

Advisory Board Minutes – September 2022

LINKS TO MINUTES

September 2022
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2022/23 Call to Order / Roll Call

01 September 2022

The 2022/23 September session of the USGenWeb Project Advisory Board is now called to order.

Welcome to the 2022/23 Advisory Board. Sadly, we are starting this term without Mike Peterson. We'll sure miss you, buddy!

Taneya Koonce, RAL
Rebecca Maloney, SP

Nancy Janyszeski, NENC SC
Mary Ann Lubinsky, NENC CC
Dale H. Cook, NENC CC
David Gochenour, NWPL SC
Martha Graham, NWPL CC
(vacant), NWPL CC
Jeff Kemp, SEMA SC
Linda Blum-Barton, SEMA CC
Trish Elliott-Kashima, SEMA CC
Linda Simpson, SWSC SC
MaryAlice Schwanke, SWSC CC
Doreen Harunaga-Ewing, SWSC CC

Will all members please respond that you are present and state your name and chair for the record?

Linda K. Lewis
National Coordinator 2022-2023

Nancy Janyszeski NENC SC

Nancy Janyszeski
Northeast/North Central Region
State Coordinator Representative 2022-2024

Present

Jeff Kemp
Southeast/Mid-Atlantic Region
State Coordinator Representative 2022-2024

Trish Elliott-Kashima, SEMA CC

Trish Elliott-Kashima
Southeast/Mid-Atlantic Region
County Coordinator Representative 2021-2023

Present

Linda Blum-Barton
Southeast/Mid-Atlantic Region
County Coordinator Representative 2022-2024

Doreen Harunaga-Ewing, SWSC CC

Doreen Harunaga-Ewing

Southwest/South Central Region
County Coordinator Representative 2021-2023

Present

Taneya Koonce
AB Representative at Large 2021-2023

Present - Dale H. Cook, NENC CC Rep.

Dale H. Cook
Northeast/North Central Region
County Coordinator Representative 2021-2023

Good Morning,

Present

Martha Graham
NWPL CC

Martha A. C. Graham
Northwest/Plains Region
County Coordinator Representative 2021-2023

MaryAlice Schwanke, SWSC CC

MaryAlice Schwanke
Southwest/South Central Region
County Coordinator Representative 2022-2024

Mary Ann Lubinsky, NENC CC

Mary Ann Lubinsky
Northeast/North Central Region
County Coordinator Representative 2022-2024

02 September 2022

Rebecca Maloney SP Representative

Rebecca Maloney
Special Projects Representative 2021-2023

Linda Simpson, SWSC SC

Linda Simpson
Southwest/South Central Region
State Coordinator Representative 2022-2024

David Gochenour NWPL SC

David Gochenour
Northwest/Plains Region
State Coordinator Representative 2021-2023

Call to Order Results 02 September 2022

**- Advisory Board
Seated**

Having heard from all Advisory Board members, the Call to Order is now complete and the 2022/23 Advisory Board is now seated for business.

Present:

Nancy Janyszeski, NENC SC
Jeff Kemp, SEMA SC
Trish Elliott-Kashima, SEMA CC
Linda Blum-Barton, SEMA CC
Doreen Harunaga-Ewing, SWSC CC
Taneya Koonce, RAL
Dale H. Cook, NENC CC
Martha Graham, NWPL CC
MaryAlice Schwanke, SWSC CC
Mary Ann Lubinsky, NENC CC
Linda Simpson, SWSC SC
Rebecca Maloney, SP
David Gochenour, NWPL SC

(NWPL CC vacant)

Linda K. Lewis
National Coordinator 2022-2023

2022/23 Advisory 02 September 2022

**Board Board-Exec
Confidentiality Oath**

The next order of business is the administration of the Board-Exec Confidentiality Oath. This oath is required for Advisory Board member subscription to the Board-Exec mail list.

The Board-Exec mail list is a **CONFIDENTIAL** list where personnel and other delicate issues that require confidentiality are handled to ensure privacy, unless and until publicly posted on Board-L for the record.

All postings to Board-Exec are to remain confidential at all times. This is crucial. Make sure you select only Board-Exec when you reply or send confidential emails. It is very easy to send to the wrong list so please be vigilant.

If you agree to honor the confidentiality of the Board-Exec list, please respond with "Agree." You **will** be granted access to the Board-Exec list.

If you do not agree to honor Board-Exec list confidentiality, please reply "Disagree." You **will not** be granted access to the Board-Exec list.

Linda K. Lewis
National Coordinator 2022-2023

Agree

Linda Blum-Barton
Southeast/Mid-Atlantic Region
County Coordinator Representative 2022-2024

Agree.

Nancy Janyszeski
Northeast/North Central Region
State Coordinator Representative 2022-2024

Agree.

MaryAlice Schwanke
Southwest/South Central Region
County Coordinator Representative 2022-2024

Agree

Martha A. C. Graham
Northwest/Plains Region
County Coordinator Representative 2021-2023

Agree.

Trish Elliott-Kashima
Southeast/Mid-Atlantic Region
County Coordinator Representative 2021-2023

Agree.

Linda K. Lewis
National Coordinator 2022-2023

Agree

Rebecca Maloney
Special Projects Representative 2021-2023

Agree.

Doreen Harunaga-Ewing
Southwest/South Central Region
County Coordinator Representative 2021-2023

Agree

Linda Simpson
Southwest/South Central Region
State Coordinator Representative 2022-2024

Agree.

Mary Ann Lubinsky
Northeast/North Central Region
County Coordinator Representative 2022-2024

Agree

Taneya Koonce
AB Representative at Large 2021-2023

03 September 2022

Agree.

David Gochenour
Northwest/Plains Region
State Coordinator Representative 2021-2023

Agree

Jeff Kemp
Southeast/Mid-Atlantic Region
State Coordinator Representative 2022-2024

Agree.

Dale H. Cook
Northeast/North Central Region
County Coordinator Representative 2021-2023

**2022/23 Advisory
Board Board-Exec
Confidentiality Oath
Results**

03 September 2022

Having received a response from each Advisory Board member, those responding "Agree" will be subscribed to the Board Exec list and bound by this confidentiality agreement.

Those responding Agree:
Linda Blum-Barton, SEMA CC
Nancy Janyszeski, NENC SC
MaryAlice Schwanke, SWSC CC
Martha Graham, NWPL CC
Trish Elliott-Kashima, SEMA CC
Linda K. Lewis, NC
Rebecca Maloney, SP
Doreen Harunaga-Ewing, SWSC CC
Linda Simpson, SWSC SC
Mary Ann Lubinsky, NENC CC
Taneya Koonce, RAL
David Gochenour, NWPL SC
Jeff Kemp, SEMA SC
Dale H. Cook, NENC CC

Those responding Disagree: (none)

Those not responding:
NWPL CC vacant

Linda K. Lewis
National Coordinator 2022-2023

**Motion to Sustain
Special Rules**

03 September 2022

The next order of business is to Sustain the Special Rules, per Article I of the Special Rules, referenced below.

May I hear a motion to Sustain the Special Rules by general consent?

I. SUSTAINING/CHANGING THE SPECIAL RULES.

These Special Rules will be sustained by motion/voting when a change in permanent National Coordinator occurs. These rules may be amended or revised by the members in accordance with USGenWeb Bylaws, Article VIII, Advisory Board Procedures.

<https://www.usgenweb.org/about/specialrules.html>

Linda K. Lewis
National Coordinator 2022-2023

I move that the Special Rules be sustained by general consent.

Dale H. Cook
Northeast/North Central Region
County Coordinator Representative 2021-2023

I second that the Special Rules be sustained by general consent.

Nancy Janyszeski
Northeast/North Central Region
State Coordinator Representative 2022-2024

**Motion 2022/23-01
Sustain the Special
Rules**

03 September 2022

Moved by Dale Cook, seconded by Nancy Janyszeski, dated Sept. 3, 2022, and numbered as Motion 2022/23-01, the motion reads:

“I move that the Special Rules be sustained by general consent.”

Please state any objections, or respond with "No Objection".

If there are no objections heard within 48 hours, or if all members respond with "No Objection" before the response period elapses, the motion will pass.

The response period expires Monday, Sept. 5, 2022, at 11:59 p.m., EDT.

Linda K. Lewis
National Coordinator 2022-2023

No objection.

Trish Elliott-Kashima
Southeast/Mid-Atlantic Region
County Coordinator Representative 2021-2023

No objection

Martha A. C. Graham
Northwest/Plains Region
County Coordinator Representative 2021-2023

No objection.

Mary Ann Lubinsky
Northeast/North Central Region
County Coordinator Representative 2022-2024

No objection.

Linda Blum-Barton
Southeast/Mid-Atlantic Region
County Coordinator Representative 2022-2024

No objection.

Doreen Harunaga-Ewing
Southwest/South Central Region
County Coordinator Representative 2021-2023

No objection.

Nancy Janyszeski
Northeast/North Central Region
State Coordinator Representative 2022-2024

No Objection.

MaryAlice Schwanke
Southwest/South Central Region
County Coordinator Representative 2022-2024

No objections

Rebecca Maloney
Special Projects Representative 2021-2023

No objection.

Dale H. Cook
Northeast/North Central Region
County Coordinator Representative 2021-2023

No objection

Linda Simpson
Southwest/South Central Region

State Coordinator Representative 2022-2024

No objection.

Taneya Koonce
AB Representative at Large 2021-2023

No objection.

David Gochenour
Northwest/Plains Region
State Coordinator Representative 2021-2023

No objection

Jeff Kemp
Southeast/Mid-Atlantic Region
State Coordinator Representative 2022-2024

Motion 2022/23-01 03 September 2022
Sustain Special Rules

With all members responding "No Objection", the motion to sustain the Special Rules passes.

“I move that the Special Rules be sustained by general consent.”

Members Responding No Objection:

Trish Elliott-Kashima, SEMA CC
Martha Graham, NWPL CC
Mary Ann Lubinsky, NENC CC
Linda Blum-Barton, SEMA CC
Doreen Harunaga-Ewing, SWSC CC
Nancy Janyszeski, NENC SC
MaryAlice Schwanke, SWSC CC
Rebecca Maloney, SP
Dale H. Cook, NENC CC
Linda Simpson, SWSC SC
Taneya Koonce, RAL
David Gochenour, NWPL SC
Jeff Kemp, SEMA SC

Members Not Responding: (None)
NWPL CC vacant

Linda K. Lewis
National Coordinator 2022-2023

**2022/23 September
Order of Business**

03 September 2022

Per Article IV. of the Special Rules, the Order of Business is as follows:

Call to Order (9/1/2022)

Board-Exec Confidentiality Oath (9/3/2022)

Motion 2022/23-01 Sustain Special Rules (9/3/2022)

Minutes

Announcements

- NWPL CC Rep Vacancy: Call for Volunteers

Statement of USGenWeb Donation Funds

Status of USPTO Petition to Director for 3936386 renewal

Continuing Business

New Business

1. Appointment of Recording Secretary
2. Appointment of USGenWeb Web Manager(s)
3. Appointment of NWPL CC Representative
4. Appointment of Advisory Board Election Committee Advisor
5. Appointment of Advisory Board Website Liaison

Adjournment

IV. ORDER OF BUSINESS.

Order of Business will be renewed and announced to the assembly at the beginning of each month by the Presiding Officer. The Order of Business will be flexible and may be adapted to cope with immediate business. Members will advise the Presiding Officer of suggested agenda items for future Orders of Business.

Linda K. Lewis

National Coordinator 2022-2023

**August 2021/22
Advisory Board
Minutes**

03 September 2022

Please review the 2021/22 August Advisory Board Minutes and advise if corrections or revisions are needed.

<https://www.usgenweb.org/about/pdfs-minutes/AB-2022-08.pdf>

These Minutes will stand as accepted as of September 5, 2022, at 11:59 PM if no corrections are heard.

Linda K. Lewis
National Coordinator 2022-2023

ANNOUNCEMENT: 04 September 2022

**Call for Volunteers
for NWPL CC
Representative**

*****PLEASE FORWARD TO ALL LISTS*****

**Call for Volunteers - Northwest/Plains County Coordinator
Representative**

With the passing of long-time member Mike Peterson, his NWPL County Coordinator Representative seat is currently vacant. Pursuant to Articles IX and XIV of Standard Rules of The USGenWeb Project, the Advisory Board now issues a Call for Volunteers to fill the vacant seat through the remainder of the current 2022/23 Board term.

The person selected from those who submit their interest shall serve the remainder of the current term for this seat, through 8/31/2023. The person who can fill this position must be a County Coordinator in good standing in the NWPL region. The NWPL region includes Alaska, Colorado, Idaho, Iowa, Minnesota, Montana, Nebraska, North Dakota, Oregon, South Dakota, Washington, and Wyoming.

QUALIFICATIONS FOR OFFICE:

From the USGenWeb Bylaws, revised July 2010.

Article VI. Section I. DUTIES/QUALIFICATIONS OF ADVISORY BOARD:

“Nominees for National Coordinator shall have the following qualifications: at least one year (the twelve months immediately preceding an election) of continuous service and current activity as a member in good standing, and eligibility to vote within The USGenWeb Project. Qualifications of nominees for State Coordinator Representative, Local Coordinator Representative, and Special Project Representative are the same with the addition that their service shall have been as a State Coordinator, Local Coordinator, or one of the various positions associated with the Special Projects, respectively. "In good standing" is demonstrated by responding promptly to email, actively supporting researchers' efforts to find information, maintaining their website with appropriate, up-to-date content, and serving as a good example of the guidelines and standards of The USGenWeb Project.”

The "twelve months immediately preceding an election" applies to the 1st of July, the actual start of the election.

<http://usgenweb.org/usgwelections/>

PLEASE SUBMIT YOUR INTEREST TO THE NATIONAL COORDINATOR, webm...@cottonhills.com, OR THE REPRESENTATIVE AT LARGE, tan...@gmail.com WITHIN 15 DAYS OF THE POSTING OF THIS ANNOUNCEMENT. THE DEADLINE FOR SUBMISSION IS 11:59 PM EDT, MONDAY, SEPTEMBER 19, 2022.

Include the following information in your submission:

Name
Email address
Qualifying State/County

Please also include any other information you would like the Advisory Board to consider, such as previous Advisory Board experience, length of time as a Project member, etc.

Thank you!
Linda K. Lewis 2022-2023

**2022 Aug Statement
of USGenWeb
Donation Funds**

04 September 2022

For the record:

Aug 2022 **Beginning Balance:** \$87.82
Aug 2022 Donations: \$0.00
Aug 2022 Expenses: \$0.00
Aug 2022 **Ending Balance:** \$87.82*

** Remaining balance is earmarked for the annual EC hosting renewal.*

Unless there is a change to the balance, the next statement of donations will be published in January.

Linda K. Lewis
National Coordinator 2022-2023

**USPTO SM 3936386
Status**

04 September 2022

For the record:

As of September 4, 2022, no new documents or updates were posted in response to the USPTO Petition to Director filed on 2/26/2022.

Linda K. Lewis
National Coordinator 2022-2023

**Motion to Appoint
Recording Secretary** **04 September 2022**

The next order of business is the appointment of the Advisory Board Recording Secretary. At my request, Doreen Harunaga-Ewing has graciously agreed to continue to serve as Recording Secretary. Thank you, Doreen!

May I please hear a motion, by general consent, to appoint Doreen Harunaga-Ewing to serve as Advisory Board Recording Secretary for the current term ending August 31, 2023?

XII: ADVISORY BOARD SECRETARY.
(Adopted 25 February 2017 (Motion 2016/17-03))

A: No later than 30 September, each year, the National Coordinator will present to the Advisory Board a potential candidate, or candidates, for the Secretary; then, no later than 15 October the Advisory Board will vote to appoint a Secretary to be under the direction of the Advisory Board Presiding Officer until 31 August of the following year.

B: In the event there are no candidates, the National Coordinator will appoint the Secretary from among the standing Advisory Board Representatives.

<https://www.usgenweb.org/about/standardrules.html>

Linda K. Lewis
National Coordinator 2022-2023

I move to appoint Doreen Harunaga-Ewing to serve as Advisory Board Recording Secretary for the current term ending August 31, 2023.

MaryAlice Schwanke
Southwest/South Central Region
County Coordinator Representative 2022-2024

I second Mary's motion.

Jeff Kemp
Southeast/Mid-Atlantic Region
State Coordinator Representative 2022-2024

2022/23-02 Motion to Appoint Recording Secretary 04 September 2022

Moved by MaryAlice Schwanke, seconded by Jeff Kemp, dated September 4, 2022, and numbered as Motion 2022/23-02 by general consent, the motion reads:

“I move to appoint Doreen Harunaga-Ewing to serve as Advisory Board Recording Secretary for the current term ending August 31, 2023.”

Please state any objections, or respond with "No Objection".

If there are no objections heard within the response period, or if all members respond with "No Objection" before the response period elapses, the motion will pass. **The response period expires Wednesday, Sept. 7, 2022, at 11:59 p.m., EDT.** Monday is Labor Day, therefore an additional day is provided to respond.

Linda K. Lewis
National Coordinator 2022-2023

No objections

Rebecca Maloney
Special Projects Representative 2021-2023

No objection

Martha A. C. Graham
Northwest/Plains Region
County Coordinator Representative 2021-2023

No Objection

Trish Elliott-Kashima
Southeast/Mid-Atlantic Region
County Coordinator Representative 2021-2023

No objection.

David Gochenour
Northwest/Plains Region
State Coordinator Representative 2021-2023

No objection

Nancy Janyszeski
Northeast/North Central Region
State Coordinator Representative 2022-2024

No objection

Linda Simpson
Southwest/South Central Region
State Coordinator Representative 2022-2024

No objection.

Dale H. Cook
Northeast/North Central Region
County Coordinator Representative 2021-2023

No objection.

Linda Blum-Barton
Southeast/Mid-Atlantic Region
County Coordinator Representative 2022-2024

No objection.

Mary Ann Lubinsky
Northeast/North Central Region
County Coordinator Representative 2022-2024

No Objection.

MaryAlice Schwanke
Southwest/South Central Region
County Coordinator Representative 2022-2024

No objection.

Doreen Harunaga-Ewing
Southwest/South Central Region
County Coordinator Representative 2021-2023

05 September 2022

No objection.

Taneya Koonce
AB Representative at Large 2021-2023

No objection

Jeff Kemp
Southeast/Mid-Atlantic Region
State Coordinator Representative 2022-2024

2022/23-02 Motion to Appoint Recording Secretary Results 06 September 2022

With all members responding within the allotted time period and having heard no objections, the motion to "appoint Doreen Harunaga-Ewing to serve as Advisory Board Recording Secretary for the current term ending August 31, 2023" passes, and Doreen is now seated. Thank you, Doreen!

Members Responding No Objection:

Rebecca Maloney, SP
Martha Graham, NWPL CC
Trish Elliott-Kashima, SEMA CC
David Gochenour, NWPL SC
Nancy Janyszeski, NENC SC
Linda Simpson, SWSC SC
Dale H. Cook, NENC CC
Linda Blum-Barton, SEMA CC
Mary Ann Lubinsky, NENC CC
MaryAlice Schwanke, SWSC CC
Doreen Harunaga-Ewing, SWSC CC
Taneya Koonce, RAL
Jeff Kemp, SEMA SC

Members Not Responding: (None)

(vacant), NWPL CC

Linda K. Lewis
National Coordinator 2022-2023

Executive Session Convened: Webmaster Appointment 07 September 2022

The next order of business is the appointment of the USGenWeb Web Manager(s). The Advisory Board will now convene an Executive Session to review the submitted candidates for selection.

Linda K. Lewis

National Coordinator 2022-2023

**Executive Session
Adjourned:
Webmaster
Appointment**

15 September 2022

The Executive Session is adjourned and the Board Session is now reconvened for business.

Linda K. Lewis
National Coordinator 2022-2023

**Motion to Appoint
USGenWeb Web
Management Team**

15 September 2022

The Advisory Board reviewed the web manager candidates in Executive Session and elected to appoint Norma Hass as Web Manager, Martha Graham as Asst Web Manager, and Michael Kay as Asst Web Manager. Each has accepted their appointment. The Advisory Board extends their thanks to all the candidates that submitted an interest in supporting our website.

May I hear a motion, by general consent, to appoint Norma Hass as USGenWeb Webmaster, Martha Graham as USGenWeb Assistant Webmaster, and Michael Kay as USGenWeb Assistant Webmaster for the 2022/23 term ending August 31, 2023?

Executive Session Participants:
Rebecca Maloney, SP
David Gochenour, NWPL SC
Linda Simpson, SWSC SC
Taneya Koonce, RAL
Martha Graham, NWPL CC
Linda Blum-Barton, SEMA CC
Doreen Harunaga-Ewing, SWSC CC
Trish Elliott-Kashima, SEMA CC
Dale H. Cook, NENC CC
MaryAlice Schwanke, SWSC CC
Nancy Janyszeski, NENC SC
Jeff Kemp, SEMA SC
Mary Ann Lubinsky, NENC CC

Linda K. Lewis
National Coordinator 2022-2023

I move to appoint Norma Hass as USGenWeb Webmaster, Martha Graham as USGenWeb Assistant Webmaster, and Michael Kay as USGenWeb Assistant Webmaster for the 2022/23 term ending August 31, 2023.

MaryAlice Schwanke
Southwest/South Central Region
County Coordinator Representative 2022-2024

I second the motion

Rebecca Maloney
Special Projects Representative 2021-2023

ANNOUNCEMENT: 15 September 2022

USGenWeb Web

Manager

After 5+ years, Marsha Bryant decided to step back as USGenWeb Web Manager. Marsha Bryant and Norma Hass served as our web management team beginning in 2017, and have done a remarkable job ever since. Under Marsha's leadership, they redesigned our beautiful National website to make it responsive and more browser- and user-friendly. Marsha created and shared several easy-to-use free website templates, provided support for the templates, and together they have helped many individual members update their project websites and establish new project websites.

On behalf of the entire Project, thank you, Marsha, for going above and beyond for USGenWeb and providing a framework we can continue to build upon. We truly appreciate all you have done for our project in your role as USGenWeb Web Manager. Consider this a Virtual Standing Ovation!

Linda K. Lewis
National Coordinator 2022-2023

Marsha thank you so much for all that you have done I know what a daunting task it was thank you again

Nancy Janyszeski
Northeast/North Central Region
State Coordinator Representative 2022-2024

Marsha, thank you very much for your years of service as webmaster. You are leaving in national site in significantly better shape than when you became webmaster, and I cannot think of any better way to evaluate superb work.

Dale H. Cook
Northeast/North Central Region
County Coordinator Representative 2021-2023

2022/23-03 Motion to Appoint USGenWeb Web Manager(s) 15 September 2022

Moved by MaryAlice Schwanke, seconded by Rebecca Maloney, dated Sept. 15, 2022, and numbered as Motion 2022/23-03, by general consent, the motion reads:

“I move to appoint Norma Hass as USGenWeb Webmaster, Martha Graham as USGenWeb Assistant Webmaster, and Michael Kay as USGenWeb Assistant Webmaster for the 2022/23 term ending August 31, 2023.”

Please state if there are any objections, or respond No Objection.

If there are no objections heard within the response period, or if all members respond with "No Objection" before the response period elapses, the motion will pass. **The response period expires Saturday, Sept. 17, 2022, at 11:59 p.m., EDT.**

Linda K. Lewis
National Coordinator 2022-2023

No objection

Trish Elliott-Kashima
Southeast/Mid-Atlantic Region
County Coordinator Representative 2021-2023

No objection.

Linda Blum-Barton
Southeast/Mid-Atlantic Region
County Coordinator Representative 2022-2024

No objections.

Martha A. C. Graham
Northwest/Plains Region
County Coordinator Representative 2021-2023

No objection

David Gochenour
Northwest/Plains Region
State Coordinator Representative 2021-2023

No objection

Nancy Janyszeski
Northeast/North Central Region
State Coordinator Representative 2022-2024

No Objection.

MaryAlice Schwanke
Southwest/South Central Region
County Coordinator Representative 2022-2024

No objection.

Mary Ann Lubinsky
Northeast/North Central Region
County Coordinator Representative 2022-2024

No objection.

Doreen Harunaga-Ewing
Southwest/South Central Region
County Coordinator Representative 2021-2023

No objections

Rebecca Maloney
Special Projects Representative 2021-2023

No objections.

Dale H. Cook
Northeast/North Central Region
County Coordinator Representative 2021-2023

No Objection

Jeff Kemp
Southeast/Mid-Atlantic Region
State Coordinator Representative 2022-2024

No objection

Linda Simpson
Southwest/South Central Region
State Coordinator Representative 2022-2024

No objection.

Taneya Koonce
AB Representative at Large 2021-2023

2022/23-03 Motion to Appoint USGenWeb Web Manager(s) Results

17 September 2022

With all members responding within the allotted time period and having heard no objections, the general consent motion to "appoint Norma Hass as USGenWeb Webmaster, Martha Graham as USGenWeb Assistant Webmaster, and Michael Kay as USGenWeb Assistant Webmaster for the 2022/23 term ending August 31, 2023" passes. Norma, Martha, and Michael are now seated.

Norma, Martha, and Michael, thank you so much for volunteering! I look forward to working together with you this term.

Motion

"I move to appoint Norma Hass as USGenWeb Webmaster, Martha Graham as USGenWeb Assistant Webmaster, and Michael Kay as USGenWeb Assistant Webmaster for the 2022/23 term ending August 31, 2023."

Members Responding No Objection:

Trish Elliott-Kashima, SEMA CC
Linda Blum-Barton, SEMA CC
Martha Graham, NWPL CC
David Gochenour, NWPL SC
Nancy Janyszeski, NENC SC
MaryAlice Schwanke, SWSC CC
Mary Ann Lubinsky, NENC CC
Doreen Harunaga-Ewing, SWSC CC
Rebecca Maloney, SP
Dale H. Cook, NENC CC
Jeff Kemp, SEMA SC
Linda Simpson, SWSC SC
Taneya Koonce, RAL

Members Not Responding: (None)
(vacant), NWPL CC

Linda K. Lewis
National Coordinator

Appoint Election Committee Advisor

18 September 2022

The next order of business is to appoint the Advisory Board's Election Committee Advisor.

Dale Cook has volunteered to continue to serve as EC Advisor. Thank you so much, Dale!

May I please hear a motion, by general consent, to appoint Dale Cook to serve as Election Committee Advisor for the current term ending August 31, 2023?

I. COMPOSITION OF THE SUBCOMMITTEE:

The Election Committee (EC) shall consist of 12 members chosen from the Project-wide membership. Eight members will serve as EC representatives for the XXGenWeb States, two will serve as EC representatives for the Archives/Special Projects, one will serve as EC Representative-At-Large and one will serve as Dataset Manager. From these members, the EC shall choose a Chair and a Publicist-Secretary, each to serve for one year as defined in (III.) regardless of the length of their individual terms. The Chair of the EC shall vote only in the case of a tie.

The National Coordinator (NC), as ex-officio member, and one other non-voting Advisory Board (AB) Representative chosen by the Board, shall serve as advisors on the EC subcommittee. They shall not be eligible to be either the Chair of the EC or its Publicist-Secretary.

Linda K. Lewis
National Coordinator 2022-2023

Motion

18 September 2022

I move, by general consent, to appoint Dale Cook to serve as Election Committee Advisor for the current term ending August 31, 2023

Rebecca Maloney
Special Projects Representative 2021-2023

I second the motion.

Doreen Harunaga-Ewing
Southwest/South Central Region
County Coordinator Representative 2021-2023

2022/23-04 Motion to Appoint Election Committee Advisor **18 September 2022**

Moved by Rebecca Maloney, seconded by Doreen Harunaga-Ewing, dated Sept. 18, 2022, and numbered as Motion 2022/23-04, the motion reads:

“I move, by general consent, to appoint Dale Cook to serve as Election Committee Advisor for the current term ending August 31, 2023.”

Please state if there are any objections, or respond No Objection.

If there are no objections heard within the response period, or if all members respond "No Objection" before the response period elapses, the motion will pass.

The response period expires Tuesday, Sept. 20, 2022, at 11:59 p.m., EDT.

Linda K. Lewis
National Coordinator 2022-2023

No objections

Rebecca Maloney
Special Projects Representative 2021-2023

No objection

Nancy Janyszeski
Northeast/North Central Region
State Coordinator Representative 2022-2024

No Objection.

Trish Elliott-Kashima
Southeast/Mid-Atlantic Region
County Coordinator Representative 2021-2023

No Objection.

MaryAlice Schwanke
Southwest/South Central Region
County Coordinator Representative 2022-2024

No objection

Mary Ann Lubinsky
Northeast/North Central Region
County Coordinator Representative 2022-2024

No objection.

Doreen Harunaga-Ewing
Southwest/South Central Region
County Coordinator Representative 2021-2023

No objection.

Linda Blum-Barton
Southeast/Mid-Atlantic Region
County Coordinator Representative 2022-2024

no objections

Taneyya Koonce
AB Representative at Large 2021-2023

No objections

David Gochenour
Northwest/Plains Region
State Coordinator Representative 2021-2023

No objection

Linda Simpson
Southwest/South Central Region
State Coordinator Representative 2022-2024

No objection.

Dale H. Cook
Northeast/North Central Region
County Coordinator Representative 2021-2023

No Objection

Martha A. C. Graham
Northwest/Plains Region
County Coordinator Representative 2021-2023

**2022/23-04 Motion to 21 September 2022
Appoint Election**

**Committee Advisor
Results**

With 12 members responding within the allotted time period and having heard no objections, the motion to "appoint Dale Cook as Election Committee Advisor for the 2022/23 term ending August 31, 2023" passes. Thank you, Dale!

Motion

“I move, by general consent, to appoint Dale Cook to serve as Election Committee Advisor for the current term ending August 31, 2023.”

Members Responding No Objection:

Rebecca Maloney, SP
Nancy Janyszeski, NENC SC
Trish Elliott-Kashima, SEMA CC
MaryAlice Schwanke, SWSC CC
Mary Ann Lubinsky, NENC CC
Doreen Harunaga-Ewing, SWSC CC
Linda Blum-Barton, SEMA CC
Taneya Koonce, RAL
David Gochenour, NWPL SC
Linda Simpson, SWSC SC
Dale H. Cook, NENC CC
Martha Graham, NWPL CC

Members Not Responding:

Jeff Kemp, SEMA SC
(vacant), NWPL CC

I. COMPOSITION OF THE SUBCOMMITTEE:

The Election Committee (EC) shall consist of seven (7) members chosen from the Project-wide membership. Four members will serve as EC representatives for the XXGenWeb States, one will serve as the EC representative for the Archives and other Special Projects, one will serve as a Representative-At-Large and one will serve as Dataset Manager. From these members, the EC shall choose a Chair and a Publicist-Secretary, each to serve for one year as defined in Article III. The Chair of the EC shall vote only in the case of a tie.

The National Coordinator (NC), as ex-officio member, and one other non-voting Advisory Board (AB) Representative chosen by the Board, shall serve as advisors on the EC subcommittee. They shall not be eligible to be either the Chair of the EC or its Publicist-Secretary.

[Election Committee Procedures](#)

Linda K. Lewis
National Coordinator 2022-2023

**Executive Session
Convened: NWPL
CC Rep
Appointment**

21 September 2022

The next order of business is the appointment of the NWPL County

Coordinator Representative. The Advisory Board will now convene an Executive Session to review the submitted candidates for selection.

Linda K. Lewis
National Coordinator 2022-2023

**Executive Session
Adjourned: NWPL
CC Rep
Appointment**

26 September 2022

The Executive Session is adjourned and the Board Session is now reconvened for business.

Linda K. Lewis
National Coordinator 2022-2023

**Motion to Appoint
NWPL CC
Representative**

26 September 2022

The next order of business is to appoint an NWPL CC Rep to fill the recent vacancy with to the passing of Mike Peterson.

During Executive Session, the Advisory Board reviewed the candidates and elected to appoint Randy Cummings, IDGenWeb member since 2016, to serve the remainder of the NWPL State Coordinator Representative term, and Randy accepted the appointment. Thank you, Randy, for volunteering on behalf of our Project!

May I hear a motion, by general consent, to appoint Randy Cummings to serve as NWPL County Coordinator Representative for the remainder of this 2022/23 term ending on 8/31/2023?

Executive Session Participants

Martha Graham, NWPL CC
Rebecca Maloney, SP
Linda Simpson, SWSC SC
Trish Elliott-Kashima, SEMA CC
Nancy Janyszeski, NENC SC
Dale H. Cook, NENC CC
Mary Ann Lubinsky, NENC CC
Doreen Harunaga-Ewing, SWSC CC
David Gochenour, NWPL SC
Taneya Koonce, RAL
Jeff Kemp, SEMA SC
MaryAlice Schwanke, SWSC CC
Linda Blum-Barton, SEMA CC

Linda K. Lewis
National Coordinator 2022-2023

I will make the motion, by general consent, to appoint Randy Cummings to serve as NWPL County Coordinator Representative for the remainder of this 2022/23 term ending on 8/31/2023

Nancy Janyszeski
Northeast/North Central Region
State Coordinator Representative 2022-2024

I second the motion

Rebecca Maloney
Special Projects Representative 2021-2023

2022/23-05 Motion to Appoint NWPL CC Representative

26 September 2022

Moved by Nancy Janyszeski, seconded by Rebecca Maloney, dated Sept. 26, 2022, and numbered as Motion 2022/23-05, the motion reads:

“I will make the motion, by general consent, to appoint Randy Cummings to serve as NWPL County Coordinator Representative for the remainder of this 2022/23 term ending on 8/31/2023.”

Please state if there are any objections, or respond No Objection.

If there are no objections heard within the response period, or if all members respond "No Objection" before the response period elapses, the motion will pass.

The response period expires Wednesday, Sept. 28, 2022, at 11:59 p.m., EDT.

Linda K. Lewis
National Coordinator 2022-2023

No Objections

Martha A. C. Graham
Northwest/Plains Region
County Coordinator Representative 2021-2023

No objection.

Mary Ann Lubinsky
Northeast/North Central Region
County Coordinator Representative 2022-2024

No objection.

Linda Blum-Barton
Southeast/Mid-Atlantic Region
County Coordinator Representative 2022-2024

No objections.

Rebecca Maloney
Special Projects Representative 2021-2023

No objection

Linda Simpson
Southwest/South Central Region
State Coordinator Representative 2022-2024

No objection

Nancy Janyszeski
Northeast/North Central Region
State Coordinator Representative 2022-2024

No objection.

Trish Elliott-Kashima
Southeast/Mid-Atlantic Region
County Coordinator Representative 2021-2023

No objection.

Doreen Harunaga-Ewing
Southwest/South Central Region
County Coordinator Representative 2021-2023

No Objection

MaryAlice Schwanke
Southwest/South Central Region
County Coordinator Representative 2022-2024

27 September 2022

No objection

David Gochenour
Northwest/Plains Region
State Coordinator Representative 2021-2023

No objection.

Dale H. Cook
Northeast/North Central Region
County Coordinator Representative 2021-2023

No objection

Jeff Kemp
Southeast/Mid-Atlantic Region
State Coordinator Representative 2022-2024

2022/23-05 Motion to Appoint NWPL CC Representative Results

29 September 2022

With 12 members responding within the allotted time and having heard no objections, the motion to "appoint Randy Cummings to serve as NWPL County Coordinator Representative for the remainder of this 2022/23 term ends on 8/31/2023" passes.

Welcome, Randy! We're so glad to have you. You have now been added to Board-L with posting permissions.

Motion

"I will make the motion, by general consent, to appoint Randy Cummings to serve as NWPL County Coordinator Representative for the remainder of this 2022/23 term ending on 8/31/2023."

Members Responding No Objection:

Martha Graham, NWPL CC
Mary Ann Lubinsky, NENC CC
Linda Blum-Barton, SEMA CC
Rebecca Maloney, SP
Linda Simpson, SWSC SC
Nancy Janyszeski, NENC SC
Trish Elliott-Kashima, SEMA CC
Doreen Harunaga-Ewing, SWSC CC
MaryAlice Schwanke, SWSC CC
David Gochenour, NWPL SC
Dale H. Cook, NENC CC
Jeff Kemp, SEMA SC

Members Not Responding:

Taneya Koonce, RAL

Linda K. Lewis
National Coordinator 2022-2023

30 September 2022

Welcome Randy

Nancy Janyszeski
Northeast/North Central Region
State Coordinator Representative 2022-2024

Welcome Randy,
Nice to have you aboard.

Martha A. C. Graham
Northwest/Plains Region
County Coordinator Representative 2021-2023

01 October 2022

Thank you very much for the welcome.

Randy Cummings
Northwest/Plains Region
Country Coordinator Representative 2022-2023

**Confidentiality
Agreement for
Randy Cummings**

29 September 2022

TO RANDY:

Each Advisory Board member must "Agree" to the confidentiality oath in order to be subscribed to the Board-Exec list, where ancillary business is conducted (such as Executive Sessions). Please read the below statement and respond as appropriate.

The Board-Exec mail list is a **CONFIDENTIAL** list where personnel and other delicate issues that require confidentiality are handled to ensure privacy, unless and until publicly posted on Board-L for the record.

All postings to Board-Exec are to remain confidential at all times. This is crucial. Make sure you select only Board-Exec when you reply or send confidential emails. It is very easy to send to the wrong list so please be vigilant.

If you agree to honor the confidentiality of the Board-Exec list, please respond with "Agree." You **will** be granted access to the Board-Exec list.

If you do not agree to honor Board-Exec list confidentiality, please reply "Disagree." You **will not** be granted access to the Board-Exec list.

Linda K. Lewis
National Coordinator 2022-2023

Agree

Randy Cummings
Northwest/Plains Region
Country Coordinator Representative 2022-2023

Randy, you have now been subscribed to the Board-Exec group.

Linda K. Lewis
National Coordinator 2022-2023

Adjournment**01 October 2022**

The September 2022 meeting of the Advisory Board is adjourned and the October 2022 meeting of the Advisory Board is now convened.

Linda K. Lewis
National Coordinator 2022-2023

The full text of all BOARD-L messages can be viewed in the threaded list archives for this list by subscribing members in their email.

All Advisory Board Minutes are located at <http://usgenweb.org/about/minutes.html>.

Please remember that minutes are a record of actions proposed and taken at the meeting, NOT all the detail about what was said by members or guests. If you have any questions or comments about the minutes, please write to [Doreen Harunaga-Ewing](#), Secretary.