording Secretary, shall randomly draw these five (5) names to determine the order in which conflicts will be assigned. This order will remain confidential to the NC, Secretary and Mediators. No conflict shall be assigned to a Mediator if he/she is named in the complaint.

#### Duties and Responsibilities of the Mediators

Upon reviewing an assigned grievance, the Mediator may and should, pass the request to the next Mediator on the list if

He feels his association with either party would give the feel of impropriety.

He knows he will not be available for the time needed.

He feels he could not remain unbiased in a particular conflict.

He feels an inherent conflict of interest.

The Mediator will contact the parties to notify each that the grievance has been received.

The Mediator will subscribe all parties to a private list. The Mediator shall serve as neutral Chair, and will insure that all parties have a full, fair and equal opportunity to be heard and to present relevant material.

The role of the Mediator shall not be to pass judgment, or determine outcome, but to serve as a facilitator in bringing the conflicting parties together so that they may reach a point of agreement between themselves, and thus resolve the conflict.

The Mediator may utilize all forms of communication to enhance and expedite discussions.

At the conclusion of mediation, the Mediator will unsubscribe all parties from the private list and report the outcome to the Advisory Board, in Executive session.

In the event a Mediator is unable to complete his assignment, due to illness, emergency, etc., the next-in-line Mediator will be asked to step in so that discussions may continue.

Agreements found to be not in concurrence with UsGenWeb By-Laws will be re-negotiated.

#### Mediation Eligibility

The Mediation Process is applicable when a complaint, or grievance, is filed by the following:

Any member of the USGenWeb Project, filing on his/her own behalf, within 45 days of incident, or discovery of incident.

Former USGenWeb members within 14 days of termination of membership either with the Project, or within a specific State or Special Project.

Transcribers and accepted contributing researchers, within 45 days of incident, or discovery of incident.

Copyright disagreement may be assigned for mediation only by the Advisory Board.

In the case of two or more individuals forming one party, the group will select one spokesperson to enter into Mediation, on behalf of the others, in addition to an advisor/counselor. The chosen

advisor/counselor may be a member of the group.

#### Filing Procedure

A filer should compile a note using the subject line "Complaint", or "Grievance", give a brief description of the conflict and the name(s) of the opposing party/parties. The note shall be sent to the filer's Regional Representatives on the Advisory Board.

Filer understands that his Regional Representatives may request clarification, make helpful suggestions, or offer to personally assist in reconciling the differences, prior to forwarding the request to the appropriate USGenWeb Advisory Board Mediator, to insure that all other avenues of settlement have been exhausted.

#### Mediation Procedure

Upon receipt of the complaint/grievance, the Mediator shall offer each party an opportunity to choose a current member of The USGenWeb Project to serve as advisor/counselor. Each member has the right to waive the selection of an advisor/counselor. A waiver may not be withdrawn once mediation begins.

Recognizing the importance of confidentiality during mediation, all communication, dialogue, documents, logs, etc. presented is to be considered privileged information and will remain confidential during and after negotiation.

Mediation may continue for an indefinite period, as long as the mediator feels that progress is being made and an amicable and just conclusion may be reached.

All agreements are considered binding and parties are expected to honor and abide by agreements reached during mediation.

The results (only) of the Mediation Process may be made public to the membership, by the involved parties, if all parties are in agreement.

At the close of Mediation, the Mediator shall report a summary of the grievance and outcome of mediation to the Advisory Board in Executive Session. In the event that a resolution has not been reached, the Advisory Board will then review the issue with the Mediator, call on the parties involved to submit further statements only if deemed necessary, and issue a ruling.

Respectfully submitted,

Phyllis Rippee, Chair

Mediation Re-Write Committee

### **Other Business**

NC Report (10/14/03) National Coordinator Isaiah Harrison made the following announcement:

NC REPORT FOR OCTOBER 2003

(1) As Lists2 at RootsWeb is down, Board-Exec has been temporarily relocated on a list that uses a different server.

(2) Prior to the list going down I had talked to Recording Secretary, Angie Rayfield about maintaining a record similar to the minutes regarding each grievance that the AB hears. I will subscribe her to Board-Exec to accomplish this. The Secretary will maintain copies of the reports and will forward a copy of each to the NC. These will be passed on the people who replace us and will be available to AB members as they need them. I have also asked Angie to include in each set of the regular minutes a brief report of the topics covered on Board-Exec.

(3) I'm going to discontinue Committee reports on a regular basis and include any pertinent information that comes to my attention here. Committee Chairs are free to submit reports as they feel necessary. The Elections Committee already is required to report quarterly and those reports will continue. The By-Laws Revision Committee is already communicating directly with the membership on a regular basis.

(4) The MNGS Committee has experienced some difficulties. As soon as Lists2 is back on-line they will be electing a new chair and I will work with the chair to determine a specific date for the conclusion of their business.

(5) Revised Agenda:

AGENDA

October 2003 Meeting (revised 14 October 2003)

Call to order

Reading, correction, approval, or disposition of minutes

Appointments

MNGS Committee

Election Committee Slate

Reports

Election Committee Report

National Coordinator's Report

Old Business

Review of Election Committee procedures pertaining to ASC's eligibility to run for office.

New Business

Amendment to Election Committee Procedures

Site Review Committee

Logo Issues

Email Etiquette

Domains

Amendment to SC/ASC Removal Procedures



Announcements

Adjournment

REMEMBER: Items may be added to the agenda at any time by forwarding them to the Chair. Please indicate whether your item is a Discussion Item or an actual Motion. If it is a Motion, please include the full text.

Other Business - Proposed Revision of EC Procedures (10/14/03) National Coordinator Isaiah Harrison posted the following correspondence:

Three years ago, the AB adopted a set of Election Procedures designed to establish and guide a SEC in it's duty of conducting National and other elections and polls. After three years of implementation, the EC feels there are areas in need of modification.

To that end, the EC respectfully submits a series of recommended changes for your consideration.

In determining changes, the following goals were set:

- \*Define/address past election issues.
- \*Streamline procedures to enable a shorter national election period if deemed appropriate at some point.
- \*Increase accuracy and reliability of voter lists.
- \*Provide for hands on participation by USGW members relative to individual voting status.
- \*Ease the "make-work" burden of the EC members, and decrease the burn-out factor.
- \*Increase the effectiveness of the EC Website.

The EC strongly feels that the amount of time and effort expended in maintaining a whole-project Voter List is neither practical nor effective. Inadequate State or Special Project leadership participation, inaccurate or inaccessible membership information on project tables and TOCs, multiple and/or ever-changing email addresses, name variations, a rapid member turnover rate, and human error all contribute to the problem.

Because of voter list errors, the EC must deal with an average 8% to 10% bounce rate with every mailing. When translated into 150-200+ bounces for a handful of people to reconcile within a limited period of time, the rate becomes unacceptable. Each bounce requires a minimum of five steps by the EC, plus three steps by the software operator. That means for every 100 bounces, 800 steps must be taken.

The EC is strongly recommending the adoption of a Registration process for voting, similar to what is required in real-life. In addition to an appreciable increase in Voter List accuracy, it would place each member in control of and primarily responsible for seeing that his name/address/participation in the Project is properly recorded.

Under a Registration system, neither the members nor the EC would have to rely solely on a State or Special Project manager who may not have an accurate membership list him/herself, or the desire, time, or knowledge to keep the EC informed of member changes. This can be accomplished without sacrificing the necessary eligibility verification. (The EC neither establishes nor determines eligibility.)

Other recommendations include updating to reflect an established SEC, as opposed to a newly formed SEC; eliminating the requirement to accept EC members on a regional basis; expanding the period that temporary helpers may be brought in, to accommodate actual need and practice; defining the period when an EC member or subscriber must temporarily leave the EC due to intended candidacy; handling nominations and voting when two seats are available within the same region.

The recommendations can be found on the EC Website:

<http://www.rootsweb.ancestry.com/~usgwelections/recommendations.html>

For ease in reading, the recommended changes are in red font, inserted into appropriate areas of the current Procedures, immediately following the current wording.

The EC appreciates the consideration of the AB, and stands ready to answer any questions, and to work together with the AB to improve the Project voting process.

Respectfully Submitted,

The USGenWeb Election Committee

### **Adjournment**

(10/31/03) The October session of the Advisory Board of The USGenWeb Project was adjourned and scheduled to reconvene on November 1, 2003.

The full text of all BOARD-L messages can be viewed in the threaded list archives for this list, located at <http://archiver.rootsweb.ancestry.com/th/index/BOARD/>

Angie Rayfield

Recording Secretary

Please remember that minutes are a record of what was done at the meeting, NOT what was said by members or guests. If you have any questions or comments about the minutes, please feel free to write to [carolinaroots@inmyattic.com](mailto:carolinaroots@inmyattic.com).