

# Advisory Board Minutes – January 2021

**LINKS TO  
MINUTES**  
January 2021  
Session

January 2021 Session Opened  
January 2021 Agenda  
ANNOUNCEMENT: USGenWeb Service Mark Renewals  
Continuing Business: Special Committee: Filling Advisory Board Vacancies:  
Update  
ANNOUNCEMENT UPDATE: USGenWeb Advisory Board Invites Your  
Participation  
2020/21 December Advisory Board Minutes  
Election Committee Quarterly Report  
Grievance Committee Quarterly Report  
Special Committee Update  
Report and Motion from the Special Committee on Vacancy on the Advisory  
Board  
2020/21-09 Standard Rules Amendment  
Adjournment

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**SESSION OPEN 02 January 2021**

The January 2021 meeting of the Advisory Board is now convened.

Linda K. Lewis  
National Coordinator 2020-2021

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**January 2021  
Agenda**

**04 January 2021**

Minutes

Announcements

- Renewal of Service Marks
- Updated Invitation to Participate: Proposed Changes to Standard Rules

Continuing Business

1. Special Committee Update: Filling Advisory Board Vacancies - Linda K. Lewis

New Business

1. Election Committee Quarterly Report
2. Grievance Committee Quarterly Report

Adjournment

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#### 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.

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

Linda K. Lewis  
National Coordinator 2020-2021

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**ANNOUNCEMENT: USGenWeb Service Mark Renewals**

**04 January 2021**

\*\*\* PLEASE FORWARD TO ALL PROJECT LISTS \*\*\*

The Project needs your help to raise a total of \$850 before March 29, 2021, to renew two Service Marks registered with USPTO. All contributions are welcomed and greatly appreciated to keep these Service Marks legally active.

Donations may be made to my [webm...@cottonhills.com](mailto:webm...@cottonhills.com) PayPal account. Please also send a note to me at [webm...@cottonhills.com](mailto:webm...@cottonhills.com) so I may confirm receipt. If you prefer to donate by check or money order, please email me and I will provide my postal address.

The web page below will be refreshed periodically to track progress towards our goal: <https://www.cottonhills.net/USGenWebSMRenewals.html>

#### **Service Mark Information**

The two Service Marks registered with USPTO are listed below and have been maintained since the early days of our organization. The renewal due date for each Service Mark is March 29, 2021, and will extend these Service Marks for a ten year period.

1. 3936386 USGENWEB Service Mark Word Mark
2. 3968468 THE USGENWEB PROJECT Service Mark Word Mark

The cost for each Service Mark includes a Renewal Declaration fee of \$125 plus the renewal fee of \$300, for a total of \$425 per Service Mark. Late renewal is allowed for up to 6 months past the due date (9/29/2021) for an additional fee of up to \$200 per renewal.

<https://www.uspto.gov/trademark/fees-payment-information/overview-trademark-fees>

Thank you!

Linda K. Lewis  
National Coordinator 2020-2021

**05 January 2021**

\*\*\* PLEASE FORWARD TO ALL PROJECT LISTS \*\*\*

Thanks to the amazing generosity of our Project members, the goal of \$850 to renew our two Service Marks has been reached and exceeded in just a few hours! I am truly humbled by the outpouring of support for our Project from so many people. Through the generosity of our time, efforts, and financial support, we are able to continue to provide the world with Free Genealogy resources!

<https://www.cottonhills.net/USGenWebSMRenewals.html>

Little is truly free these days. Not only do we pay for Service Marks, but the Project also pays for domain names and Election software hosting, on top of the donation of our time and efforts. All excess monies will be held and applied toward these future renewals as they come due and will be announced on Board as they are paid.

I sincerely thank you all on behalf of The USGenWeb Project!

Linda K. Lewis  
National Coordinator 2020-2021

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**Continuing  
Business: Special  
Committee:  
Filling Advisory  
Board  
Vacancies:  
Update**

**06 January 2021**

The next order of business is an update on the Special Committee for Filling Advisory Board Vacancies, for the record.

In December 2020, the Special Committee indicated they were ready to present a proposal for informal consideration by the Membership to amend the Standard Rules. An announcement was sent to the Membership to invite participation.

In response to this announcement, I received feedback from members who were unable to join due to various issues, including no Google Account, email instructions that did not work, and a desire to be able to participate directly (posting permissions) in the discussion list.

The feedback was heard, and the discussion was put on hold through the Holidays until a new process and instructions could be worked out to overcome these obstacles as best as we are able, to encourage membership participation.

As a result, a new Announcement will be released with updated instructions and start date.

Linda K. Lewis  
National Coordinator 2020-2021

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**ANNOUNCEMENT UPDATE:  
USGenWeb  
Advisory Board  
Invites Your  
Participation**

**06 January 2021**

\*\*\* PLEASE FORWARD TO ALL PROJECT LISTS \*\*\*

This is an update to the invitation to participate in a proposed update to the Standard Rules sent in December. After receiving feedback from members who were unable to join, this discussion was put on hold until after the Holidays to address how we can make it easier to participate.

Please see the updated instructions below.

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All members of USGenWeb are invited to provide discussion and feedback on a proposal to modify our Standard Rules.

A Special Committee is seated to clarify the Bylaws when an Advisory Board seat is vacant and must be filled by appointment. The Committee now has a proposal ready to present to the membership for informal consideration.

**UPDATED INSTRUCTIONS**

The discussion will begin on Monday, January 11, 2021. Members who request to monitor and participate in this discussion will be subscribed with full posting permissions to facilitate discussion and feedback.

To subscribe **without** a Google account: Send an email to Mike Peterson ( [line...@cox.net](mailto:line...@cox.net)) or Linda K. Lewis ([webm...@cottonhills.com](mailto:webm...@cottonhills.com)) to request to join the Google Group. Please enter "Join AB Discussion" in the subject line.

To subscribe **with** a Google account: While signed in to your Google account, go to <https://groups.google.com/g/usgenweb-discuss> and select "Request to Join".

Thank you for your feedback and patience while we work through these difficulties.

Your participation in USGenWeb is welcomed and appreciated.

Linda K. Lewis  
National Coordinator 2020-2021

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Thank you for your feedback and patience while we work through these difficulties.

Your participation in USGenWeb is welcomed and appreciated.

Linda K. Lewis  
National Coordinator 2020-2021

### **10 January 2021**

For the record, the Special Committee will present their proposed changes to the Standard Rules for discussion on the ABChat list tomorrow, January 11. I am pleased to welcome 20 members to the ABChat Google Group for this discussion.

Members are still welcome to join ABChat during the discussion period by following the instructions below that were sent out on January 6.

----- Original Message -----

From: [webm...@cottonhills.com](mailto:webm...@cottonhills.com)  
To: [boa...@googlegroups.com](mailto:boa...@googlegroups.com)  
Cc: [ABMi...@gmail.com](mailto:ABMi...@gmail.com)  
Date: January 6, 2021 8:58 PM  
Subject: [BOARD] ANNOUNCEMENT UPDATE: USGenWeb Advisory Board Invites Your Participation

This is an update to the invitation to participate in a proposed update to the Standard Rules sent in December. After receiving feedback from members who were unable to join, this discussion was put on hold until after the Holidays to address how we can make it easier to participate.

Please see the updated instructions below.

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Thank you for your feedback and patience while we work through these difficulties.

Your participation in USGenWeb is welcomed and appreciated.

Linda K. Lewis  
National Coordinator 2020-2021

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You received this message because you are subscribed to the Google Groups "BOARD-L" group.

To unsubscribe from this group and stop receiving emails from it, send an

email to [board-l+u...@googlegroups.com](mailto:board-l+u...@googlegroups.com).

To view this discussion on the web

visit <https://groups.google.com/d/msgid/board-l/160766823.5471.1609984728061%40semailout.ezhostingserver.com>.

Linda K. Lewis

National Coordinator 2020-2021

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**2020/21  
December  
Advisory Board  
Minutes**

**09 January 2021**

The 2020/21 December Advisory Board Minutes are located at the link below. Please review and advise if corrections or revisions are needed. If no corrections are heard, these Minutes will stand as accepted as of December 1, 2020, at 11:59 PM.

<https://www.usgenweb.org/about/pdfs-minutes/AB-2020-12.pdf>

Linda K. Lewis

National Coordinator 2020-2021

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**Election  
Committee  
Quarterly  
Report**

**09 January 2021**

The next order of business is the Election Committee Quarterly Report, submitted below, for the record.

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MEMBERSHIP REPORT for 2 quarters ending 31 Dec 2020

New Members: 5

Left the Project: 26

Deaths reported: 4

- Ernest Miles, MOGW & NYGW
- Katy Hestand, KYGW & MOGW
- Chuck Liebow, KYGW & MOGW
- Daniel Elliott, INGW

Total Members: 1125

Registered to Vote: 775

Unresolved Email bounces: 3

The EC also assisted with two State Coordinator races:

Missouri (October)

Nominations: Bob Jenkins, Denise Woodside

Winner: Denise Woodside

Hawaii (Oct-Nov)  
Nominations: Trish Elliott-Kashima  
Winner: Trish Elliott-Kashima

Respectfully submitted

Alice Allen  
EC Secretary  
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Linda K. Lewis  
National Coordinator 2020-2021

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**Grievance  
Committee  
Quarterly  
Report**

**18 January 2021**

The next order of business is the Grievance Committee Quarterly Report, submitted below for the record.

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The following are the two quarterly reports for the USGenWeb Grievance committee.

Third Quarter Report  
Jul 1-Sep 30, 2020

The USGenWeb Grievance committee consists of the following members:

Karen De Groote-Chair-term ends March 1, 2022  
Steven Connor-Special Projects-term ends March 1, 2022  
Coordinators:

1. Linda Hughes (1 year) - term ends March 1, 2021
2. Cathy von Hassel Davies (1 year) - term ends March 1, 2021
3. Bruce Coyne (2 years) - term ends March 1, 2022
4. Diane Curtis (1 year) - term ends March 1, 2021
5. Kris Meyer Halbur (2 years) - term ends March 1, 2022

The committee utilizes a google group and roll call Sep 3 discovered an error in Bruce's subscription which was corrected. All members are subscribed to the group. We have had no grievances submitted.

Respectfully submitted,  
Karen De Groote  
USGenWeb Grievance Committee Chair

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4th Quarter Report



Oct 1 - Dec 31, 2020

No activity

Respectfully submitted,  
Karen De Groote  
USGenWeb Grievance Committee Chair

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Linda K. Lewis  
National Coordinator 2020-2021

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**Special  
Committee  
Update**

**23 January 2021**

I am informed that the Special Committee is ready to present an update on their project to clarify the Standard Rules with regard to filling vacant Advisory Board seats. As the agenda is clear, I invite the Chairperson, Mike Peterson, to present the update on behalf of the Special Committee.

Linda K. Lewis  
National Coordinator 2020-2021

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**Report and  
Motion from the  
Special  
Committee on  
Vacancy on the  
Advisory Board**

**23 January 2021**

In response to Motion 2020/21-08 of 12 November 2020, Establish a Special Committee, the Special Committee is presenting to the Advisory Board a motion for approval of two Standard Rules to replace two current Standard Rules. The initial proposal was submitted to the Advisory Board and all USGenWeb interested members on 11 January 2021 for discussion, suggestions, and editing and was completed on 22 January 2021. As a result of that completed discussion and on behalf of the Special Committee;

I move USGenWeb Project Standard Rules IX. VACANCY ON THE ADVISORY BOARD and XIV. ADVISORY BOARD VACANCY DEFINITION be replaced with the following:

"IX. VACANCY ON THE ADVISORY BOARD.

A. National Coordinator. USGenWeb Bylaws Article VI, Section G. applies along with the following:

1. A permanent absence occurs when:
  - a. the position was not filled in the last election, or
  - b. the incumbent resigned, or died, or

c. the incumbent has not communicated with any other Advisory Board Member for a period of 15 days, and has not arranged for a temporary absence, or

d. an arranged temporary absence has exceeded ninety days.

2. When any of the above events occur, the Representative at Large (RAL) will immediately become the Acting National Coordinator. If the RAL is unavailable, for any reason, the remaining members of the Advisory Board will immediately select an Acting National Coordinator from among their number.

3. Within seven days of discovery of the absence, the Acting National Coordinator will declare the position vacant and the Advisory Board will vote to confirm the vacancy. Upon affirmative vote confirming the vacancy, the Acting National Coordinator will announce the vacancy on the ANNOUNCEMENTS Mailing List.

4. Replacement.

a. Within seven days of a confirmed vacancy, the Advisory Board will take the following action:

i. If the vacancy is confirmed before 4 March, the Acting National Coordinator will notify the Election Committee to conduct a Special Election for a National Coordinator to be effective immediately through 31 August.

ii. If the vacancy is confirmed on or after 4 March, the Advisory Board will elect, from the Advisory Board membership, an Acting National Coordinator to be effective immediately through 31 August.

B. All Other Advisory Board Positions. USGenWeb Bylaws Article VI, Section H. and Standard Rule Article XIV applies along with the following:

1. When a vacancy is confirmed prior to 15 May:

a. in the first year of a two-year term, the Advisory Board will appoint someone to fill the vacancy to serve until the next Scheduled National Election when the membership will elect a candidate to complete the unexpired term.

b. In the second year of a two-year term, the Advisory Board will appoint someone to serve until the expiration of the term.

2. When a vacancy is confirmed on or after 15 May:

a. In the first year of a two-year term, the Election Committee will conduct a Special Election to elect a candidate to complete the unexpired term.

b. In the second year of a two-year term, the position will remain vacant until it is filled in the next Scheduled National Election.

3. The Presiding Officer will notify the Election Committee of a confirmed vacancy position, the term expiration date, and the requirement for the position to appear on the ballot of a Special Election or in the next Scheduled National Election.

4. Within five days after the Advisory Board confirms a vacancy they are required to fill by temporary appointment, the Presiding Officer will publish on the BOARD and ANNOUNCEMENTS Mailing Lists, a Call for Volunteers interested in filling the vacant position.

5. The Call for Volunteers will include:

- a. Vacant position's title and original term expiration date.
- b. Project Bylaws and Standard Rules authorities.
- c. Due date to submit an application to any member of the Advisory Board. This date will be fifteen days from date of the Call.
- d. Any additional information or requirement providing they are not in conflict with Project Bylaws/Rules.

6. Within ten days of the Call for Volunteers due date, the Advisory Board will elect a replacement for the vacated position to be seated immediately. The Presiding Officer will post the results on the ANNOUNCEMENTS Mailing List."

#### "XIV. ADVISORY BOARD VACANCY DEFINITION.

A. An elected Advisory Board position will be declared vacant by the National Coordinator and confirmed by the Advisory Board under any one of the following conditions:

1. A member or member spokesperson submits a resignation to the National Coordinator.
2. Notification from a member spokesperson, or discovery by the National Coordinator, that a member has died.
3. A member or member spokesperson has not communicated with the National Coordinator or any other Advisory Board member for a period of 15 days without a previous arrangement for temporary absence.
4. The last election for a member position did not have a nominee.
5. A currently seated Advisory Board member is elected or appointed to a different Advisory Board position.

Mike Peterson  
Northwest/Plains Region  
Country Coordinator Representative 2016-2022

I second the motion.

Trish Elliott-Kashima  
Southeast/Mid-Atlantic Region  
County Coordinator Representative 2017-2021

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**2020/21-09  
Standard Rules  
Amendment**

**23 January 2021**

Moved by Mike Peterson, seconded by Trish Elliott-Kashima, dated January 23, 2021, and numbered as Motion 2020/21-09, the motion reads as listed below.

Is there any discussion? If so, state your request for discussion.  
If no discussion needed, respond "No Discussion".

The discussion period will be open for 48 hours and conclude on Monday, January 25, 2021, at 8:00 PM EST.

Motion:

I move USGenWeb Project Standard Rules IX. VACANCY ON THE ADVISORY BOARD and XIV. ADVISORY BOARD VACANCY DEFINITION be replaced with the following:  
"IX. VACANCY ON THE ADVISORY BOARD.

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  - d. an arranged temporary absence has exceeded ninety days.
2. When any of the above events occur, the Representative at Large (RAL) will immediately become the Acting National Coordinator. If the RAL is unavailable, for any reason, the remaining members of the Advisory Board will immediately select an Acting National Coordinator from among their number.
3. Within seven days of discovery of the absence, the Acting National Coordinator will declare the position vacant and the Advisory Board will vote to confirm the vacancy. Upon affirmative vote confirming the vacancy, the Acting National Coordinator will announce the vacancy on the ANNOUNCEMENTS Mailing List.

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ii. If the vacancy is confirmed on or after 4 March, the Advisory Board will elect, from the Advisory Board membership, an Acting National Coordinator to be effective immediately through 31 August.

B. All Other Advisory Board Positions. USGenWeb Bylaws Article VI, Section H. and Standard Rule Article XIV applies along with the following:

##### 1. When a vacancy is confirmed prior to 15 May:

a. in the first year of a two-year term, the Advisory Board will appoint someone to fill the vacancy to serve until the next Scheduled National Election when the membership will elect a candidate to complete the unexpired term.

b. In the second year of a two-year term, the Advisory Board will appoint someone to serve until the expiration of the term.

##### 2. When a vacancy is confirmed on or after 15 May:

a. In the first year of a two-year term, the Election Committee will conduct a Special Election to elect a candidate to complete the unexpired term.

b. In the second year of a two-year term, the position will remain vacant until it is filled in the next Scheduled National Election.

3. The Presiding Officer will notify the Election Committee of a confirmed vacancy position, the term expiration date, and the requirement for the position to appear on the ballot of a Special Election or in the next Scheduled National Election.

4. Within five days after the Advisory Board confirms a vacancy they are required to fill by temporary appointment, the Presiding Officer will publish on the BOARD and ANNOUNCEMENTS Mailing Lists, a Call for Volunteers interested in filling the vacant position.

##### 5. The Call for Volunteers will include:

a. Vacant position's title and original term expiration date.

b. Project Bylaws and Standard Rules authorities.

c. Due date to submit an application to any member of the Advisory Board. This date will be fifteen days from date of the Call.

d. Any additional information or requirement providing they are not in conflict with Project Bylaws/Rules.

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4. The last election for a member position did not have a nominee.

5. A currently seated Advisory Board member is elected or appointed to a different Advisory Board position."

Linda K. Lewis  
National Coordinator 2020-2021

No discussion

Linda Simpson  
Southwest/South Central Region  
State Coordinator Representative 2020-2022

No discussion.

Trish Elliott-Kashima  
Southeast/Mid-Atlantic Region  
County Coordinator Representative 2017-2021

No discussion

Bob Jenkins  
Special Projects Representative 2019-2021

No discussion

Nancy Janyszeski  
Northeast/North Central Region  
State Coordinator Representative 2017-2022

No discussion

David Gochenour  
Northwest/Plains Region  
State Coordinator Representative 2018-2021

No discussion

Rebecca Maloney  
Northwest/Plains Region  
County Coordinator Representative 2019-2021

No discussion.

MaryAlice Schwanke  
Southwest/South Central Region  
County Coordinator Representative 2020-2021

No Discussion.

Doreen Harunaga-Ewing  
Southwest/South Central Region  
County Coordinator Representative 2019-2021

No discussion.

Mary Ann Lubinsky  
Northeast/North Central Region  
County Coordinator Representative 2020-2022

No discussion.

Lesley Shockey  
Southeast/Mid-Atlantic Region  
State Coordinator Representative 2017-2022

No Discussion.

Mike Peterson  
Northwest/Plains Region  
Country Coordinator Representative 2016-2022

**24 January 2021**

No discussion.

Denise Wells  
AB Representative at Large 2020-2021

No discussion

Jeff Kemp  
Southeast/Mid-Atlantic Region  
County Coordinator Representative 2018-2022

No discussion.

Dale H. Cook  
Northeast/North Central Region  
County Coordinator Representative 2018-2021

**25 January 2021**

Having heard no discussion from all Advisory Board members, the Motion to Amend the Standard Rules is now open for vote. The full motion text is stated at the bottom.

If you agree with this Motion, vote YES. If you disagree, vote NO.

Voting will continue for 48 hours and conclude on Wednesday, January 27, 2021, at 10:00 PM EST.

Those responding No Discussion:

Linda Simpson  
Trish Elliott-Kashima  
Bob Jenkins  
Nancy Janyszeski  
David Gochenour  
Rebecca Maloney  
MaryAlice Schwanke  
Doreen Harunaga-Ewing  
Mary Ann Lubinsky



Lesley Shockey  
Mike Peterson  
Denise Wells  
Jeff Kemp  
Dale H. Cook

Those not responding:  
NONE

### **FULL MOTION**

I move USGenWeb Project Standard Rules IX. VACANCY ON THE ADVISORY BOARD and XIV. ADVISORY BOARD VACANCY DEFINITION be replaced with the following:  
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3. Within seven days of discovery of the absence, the Acting National Coordinator will declare the position vacant and the Advisory Board will vote to confirm the vacancy. Upon affirmative vote confirming the vacancy, the Acting National Coordinator will announce the vacancy on the ANNOUNCEMENTS Mailing List.
4. Replacement.
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1. When a vacancy is confirmed prior to 15 May:

a. in the first year of a two-year term, the Advisory Board will appoint someone to fill the vacancy to serve until the next Scheduled National Election when the membership will elect a candidate to complete the unexpired term.

b. In the second year of a two-year term, the Advisory Board will appoint someone to serve until the expiration of the term.

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Linda K. Lewis  
National Coordinator 2020-2021

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**Adjournment**      04 February 2021

The January 2021 meeting of the Advisory Board is adjourned and the February 2021 meeting of the Advisory Board is now convened.

Linda K. Lewis  
National Coordinator 2020-2021

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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.