



Stillaguamish Star

The Stillaguamish Valley Genealogical Society
Newsletter

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Table of Contents – See Page 2



RootsTech/Federation of Genealogical Societies (FGS) 2015

In February, Val Sanford, Ruth Caesar, Eric and Karen Stroschein represented our upcoming August conference and our society at RootsTech and FGS 2015. RootsTech is held annually in Salt Lake City, Utah and FGS moves around the nation annually. The NwGC team occupied a booth in the vendor hall at RootsTech to market the Northwest Genealogy Conference. Team NwGC was so successful in meeting and greeting prospective conference attendees, speakers and vendors that they drew large crowds eager to learn more about our conference and to take selfies

with Karen and the SVGS Selfie Stick. The SVGS was represented as well in the FGS Society Showcase.

The NwGC will take place over three days August 13, 14 and 15. We are excited to announce that a free Beginning Genealogy Day and Society Management Day have been added and will take place Wednesday, August 12th. Registration will be opening soon. For all of the latest conference information visit our website at www.nwgc.org. Last year over 300 people attended our first conference. The response from RootsTech and FGS was so phenomenal that we fully expect to sell out and fill the Byrnes Performing Arts Center. Don't miss out. Register early and get ready to learn!

- We are offering a host of amazing speakers. You can find out all about the speakers and their classes online at www.nwgc.org
- On Thursday, August 13 the conference begins with a general genealogy day with Angelia Packer McGhie as our main speaker. There will be 6 other power house speakers presenting that day as well.
- On Friday, August 14, CeCe Moore kicks off DNA Genealogy Day. Along with 8 other speakers she will keep us busy learning the most up to date and relevant DNA information.
- On Saturday, August 15, Judy Russell is featured as our main speaker leading us off on our Courthouse Research Day. If there is one known truth in genealogy research, it's this: not everything is available online. A total of 8 impressive speakers will address attendees.

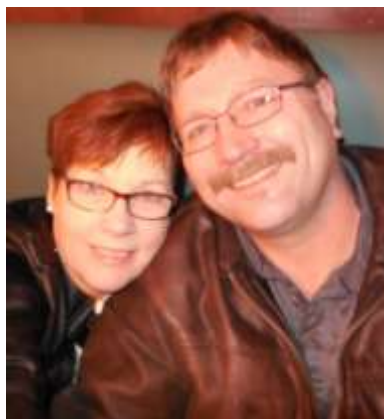
Look who Karen Stroschein found at RootsTech:





Lessons Learned From RootsTech/FGS 2015

By Eric Stroschein



For the uninitiated, RootsTech is far and away the largest genealogical conference in the nation and possibly the western hemisphere. RootsTech is held yearly in the Salt Palace Convention Center, Salt Lake City Utah. The Federation of Genealogical Societies (FGS) holds an annual conference that moves from location to location throughout the United States. This year the two organizations held their conferences in concert with each other in Salt Lake City. The Stillaguamish Valley Genealogical Society (SVGS) is a proud member organization of FGS.

Originally it was estimated that 13,000 people would register for RootsTech/FGS 2015 but that figure exploded to nearly 30,000 genealogists between both conferences. On any given day, there were over 22,000 conventioners scurrying about to over 300 classes and wading through the massive vendor hall. More than 6,000 children and young adults were also in attendance.

SVGS sent a team of Planning Committee members for the Northwest Genealogy Conference (NwGC). Our mission was to promote the conference but also see how another successful conference manages their event. We went to the conference with some very clear marketing goals as well as some nebulous visions to learn more about the workings of the conference. Through this process, we learned a lot about the RootsTech/FGS conference, the Northwest Genealogy Conference, and ourselves.

In the Vendor Hall we occupied booth (#1626) and made it our base of operations over the next 3 days. Karen and Eric Stroschein were put in charge of the booth. Their years of experience working hundreds of trade shows proved to be very useful in this endeavor. Many interested attendees, speakers, and vendors stopped by and engaged them about the NwGC. How fun it was to have Josh Packer, brother to one of our speakers Angela Packer McGhie, stop by for a picture with his sister's picture.

NwGC Marketing Committee team member Val Sanford was very busy and wore several hats at the conference. Val has her own marketing company and draws on decades of experience working with marketing and venture capitalists for several Dot Coms. She was instrumental in the social media campaign we waged at RootsTech/FGS. She was a key player in identifying and engaging several vendors and inviting them to participate in our conference. Her vision of the NwGC vendor hall is exciting and forward thinking.

Ruth Caesar joined the team as a conventioner. Her mission was to experience the conference and learn what worked and what did not. Her perspective was interesting since this was the first conference she had attended outside of the NwGC. Her excitement was contagious. For an online version of the blog post go to <http://nwgc.org/?p=1819>.

Inside this issue...

RootsTech/FGS 2015	1
Lessons Learned	2
Lessons Learned Cont'd	3
Tombstone Project	4
View Crest Abbey	5
SVGS Library Move	6
Bylaws and Standing Rules	6
Comments	
Website Subscriptions	6
Finding Your Roots Class	7
Local Seminars	8
Genealogy Cruises	9
Events Calendar	10
Bylaws Document	11
	to
	18



Lessons Learned From RootsTech/FGS 2015 Continued

Flynn Clarke and Erica Madsen, though not at RootsTech/FGS, were very integral to the social media campaign. They worked in concert with Val. from home, helping with Tweets and Facebook posts spreading the word of the NwGC through the social media channels of RootsTech and FGS.

We had a comprehensive plan and our execution was great. Below are some of the lessons learned from attending both conferences:

1. **Bigger is not always better:** If you are going to become bigger you must be able to handle the increased influx of registrations, volume of attendees, and logistics of moving between classes. We have capped registrations at 650 and this should prove to be a very manageable size for the Byrnes Performing Arts Center.
2. **Registration is critical:** This, for many, is the first personal interaction an attendee has with the conference. At RootsTech/FGS, they had around 40 volunteers to register nearly 30,000 attendees. Apparently there were hiccups in their system, so early registrants had an easy and quick process while later registrants had a long and arduous process. The vendor registration was equally fragmented, it was easy for some and difficult for others.
3. **Signage, Signage, Signage:** Last year we fell short in this category. RootsTech/FGS had huge 8'x20' signs that laid out each individual day's events. Plus they had a mobile app that was very useful for people with smartphones and tablets. Even with all of their preplanning there were hiccups with last minute schedule changes and room changes. This year our plans are very detailed and we should do much better in this area.
4. **Feeding the masses:** The Salt Palace had an ingenious way of feeding their conventioners. They had 4 different stations set up that did Mexican food, made to order sandwiches, Panini's, and Asian cuisine. All of the food stations funneled down to a single pay area that had 4 different registers. We had been kicking around a similar idea, but this system was much more refined. They could quickly feed many people.
5. **Having fun while learning:** Our overriding tenet for the NwGC has been quality education by great instructors with proven material. We also want this to be a fun and festive experience for our participants. RootsTech was definitely a "production", it had a fun atmosphere all wrapped up with a learning experience. This year we are going to have even more exciting opportunities for genealogists to come together and enjoy each other's company in a genealogical atmosphere.
6. **People love Karen and the Selfie Stick:** Karen brought a "Selfie Stick" to take pictures throughout RootsTech/FGS. Our speakers and many genealogy VIPs, sought Karen out to have a picture with her. These photos were used in the Social Media campaign and posted to Facebook. This helped to open a dialog with potential speakers next year.

These are some great lessons, but there were so many more we took away from our time in Salt Lake City. Our goal is to make the Northwest Genealogy Conference a beacon of genealogical education in Washington. Our commitment to improvement and the team of people working toward the same goal can only make the Northwest Genealogy Conference an incredibly fun, exciting, and smart choice for the discriminating genealogist.





Stillaguamish Valley Genealogy Society Tombstone Project Seeking Project Committee Members

In the last few years, under the leadership, methodical guidance and motivation of SVGS Treasurer Reverend Lawrence (Larry) Taylor, volunteers have been taking pictures of headstones for information and for the historical record within Snohomish County. Their goal was to document all those buried in Snohomish County on the Find A Grave website. They have invested thousands of hours and the pictures have numbered well over one hundred thousand. What stands out the most is that there are thousands of unmarked gravesites or gravesites marked decades ago with “Temporary Markers” in all of the cemeteries within our county. The number today is estimated at 10,000.

These missing markers have prompted Larry to form a committee to remedy this issue and will be initially focusing on the unmarked graves before 1950. He has formed a Tombstone Project Committee to seek funds and procure headstones for those who do not have one on their grave. So far the committee consists of Larry Taylor, Kathy Bowman, Tami Sherrill, Sergae Rokusek, Michele Cozad, Sandy Blesies and Ruth Caesar.

We are seeking your help and ask that you volunteer to help on this committee. If you are interested, please contact Larry Taylor by leaving a message at the SVGS library at (360) 435-4838 or send an e-mail to info@stillygen.org.

“We thank all who have ventured out doing a good deed for the benefit of others.” Reverend Larry Taylor





Making a Positive Contribution No Matter How Difficult the Task



View Crest Abbey Team: SVGS members Kathy Bowman and Larry Taylor; Sergae Rokusek of Evergreen Cemetery, Tami Sherrill (not pictured)

Larry solicited the help of Kathy, Sergae, and Tami, to complete yet another milestone in documenting all Snohomish County graves in the Find A Grave website.



They just completed recording thousands buried in the Evergreen Cemetery in Everett only to discover that their work wasn't done. Evergreen Cemetery also manages a little known mausoleum located in Everett called View Crest Abbey which operated primarily between 1940 and 1970. Only a few short months ago the team began recording those located at the Abbey. At that time 200 deceased were listed on the Find A Grave website. Today that number exceeds 3,100 and Larry thinks they have around 500 - 800 more.

Recording those at the Abbey has been a difficult task. Those inside the mausoleum were easy, however, they discovered approximately 2,000 boxes of remains sitting in locked areas that have been left and forgotten. To access the boxes of remains, the team had to climb on to the roof, enter an attic area through a hatch door and use a single bulb utility light to read the names on the labels. This task was even harder to accomplish because they

weren't able to stand upright in the room. The ceiling was only around 4 feet tall.



Sergae hopes that family members will eventually claim some or all of these remains. He encourages family members to call the Evergreen Cemetery or look on the Find A Grave website to see if their loved ones are waiting to be claimed.



SVGS Library Must Move... Any Ideas Where? We Need Your Suggestions

Our Society needs to find a new facility for our library as the school district will be ending the lease we have had with them. The district is ending their leases to concentrate on the main mission of education of students.

The move date has not been firmly established and we think it will be at least after the August conference so timing is critical. Your suggestions and ideas are needed now so we can investigate possible locations. Another option is to receive donations to buy a building. All donations are tax-deductible. Please contact Ruth Caesar at [360-435-4838](tel:360-435-4838) or president@stillygen.org with your ideas.

SVGS Library Enhancements – Website Subscriptions



Genealogy research can be expensive and difficult because so many websites require a subscription to gain access. Our society is trying to make your research easier. We just purchased subscriptions to the following that you can use in addition to the Ancestry.com Library Edition at the SVGS library for free: Fold 3.com, Genealogy Bank.com, American Ancestors.org, Find My Past and Legacy Family Tree Webinars.com.

Fold 3 offers information on millions of military records. Genealogy Bank gives you access to an archive of 6500 newspapers from 1690 to today. American Ancestors.org focuses on documents searchable by name from New England, New York and more. Find My Past offers records pertaining to the US, Canada, United Kingdom, Australia, New Zealand and more. Legacy Family Tree Webinars allows you to learn genealogy at your own pace. This site offers over 200 classes.

You are welcome to use SVGS computers to gain access to these websites at our library, or you are welcome to use your own laptop.

Society Bylaws and Standing Rules Revised

A society committee has been working diligently to update our current By Laws and Standing Rules because it has been quite a while since they have been reviewed. The next step is for SVGS members to review and make recommendations, if any. The Bylaws are available for your perusal starting on page 11. Please contact Ruth Caesar at 360-435-4838 or president@stillygen.org if you have any questions or recommendations. The Standing Rules will be forwarded for your review in the near future.





Finding Your Roots

An Arlington Community Education Class

Register at Arlington city Hall or by phone (360) 403-3448

Class fee: \$10 for the series

Location:

Stillaguamish Valley Genealogical Society Library

215 South French Street, Arlington, WA

Dates and Times:

Tuesday evenings, April 7, April 14, April 21 and April 28

6:30pm to 9:00pm

You are invited to join instructor Steve Baylor, Library Director, for this 4 part series course designed for the beginning (and not so beginning) genealogist. Here's what you can look forward to learning:

Week 1, April 7:

Steve will introduce you to the world of genealogy research and teach you to organize family history records from personal knowledge and relatives. You will learn about Pedigree Charts and Family Group Sheets. He will show you how to evaluate the accuracy of the information you are collecting on your relatives using primary and secondary resources. You will learn about computer genealogy databases and explore four websites: ancestry.com, familysearch.org, USGenweb.org and digitalarchives.wa.gov.

Week 2, April 14:

You will be reviewing the Pedigree Charts and Family Group Sheets you prepared after the first class and learn about possible sources for genealogical proof. You will learn about internet research using major genealogical websites using US census information. You will also learn how to locate records that are not available on the internet, find out what Soundex is and how to use it. You'll set census research goals and how to view microfilm. Steve will also introduce you to Family Search Centers, Affiliate Libraries and NARA.

Week 3, April 21:

You will be learning about the census of Canada, Great Britain, and selected States. You will learn to conduct research through the Family Search Centers and Affiliate Libraries and how to search the Washington State Death Index. You will become familiar with courthouse research using probate, land records –grantor/grantee index. Steve will also teach you about newspaper research.

Week 4, April 28:

Steve will teach you about alternate sources for genealogical proof using school records, city directories, county histories, military records, Naturalization records, church records, funeral home and cemetery research, published genealogies, genealogy society libraries and professional genealogists. You will also learn about research using genetic genealogy. Steve will introduce you to Y-DNA, mitochondrial DNA and autosomal DNA testing.





Local Seminars:



Tacoma-Pierce County Genealogical Society Spring Seminar

Connie Lenzen, Author and certified by the Board for Certification of Genealogist, and Past President of that organization, former Director of the National Genealogical Society

La Quinta Inns and Suites
1425 East 27th Street
Tacoma, WA

Seminar Date: Saturday, April 25, 2015

Registration fee by April 18th, \$35 members, \$40 non-members. After April 18th, additional \$5.00 late fee. Download a registration brochure at:

<http://www.rootsweb.ancestry.com/~watpcgs/seminar.html>.

Topics:

- Proving a Maternal Line When Grandma Didn't Tell Us Her Parents' Names
- Probate Research: Follow the Money
- Break Down Brick Walls with Evidence Analysis
- Lost Parents: Adoption Research and Finding Other Missing Persons

Seattle Genealogical Society Spring Seminar

Who's Your Daddy? Researching Your Family History in the Mid-South States

C. Lynn Andersen, Accredited Genealogist (ICAPGen) in Mid-South states

Greenwood Senior Center
525 North 85th Street
Seattle, WA

Seminar Date: Saturday, May 9, 2015

Register by April 30th, \$40 members, \$50 non-members. Register on-line or download registration brochure:

<http://seattlegenealogicalsociety.org/content/2015-spring-seminar-registration>

Topics:

- An Overview of Internet Resources for Mid-South States
- Internet Resources for Mid-South States Will and Probate Records
- Finding and Using Land Records Online to Solve Mid-South States Research Problems
- A Look at Colonial Land Records from the Mid-South States



Genealogy Cruises

Genealogy Conference Cruise to Alaska

August 28, 2015 Departure

Join the Federation of Genealogical Societies on their 7-day cruise to Alaska. You'll be sailing on Royal Caribbean's cruise ship, Jewel of the Seas departing on August 28th. The ship departs in Seattle which is a huge plus for those of us living in the Pacific Northwest. While on the cruise, you will be networking with others interested in genealogy research. You'll be attending 22 sessions presented by phenomenal speakers and participating in social events dedicated to those signing up for the conference. There will be a game night, special excursions and much more. Sounds like so much fun! Click on the following link for more information: <https://www.fgsconference.org/cruise/reservations/>. Reservation for the conference opens April 1st and cruise reservations open on April 28th.

2nd Annual Heritage Books Genealogy Conference & Cruise

October 18, 2015 Departure

Cruise the Panama Canal with the DNA Detectives.com who is offering approximately 20 hours of lectures presented by Angie Bush, CeCe Moore and Blaine Bettinger who are experts in genetic genealogy. This 10 day cruise leaves Ft. Lauderdale, Florida and then sails on to Cartagena, Columbia; Panama Canal and Colon, Panama; Limon, Costa Rica; Grand Cayman, Cayman Islands and back to Fort Lauderdale. Contact Heritage Books and Craig Scott for more information at 800-876-6103, ext. 700. Travel arrangements can be made with Julie Atkins at The Cruise Web via e-mail: Groups@cruiseweb.com. A few of our members have already signed up to go.





EVENTS CALENDAR

March 10, 2015 Tuesday, 1:00 pm – 3:00 pm Presentation and Meeting Location: Arlington Free Methodist Church 730 East Highland Drive Arlington, WA	March 2015 Presentation and General Meeting <i>Presentation by: Carol Buswell, Education Specialist</i> Subject: <i>Finding and Researching Original Records at the National Archives</i> Even though more are being added daily, billions of important Federal Government documents are not yet available online. Some of these paper documents could be very important for your particular family or community history project. Come learn how and where to search for them. You will also leave with a better understanding of archival research in general. Hold copies of primary sources and working finding aids in your hands! <i>Presentation is free of charge and is open to Stillaguamish Valley Genealogical Society members and to the general public.</i>
April 14, 2015 Tuesday, 1:00 pm – 3:00 pm Presentation and Meeting Location: Arlington Free Methodist Church 730 East Highland Drive Arlington, WA	April 2015 Presentation and General Meeting <i>Presentation by: Kim Otis, Assistant Law Librarian for Reference Services Public Law Library of King County in Seattle</i> Subject: <i>Free and Low-Cost Case Law Research</i> Learn about options for doing case law research from freely-accessible websites and by visiting one of the two Public Law Library of King County locations. The class will include demonstrations of Westlaw, LexisNexis and Casemaker. <i>Presentation is free of charge and is open to Stillaguamish Valley Genealogical Society members and to the general public.</i>
May 12, 2015 Tuesday, Noon – 3:00 pm Presentation and Meeting Location: Arlington Free Methodist Church 730 East Highland Drive Arlington, WA	May 2015 Annual Meeting – Elections and Potluck This is a business meeting where committee members will report and elections for society positions will be conducted. Everyone is encouraged to bring a favorite entrée, side dish or dessert to share. <i>Meeting and potluck are free of charge and open to Stillaguamish Valley Genealogical Society members and to the general public.</i> 
June 9, 2015 Tuesday, 1:00 pm – 3:00 pm Presentation and Meeting Location: Arlington Free Methodist Church 730 East Highland Drive Arlington, WA	June 2015 Presentation and General Meeting <i>Presentation by: Lou Daly</i> Subject: <i>Family Search Family Tree</i> Learn about the actual database of family trees that people have entered in a Wiki format. <i>Presentation is free of charge and is open to Stillaguamish Valley Genealogical Society members and to the general public.</i>
• July 2015 – BBQ at the SVGS library • August 2015 – Northwest Genealogy Conference at the Byrnes Performing Arts Center • September 2015 – November 2015 to be determined • December 2015 – Holiday Social	



Bylaws

Revised May 2015

Article I. – Name

The name of this organization is the Stillaguamish Valley Genealogical Society, hereinafter known as the Society, registered under Section 501(c)(3) of the Internal Revenue Code of 1954 or its successor and consistent with the laws of the State of Washington.

Article II. – Objectives

The objectives of this Society shall be:

1. To promote an interest in genealogy through education.
2. To encourage and instruct members in genealogical research through careful documentation while maintaining quality genealogical standards.
3. To locate, preserve and index public and private genealogical records and make such records available to members and the general public.
4. To assist and support any genealogical library in Washington which is open to the public.
5. To publish genealogical and historical information in a regular newsletter and other publications as directed by the membership.

Article III. – Membership and Dues

Section 3.01 – Membership. Any applicant interested in furthering the objectives of the Society shall be eligible for membership upon submission of a completed application form and payment of dues.

Section 3.02 – Dues. Annual dues shall be payable by June 1. Membership chair shall notify members whose dues are not paid by July 1. If dues are not received by the first meeting in September, that name shall be removed from the membership list.

Section 3.03 – Categories of Membership

Categories of Membership. Individual, Family (any 2 persons living at the same address and receiving one newsletter), Library and Society, Honorary, and Life Member. Annual dues for each category of membership shall be determined by the Board of Directors and approved by the membership. Amendments to the dues structure shall be governed by the Society Standing Rules.

Section 3.04 – Member in Good Standing

A member in good standing is one whose current dues are paid and who complies with the provisions of the Articles of Incorporation and the bylaws.

Section 3.05 – Voting and Office Holding

Regular, general meetings are open to the public but only members in good standing may vote or hold office. This applies to both appointed and elected positions.



Section 3.06 – Fiscal Year

The membership and fiscal year of the society shall be from June 1 to May 31.

Section 3.07 – Revocation of membership

As per Robert's Rules of Order.

Article IV - General and Special Meetings

Section 4.01 – Regular Meetings

General membership meetings of the Society shall be held monthly. In case of emergency, the Board of Directors may cancel a meeting.

Section 4.02 – Special Meetings

Special meetings of the Society may be called by the President, the Board of Directors, or upon written request of ten members. The call for a special meeting shall be given at least three days prior to the requested meeting and shall state the purpose of the meeting. No business other than that stated shall be conducted.

Section 4.03 – Annual Meeting

The regular meeting in May shall be known as the Annual Meeting.

4.03.01 Voter Eligibility: Any member in good standing is eligible to vote as defined in 3.04.

Section 4.04 – Quorum

A quorum for the purpose of conducting business at any general or special meeting shall be 15 members.

Article V. – Officers, Directors, and Appointed Officials

Section 5.01 – Officers

The Officers of the Society shall be President, Vice President, Vice President of the Library, Secretary and Treasurer.

Section 5.02 – Elections

5.02.01 – The election of the President and the Secretary shall be at the Annual Meeting in odd numbered years.

5.02.02 – The election of Vice President and Treasurer shall be at the Annual Meeting in even numbered years.

5.02.03 – The Officers shall be elected for a two-year term of office. The newly elected officers shall attend the next Board meeting with official capacities starting June 1.



Article VI - Board of Directors

Section 6.01 – The Board of Directors shall consist of the four elected Officers of the Society, the Chairs of the Standing Committees, and the immediate past president.

Section 6.02 – No person shall be elected, appointed, or continue to serve as an Officer or Director or Standing Committee Chair unless that person is a member in good standing.

Section 6.03 – Any vacancy or resignation occurring on the Board of Directors may be filled until the next Annual Meeting by a majority vote of the remaining members of the Board of Directors. A vacancy shall be declared in an office by a majority vote of the Board of Directors after two consecutive unexplained absences from general meetings. The vacant office of President shall be assumed by the Vice President.

Section 6.04 – There shall be at least four regular meetings of the Board of Directors annually. These meetings shall be open to attendance by the membership, however only members of the Board of Directors may vote on issues.

Section 6.05 – A quorum for the Board of Directors shall be a majority of the Board.

Section 6.06 – The Board of Directors shall:

1. Transact the business of the Society between general membership meetings.
2. Direct committees.
3. Operate within the approved annual budget.
4. Authorize disbursements which exceed 10% of the budgeted amount.

Section 6.07 – Appointed Officials:

6.07.01 – The President shall appoint, subject to confirmation by the Board, officials as needed.

6.07.01 – Unless the term of office has been provided for by contract, the term of office of appointed officials shall be for the same term as the President.

Article VII. – Duties of Officers

Section 7.01 – In addition to the basic duties prescribed by these bylaws and by the parliamentary authority adopted by the Society, each officer shall be responsible for such other duties as may be assigned by the Board.

Section 7.02 – The President shall:

1. Preside at all meetings of the general membership and the Board of Directors and prepare agendas to all meetings.
2. Appoint all chairs of Standing Committees and Special Committees, with the approval of the Board of Directors.
3. Be the principal executive officer with responsibility for the general supervision of the affairs of the Society and be the official spokesperson of the Society. Sign, with the Secretary, all contracts and sign, with the grant writer, all grants.
4. Be an ex-officio member of all committees, except the Nominating Committee.



5. Appoint a member to pick up the Society's mail and distribute it to the proper Chairs within the Society.
6. Represent the Society in all matters concerning external affairs and relations with other organizations.

Section 7.03 – The Vice President of Administration shall:

1. Assume the duties of the President in the absence of, or at the request of, the President.
2. Assume the duties of the President for the remaining term of office in the event of a vacancy in the office of the President.
3. Maintain a list of all Standing and Special Committee Chairs with one copy of the list being kept on the website.

Section 7.04 – The Vice President of Library shall:

1. Chair the Library Committee.
2. Recruit and train librarians
3. Maintain the librarian's schedule
4. Appoint a Genealogist to respond to queries.
5. Maintain the Librarian's manual
6. Maintain library sign-in sheets
7. Present a report at the Annual Meeting

Section 7.05 – The Secretary shall:

1. Record proceedings of the official Society meetings and be the custodian of its records except those that are specifically assigned to others. A copy of these records shall be held at the Society Library and be posted on the website.
2. Keep and have available for reference at all meetings one book containing current copies of the Society's Mission Statement, Bylaws and Standing Rules.
3. Preserve committee reports among the records.
4. Maintain a current inventory of all legal documents, records and equipment belonging to the Society.
5. Sign with the President, all contracts and documents authorized by the Society.
6. Conduct correspondence as needed by the Society, and maintain a copy of such correspondence.
7. Maintain meeting attendance records

Section 7.06 – The Treasurer shall:

1. Be custodian of the funds of the Society.
2. Sign checks for authorized disbursements on behalf of the Society.
3. Make all financial records available for audit at the end of the Treasurer's two-year term.
4. Prepare a proposed budget for the next fiscal year to be presented at a meeting of the Board of Directors prior to the April general membership meeting.



5. Present a statement of finances at each meeting of the Board of Directors and at general membership meetings.
6. Present a financial report covering the previous fiscal year at the June general meeting.

Article VII – Executive Committee

Section 8.01 – Composition:

The elected Society officers shall constitute the Executive Committee.

Section 8.02 – Duties:

The Executive Committee shall be authorized to act on behalf of the Board, as the need arises, between regular Board meetings. Its actions shall be consistent with established policies of the Board.

Section 8.03 – Methods of Conducting Business:

The Executive Committee may conduct the business of the Society in person, by telephone conference, fax communication, email, or on-line conference.

Section 8.04 – Quorum:

For the purposes of conducting business, three officers shall constitute a quorum.

Article IX. – Standing and Special Committees

Section 9.01 – Standing Committees:

9.01.01 – Standing committees are permanent committees charged with performing necessary functions of the Society.

9.01.02 – The Standing Committees of the Society shall be Auditing, Conference, Education, Membership, Budget and Finance, Publications, Publicity, Website, , Newsletter, Nominating, Hospitality, Pioneer Certificates, Scholarship, and such other standing committees as the Board deems necessary to carry out the work of the Society.

9.01.03 – Term of office: Standing committee chairs shall serve for a term of one year from the date of appointment or the remainder of the term of the appointing President, whichever is shorter. Chairs may be reappointed for successive terms at the discretion of the Board.

Section 9.02 – Duties of Standing Committees:

9.02.01. Audit Committee: shall perform an annual audit of the Treasurer's books and an inventory of all Society property and shall present a written report of its finding to the Board within sixty days after the close of the fiscal year. The committee shall also audit the Treasurer's books upon a change of Treasurer during the fiscal year and present its written report within sixty days after the change of Treasurer. The Audit Committee shall consist of two (2) members of the board excluding the Treasurer



and one member from the general membership preferably with accounting and or auditing experience. A non-member of the society can serve on the committee with their acceptance by the board.

9.02.02 – Budget and Finance Committee: shall be responsible for conducting necessary planning to ensure adequate funds are available for operation of the Society. The committee shall advise the Board concerning any need for fund raising programs, dues adjustment, investment of funds, expenditure of excess funds, grants, and shall assist the Treasurer in preparing the annual budget.

9.02.03 – Conference Planning Committee: shall plan and manage all conferences and/or seminars; and establish guidelines for the organization of conferences and seminars.

9.02.04 – Publicity and Marketing Committee: shall be responsible for enhancing the image and reputation and increasing the visibility of the Society by stimulating awareness of the Society and interest in the Society in the genealogical community as well as the general public.

9.02.05 – Membership Committee: shall establish a plan to encourage and ensure the growth of the Society and shall oversee the implementation of that program.

9.02.06 – Nominating Committee: shall select a slate of candidates for the available officer positions.

9.02.07 – Publications Committee: shall make recommendations as to what products should be provided by the Society and how the products should be produced, shall identify the financial impacts of those products, and shall oversee their production.

9.02.08 – Newsletter Committee: shall write and publish the newsletter

9.02.09 – Education Committee: shall establish educational opportunities for the membership.

9.02.10 – Hospitality Committee: shall set-up refreshments at society events

9.02.11 – Pioneer Certificates Committee: shall review and approve all applications

9.02.12 – Awards Committee: shall make recommendations to the Board concerning the number and category of awards to be presented by the Society and shall make recommendations as to the appropriate time and place to present the awards.

Section 9.03 – Special Committees:

Special committees of the Society are those committees appointed by the Board for a special purpose, which shall be defined by the Board. When the purpose of the special committee is accomplished, it shall cease to exist.



Article X – Nominations and Elections

Section 10.01 – Nominations and Elections:

10.01.01 – The Nominating Committee shall propose at least one candidate for each position to be filled by ballot in the annual election. Candidates must be a member in good standing as defined in 3.04.

10.01.02 – Methods by which a nominee may become a candidate:

1. The Nominating Committee shall propose nominees for consideration as candidates.
2. Candidate can be nominated from the floor at the annual meeting.

10.01.03 – The Nominating Committee shall submit their slate of candidates to the Board prior to the April Board meeting.

10.01.04 – The Nominating Committee shall distribute a slate of candidates to the membership prior to the annual meeting.

10.01.05 – Newly elected persons take office 1 June of each year.

Section 10.02 – Voting and Eligibility:

10.02.01 – Voting shall be by secret ballot. The tellers shall report the results of the election to the President and the Secretary at time of vote.

10.02.02 – When an office is contested, the candidate receiving the most votes is elected.

10.02.03 – Election results shall be published in the next issue of the Society newsletter and posted to Society website. The Secretary shall notify each candidate of the election results.

Article XI. Dissolution of the Society

In the event of the dissolution of the Society, all non-media assets shall be converted to cash. All moneys of the Society shall be donated to the Snohomish County heritage organizations. Library media shall be distributed to other public or genealogical libraries.

Article XIII. – Parliamentary Authority

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Society in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any standing rules the Society may adopt.



Article XIV. - Amendment of Bylaws

Section 14.01 – Proposal of Amendments:

14.01.01 – Proposed amendments to these bylaws must be submitted in writing to the Secretary.

14.01.02 – Amendments may be proposed by a) any five members or b) a majority of the Board, acting on its own initiative or in agreement with the suggestion of any member.

Section 14.02 – Notice:

14.02.01 – Proposed amendments shall be posted on the official Society web site.

14.02.02 – Members shall be given written notification not later than thirty days in advance of the voting of the proposed amendments.

Section 14.03 – Ratification:

A two-thirds vote of approval of all votes cast shall be required to ratify an amendment. Unless there is an enacting clause to the contrary, an amendment shall become effective immediately upon its adoption. Members shall be notified of the results by publication on the official Society web site and in the next issue of the Newsletter.