

Advisory Board Minutes – September 2023

LINKS TO MINUTES

September 2023
Session

[2023/24 Call to Order / Roll Call](#)
[2023/24 Call to Order Results - Advisory Board Seated](#)
[ANNOUNCEMENT: SEMA CC Rep Vacancy](#)
[2023/24 Board-Exec Confidentiality Oath](#)
[ANNOUNCEMENT: Call for Volunteers for SEMA CC Representative](#)
[\[BOARD\] ANNOUNCEMENT Correction: Call for Volunteers for SEMA CC Representative](#)
[2023/24 Board-Exec Confidentiality Oath Results](#)
[Motion to Sustain Special Rules](#)
[Motion 2023/24-01 Sustain the Special Rules](#)
[Motion 2023/24-01 Sustain Special Rules Results](#)
[2023/24 Sep Order of Business](#)
[2023/24 Statement of Donation Funds & Renewals](#)
[Aug 2022/23 Advisory Board Minutes](#)
[Motion to Appoint Recording Secretary](#)
[2023/24-02 Motion to Appoint Recording Secretary](#)
[2023/24-02 Motion to Appoint Recording Secretary Results](#)
[Motion to Appoint USGenWeb Web Manager](#)
[2023/24-03 Motion to Appoint USGenWeb Web Manager](#)
[2023/24-03 Motion to Appoint USGenWeb Web Manager Results](#)
[Motion to Appoint Election Committee Advisor](#)
[2023/24-04 Motion to Appoint Election Committee Advisor](#)
[2023/24-04 Motion to Appoint Election Committee Advisor Results](#)
[Motion to Appoint AB Web Manager Liaison](#)
[2023/24-05 Motion to Appoint AB Web Manager Liaison](#)
[2023/24-05 Motion to Appoint AB Web Manager Liaison Results](#)
[Executive Session Convened: SEMA CC Rep Appointment](#)
[Executive Session Adjourned: SEMA CC Rep Appointment](#)
[Motion to Appoint SEMA CC Representative](#)
[Adjournment](#)

2023/24 Call to Order / Roll Call

01 September 2023

The 2023/24 September session of the USGenWeb Project Advisory Board is now called to order.

Welcome to all 2023/24 Advisory Board members. Thank you to those with continuing terms and congratulations to those who were re-elected. I am pleased to introduce two new AB members, Linda Ziemann, and Kris Meyer. We start this term with one SEMA CC Representative vacant seat.

The 2023/24 Advisory Board is as follows:

Taneya Koonce, RAL
Rebecca Maloney, SP
Nancy Janyszeski, NENC SC
Mary Ann Lubinsky, NENC CC
Dale H. Cook, NENC CC
Linda Ziemann, NWPL SC
Kris Meyer, NWPL CC
Randy Cummings, NWPL CC
Jeff Kemp, SEMA SC
Tricia Aanderud, SEMA CC
<vacant>, SEMA CC
Linda Simpson, SWSC SC
MaryAlice Schwanke, SWSC CC
Doreen Harunaga-Ewing, SWSC CC

Will all Advisory Board members now please respond that you are present by stating your name and chair for the record?

Linda K. Lewis
National Coordinator 2023-2024

Rebecca Maloney here as Special Projects Representative

Rebecca Maloney
Special Projects Representative 2023-2024

Linda Ziemann, NWPL SC

Linda Ziemann
Northwest/Plains Region
State Coordinator Representative 2023-2025

Kris Meyer, NWPL CC

Kris Meyer
Northwest/Plains Region
County Coordinator Representative 2023-2024

Hi Linda and Kris welcome.

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

> *Will all Advisory Board members now please respond that you are present by stating your name and chair for the record?*

Present - Dale H. Cook, NENC CC representative.

Dale H. Cook
Northeast/North Central Region
County Coordinator Representative 2023-2025

Congratulations and welcome aboard, Linda and Kris.

Dale H. Cook
Northeast/North Central Region
County Coordinator Representative 2023-2025

Nancy Janyszeski, NENC, present

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

Present.

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

02 September 2023

Tricia Aanderud, SEMA CC

Proudly serving with Jeff Kemp and <vacant>

Vacant doesn't say much. 😊

Tricia Aanderud
Southeast/Mid-Atlantic Region
County Coordinator Representative 2023-2025

Linda Simpson, SWSC SC

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

Present

Jeff Kemp

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

Here.
Doreen Harunaga-Ewing, SWSC CC

Doreen Harunaga-Ewing
Southwest/South Central Region
County Coordinator Representative 2023-2025

Present!

Welcome Linda and Kris!

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

Taneya Koonce, RAL -- present and accounted for!

Thanks!

Taneya Koonce
AB Representative at Large 2023-2025

03 September 2023

Here. & Tardy I think!
Randy Cummings, , NWPL CC

Randy Cummings
Northwest/Plains Region
Country Coordinator Representative 2023-2025

2023/24 Call to Order Results - Advisory Board Seated

03 September 2023

Now that all Advisory Board members are present, the Call to Order is complete and the 2023/24 Advisory Board is now seated for business.

Present:
Rebecca Maloney, SP
Linda Ziemann, NWPL SC
Kris Meyer, NWPL CC
Dale H. Cook, NENC CC
Nancy Janyszeski, NENC SC
MaryAlice Schwanke, SWSC CC
Tricia Aanderud, SEMA CC

Linda Simpson, SWSC SC
Jeff Kemp, SEMA SC
Doreen Harunaga-Ewing, SWSC CC
Mary Ann Lubinsky, NENC CC
Taneya Koonce, RAL
Randy Cummings, NWPL CC

Not Present:
<vacant>, SEMA CC

Linda K. Lewis
National Coordinator 2023-2024

ANNOUNCEMENT: 03 September 2023
SEMA CC Rep
Vacancy

There was no candidate in the last election ballot for the SEMA County Coordinator Representative with a term ending 8/31/2025. Per Standard Rule IX this seat is declared vacant. A Call for Volunteers from the SEMA region will be announced after the next order of business.

Linda K. Lewis
National Coordinator 2023-2024

2023/24 Board-Exec **03 September 2023**
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 2023-2024

Agree.

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

Agree.

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

Agree.

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

Agree.

Taneya Koonce
AB Representative at Large 2023-2025

Agree

Tricia Aanderud
Southeast/Mid-Atlantic Region
County Coordinator Representative 2023-2025

AGREE

Linda Ziemann
Northwest/Plains Region
State Coordinator Representative 2023-2025

I agree

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

Agree.

Doreen Harunaga-Ewing
Southwest/South Central Region
County Coordinator Representative 2023-2025

Agree

Dale H. Cook
Northeast/North Central Region
County Coordinator Representative 2023-2025

Agree

Randy Cummings
Northwest/Plains Region
Country Coordinator Representative 2023-2025

Agree

Kris Meyer
Northwest/Plains Region
County Coordinator Representative 2023-2024

I agree

Rebecca Maloney
Special Projects Representative 2023-2024

04 September 2023

I agree

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

ANNOUNCEMENT: 05 September 2023
Call for Volunteers
for SEMA CC
Representative

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

Call for Volunteers - Southeast/Mid-Atlantic County Coordinator Representative

With no candidate for the SEMA County Coordinator Representative in the June 2023 election, the Advisory Board declares this seat 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 2023/24 Board term.

The person selected from those who submit their interest shall serve the remainder of the current term for this seat, through 8/31/2024. The person

who can fill this position must be a County Coordinator in good standing in the NWPL region. The NWPL region includes Alabama, Delaware, DC, Florida, Georgia, Kentucky, Maryland, Mississippi, New Jersey, North Carolina, South Carolina, Tennessee, Virginia, and West Virginia.

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, WEDNESDAY, SEPTEMBER 20, 2023.

Please include your name, email, and qualifying State/County in your submission. 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.

If you have a site in SEMA, we urge you to volunteer to join the 2023/24 Advisory Board team!

Linda K. Lewis
National Coordinator 2023-2024

I think this needs corrected?!? Don't they have to be a coordinator in the SEMA region?

Rebecca Maloney
Special Projects Representative 2023-2024

**[BOARD]
ANNOUNCEMENT
Correction: Call for
Volunteers for
SEMA CC
Representative**

05 September 2023

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

Corrected to remove erroneous reference to NWPL.

Call for Volunteers - Southeast/Mid-Atlantic County Coordinator Representative

With no candidate for the SEMA County Coordinator Representative in the June 2023 election, the Advisory Board declares this seat 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 2023/24 Board term.

The person selected from those who submit their interest shall serve the remainder of the current term for this seat, through 8/31/2024. The person who can fill this position must be a County Coordinator in good standing in the SEMA region. The SEMA region includes Alabama, Delaware, DC, Florida, Georgia, Kentucky, Maryland, Mississippi, New Jersey, North Carolina, South Carolina, Tennessee, Virginia, and West Virginia.

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, WEDNESDAY, SEPTEMBER 20, 2023.

Please include your name, email, and qualifying State/County in your submission. 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.

If you have a site in SEMA, we urge you to volunteer to join the 2023/24 Advisory Board team!

Linda K. Lewis
National Coordinator 2023-2024

**2023/24 Board-Exec
Confidentiality Oath
Results**

05 September 2023

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:
Mary Ann Lubinsky, NENC CC
MaryAlice Schwanke, SWSC CC
Nancy Janyszeski, NENC SC
Taneya Koonce, RAL
Tricia Aanderud, SEMA CC
Linda Ziemann, NWPL SC
Linda Simpson, SWSC SC
Doreen Harunaga-Ewing, SWSC CC
Dale H. Cook, NENC CC
Randy Cummings, NWPL CC
Kris Meyer, NWPL CC
Rebecca Maloney, SP
Jeff Kemp, SEMA SC
Those responding Disagree: (none)

Those not responding:
<vacant>, SEMA CC

Linda K. Lewis
National Coordinator 2023-2024

**Motion to Sustain
Special Rules**

05 September 2023

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 2023-2024

I will make the motion to sustain the special Rules by General consent

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

I second the motion.

Taneya Koonce
AB Representative at Large 2023-2025

**Motion 2023/24-01
Sustain the Special
Rules**

05 September 2023

Moved by Nancy Janyszeski, seconded by Taneya Koonce, dated Sept. 5, 2023, and numbered as Motion 2023/24-01, the motion reads:

“I will make the motion to sustain the special Rules 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 Thursday, Sept. 7, 2022, at 11:59 p.m., EDT.

Linda K. Lewis
National Coordinator 2023-2024

No objections.

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

No objection

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

No objections

Rebecca Maloney
Special Projects Representative 2023-2024

No Objection.

Linda Ziemann
Northwest/Plains Region
State Coordinator Representative 2023-2025

No objection.

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

no objection

Kris Meyer
Northwest/Plains Region
County Coordinator Representative 2023-2024

No objection

Tricia Aanderud
Southeast/Mid-Atlantic Region
County Coordinator Representative 2023-2025

No objection.

Doreen Harunaga-Ewing
Southwest/South Central Region
County Coordinator Representative 2023-2025

No objection

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

06 September 2023

No objection

Randy Cummings
Northwest/Plains Region
Country Coordinator Representative 2023-2025

No objections.

Taneya Koonce
AB Representative at Large 2023-2025

No objection.

Dale H. Cook
Northeast/North Central Region
County Coordinator Representative 2023-2025

Motion 2023/24-01
Sustain Special Rules
Results

06 September 2023

With 12 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:

Mary Ann Lubinsky, NENC CC
Nancy Janyszeski, NENC SC
Rebecca Maloney, SP
Linda Ziemann, NWPL SC
MaryAlice Schwanke, SWSC CC
Kris Meyer, NWPL CC

Tricia Aanderud, SEMA CC
Doreen Harunaga-Ewing, SWSC CC
Jeff Kemp, SEMA SC
Randy Cummings, NWPL CC
Taneya Koonce, RAL
Dale H. Cook, NENC CC

Members Not Responding:
Linda Simpson, SWSC SC
<vacant>, SEMA CC

Linda K. Lewis
National Coordinator 2023-2024

2023/24 Sep Order of Business 08 September 2023

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

Minutes

Announcements

- SEMA CC AB Seat Vacancy (9/2/2023)
- Call for Volunteers for SEMA CC AB Seat (9/5/2023)

Reports

- Statement of Donation Funds and Project Renewals
- Rootsweb Migration Project Update

Unfinished Business

New Business

- Call to Order / AB Roll Call (9/3/2023)
- Board Exec Confidentiality Agreement (9/5/2023)
- Motion to Sustain Special Rules (9/8/2023)
- Motion to Appoint Recording Secretary
- Motion to Appoint Web Manager(s)
- Motion to Appoint Election Committee Representative
- Motion to Appoint SEMA CC
- Motion to Appoint Web Manager 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 2023-2024

**2023/24 Statement of
Donation Funds &
Renewals**

08 September 2023

For the record:

Sep 2023 Beginning Balance: **\$3.64**

2023/24 Known Expenses

12/20/2023: HOSTEK Annual Renewal (Cold Fusion/EC) \$85-\$98
(estimated)

Project domain name renewals will be due in the following term as follows:

07/09/2025: usgenweb.com

09/17/2025: usgenweb.org

09/27/2025: usgenweb.net

11/20/2025: usgwelections.org

The statement of donation funds will only be posted in months when there is donation or expense activity.

Linda K. Lewis
National Coordinator 2023-2024

**Aug 2022/23
Advisory Board
Minutes**

08 September 2023

Please review the 2022/23 August Advisory Board Minutes and advise if corrections or revisions are needed.

<https://www.usgenweb.org/about/pdfs-minutes/AB-2023-08.pdf>

These Minutes will stand as accepted as of Sep 10, 2023, at 11:59 PM if no corrections are heard.

Linda K. Lewis
National Coordinator 2023-2024

**Motion to Appoint
Recording Secretary**

09 September 2023

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. Doreen does an exceptional job compiling our verbatim minutes. Thank you very much, 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, 2024?

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 2023-2024

I move that the Advisory Board appoint, by general consent, Doreen Harunaga-Ewing to serve as Advisory Board Recording Secretary for the current term ending August 31, 2024

Dale H. Cook
Northeast/North Central Region
County Coordinator Representative 2023-2025

I second the motion.

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

**2023/24-02 Motion to 09 September 2023
Appoint Recording
Secretary**

Moved by Dale Cook, seconded by Nancy Janyszeski, dated September 9, 2023, and numbered as Motion 2023/24-02 by general consent, the motion reads:

“I move that the Advisory Board appoint, by general consent, Doreen Harunaga-Ewing to serve as Advisory Board Recording Secretary for the current term ending August 31, 2024”

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 Monday, Sept. 11, 2023, at 11:59 p.m., EDT.**

Linda K. Lewis
National Coordinator 2023-2024

No Objection.

Tricia Aanderud
Southeast/Mid-Atlantic Region
County Coordinator Representative 2023-2025

No objection.

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

No objection.

Dale H. Cook
Northeast/North Central Region
County Coordinator Representative 2023-2025

No Objection.

Linda Ziemann
Northwest/Plains Region
State Coordinator Representative 2023-2025

No objections!!

Rebecca Maloney
Special Projects Representative 2023-2024

No objection

Kris Meyer
Northwest/Plains Region
County Coordinator Representative 2023-2024

No objection

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

No objection.

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

No objection

Taneya Koonce
AB Representative at Large 2023-2025

No objection

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

No Objection

Randy Cummings
Northwest/Plains Region
Country Coordinator Representative 2023-2025

No objection.

Doreen Harunaga-Ewing
Southwest/South Central Region
County Coordinator Representative 2023-2025

10 September 2023

No objection

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

2023/24-02 Motion to Appoint Recording Secretary Results 10 September 2023

With all members responding within the allotted time period and having heard no objections, the motion passes. Thank you, Doreen!

“I move that the Advisory Board appoint, by general consent, Doreen Harunaga-Ewing to serve as Advisory Board Recording Secretary for the current term ending August 31, 2024”

Members Responding No Objection:

Tricia Aanderud, SEMA CC
Dale H. Cook, NENC CC
MaryAlice Schwanke, SWSC CC
Linda Ziemann, NWPL SC
Rebecca Maloney, SP
Kris Meyer, NWPL CC
Jeff Kemp, SEMA SC
Mary Ann Lubinsky, NENC CC
Taneya Koonce, RAL
Nancy Janyszeski, NENC SC
Randy Cummings, NWPL CC
Doreen Harunaga-Ewing, SWSC CC
Linda Simpson, SWSC SC

Members Not Responding: (None)
<vacant>, SEMA CC

Linda K. Lewis
National Coordinator 2023-2024

Motion to Appoint USGenWeb Web Manager

11 September 2023

The next order of business is to appoint the USGenWeb Web Manager for the term ending August 31, 2024.

Norma Hass did a remarkable job with our Project website over the past six years. She led a couple of efforts to update/reorganize our content on usgenweb.org and brought ideas for new content to highlight our Project that we eagerly implemented. Thank you, Norma, for stepping up, adding value, and making a difference in our Project!

I am excited to announce that Michael Kay submitted his interest to serve as our National Web Manager for the 2023/24 term. As Asst. Web Manager during the last term, Michael learned our dynamic web template and has proven to be a valued asset for our Project.

May I hear a motion to appoint Michael Kay, by general consent, as USGenWeb Webmaster for the term ending August 31, 2024?

Linda K. Lewis
National Coordinator 2023-2024

I make a motion to appoint Michael Kay as USGenWeb Webmaster for the term ending August 31, 2024.

Kris Meyer
Northwest/Plains Region
County Coordinator Representative 2023-2024

I will second that motion.

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

Kris and Nancy,

Do you agree to amend this motion to general consent as follows:

"I make a motion **by general consent** to appoint Michael Kay as USGenWeb Webmaster for the term ending August 31, 2024."

Please respond "Yes" or "No".

Linda K. Lewis
National Coordinator 2023-2024

Yes.

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

Yes.

Kris Meyer
Northwest/Plains Region
County Coordinator Representative 2023-2024

2023/24-03 Motion to Appoint USGenWeb Web Manager

12 September 2023
Moved by Kris Meyer, seconded by Nancy Janyszeski, dated Sep. 12, 2022, and numbered as Motion 2023/24-03, by general consent, the motion reads:

“I make a motion to appoint Michael Kay as USGenWeb Webmaster for the term ending August 31, 2024.”

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 Thursday, Sept. 14, 2023, at 11:59 p.m., EDT.**

Linda K. Lewis
National Coordinator 2023-2024

No objection.

Taneya Koonce
AB Representative at Large 2023-2025

No objections

Rebecca Maloney
Special Projects Representative 2023-2024

No objections

Tricia Aanderud
Southeast/Mid-Atlantic Region
County Coordinator Representative 2023-2025

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.

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

No objection.

Linda Ziemann
Northwest/Plains Region
State Coordinator Representative 2023-2025

No Objection

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

No objection

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

No objection.

Doreen Harunaga-Ewing
Southwest/South Central Region
County Coordinator Representative 2023-2025

No objection.

Dale H. Cook
Northeast/North Central Region
County Coordinator Representative 2023-2025

13 September 2023

No objection

Randy Cummings
Northwest/Plains Region
Country Coordinator Representative 2023-2025

No objection

Kris Meyer
Northwest/Plains Region
County Coordinator Representative 2023-2024

2023/24-03 Motion to Appoint USGenWeb Web Manager Results

14 September 2023

With all members responding within the allotted time period and having heard no objections, the general consent motion passes. Congratulations, and thank you, Michael! We ask that the Project website be updated to reflect your new role.

“I make a motion to appoint Michael Kay as USGenWeb Webmaster for the term ending August 31, 2024.”

Members Responding No Objection:

Taneya Koonce, RAL
Rebecca Maloney, SP
Tricia Aanderud, SEMA CC
MaryAlice Schwanke, SWSC CC
Mary Ann Lubinsky, NENC CC
Linda Simpson, SWSC SC
Linda Ziemann, NWPL SC
Jeff Kemp, SEMA SC
Nancy Janyszeski, NENC SC
Doreen Harunaga-Ewing, SWSC CC
Dale H. Cook, NENC CC
Randy Cummings, NWPL CC
Kris Meyer, NWPL CC

Members Not Responding: (None)

<vacant>, SEMA CC

Linda K. Lewis
National Coordinator 2023-2024

Motion to Appoint Election Committee Advisor

15 September 2023

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

Dale Cook 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 as Election Committee Advisor for the current term ending August 31, 2024?

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 2023-2024

I make the motion, by general consent, to appoint Dale Cook as Election Committee Advisor for the current term ending August 31, 2024?

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

I second the motion

Thank you,

Rebecca Maloney
Special Projects Representative 2023-2024

2023/24-04 Motion to 15 September 2023

**Appoint Election
Committee Advisor**

Moved by Nancy Janyszeski, seconded by Rebecca Maloney, dated Sept. 15, 2023, and numbered as Motion 2022/23-04, the motion reads:

“I make the motion, by general consent, to appoint Dale Cook as Election Committee Advisor for the current term ending August 31, 2024.”

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. 17, 2023, at 11:59 p.m., EDT.

Linda K. Lewis
National Coordinator 2023-2024

No objection

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

No objections

Rebecca Maloney
Special Projects Representative 2023-2024

No objection.

Linda Ziemann
Northwest/Plains Region
State Coordinator Representative 2023-2025

No objection.

Doreen Harunaga-Ewing
Southwest/South Central Region
County Coordinator Representative 2023-2025

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 objections

Kris Meyer
Northwest/Plains Region

County Coordinator Representative 2023-2024

No objection.

Dale H. Cook
Northeast/North Central Region
County Coordinator Representative 2023-2025

16 September 2023

No objection

Tricia Aanderud
Southeast/Mid-Atlantic Region
County Coordinator Representative 2023-2025

No objection.

Taneya Koonce
AB Representative at Large 2023-2025

No objection

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

No objection

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

18 September 2023

No objection.
I am not sure if the response period is over.

Randy Cummings
Northwest/Plains Region
Country Coordinator Representative 2023-2025

2023/24-04 Motion to Appoint Election Committee Advisor Results **18 September 2023**

With all members responding within the allotted time period and having heard no objections, the motion passes. Thank you, Dale!

Motion: “I make the motion, by general consent, to appoint Dale Cook as Election Committee Advisor for the current term ending August 31, 2024.”

Members Responding No Objection:

Nancy Janyszeski, NENC SC
Rebecca Maloney, SP
Linda Ziemann, NWPL SC
Doreen Harunaga-Ewing, SWSC CC
MaryAlice Schwanke, SWSC CC
Mary Ann Lubinsky, NENC CC
Kris Meyer, NWPL CC
Dale H. Cook, NENC CC
Tricia Aanderud, SEMA CC
Taneya Koonce, RAL
Linda Simpson, SWSC SC
Jeff Kemp, SEMA SC
Randy Cummings, NWPL CC

Members Not Responding:

<vacant>, SEMA 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 2023-2024

The next order of business is the appointment of a Liaison between the Advisory Board and the Web Managers. Nancy Janyszeski has graciously volunteered. Thank you so much, Nancy!

May I hear a motion, by general consent, to appoint Nancy Janyszeski as the Advisory Board Liaison for the Web Manager for the current term ending 8/31/2024?

XI: MOTION 2008/09-04: 'WEBMASTER QUALIFICATIONS'.

(Added Monday, 03 Nov 2008, Revised 20 Dec 2009)

NATIONAL WEBSITE MAINTENANCE & WEBMASTER QUALIFICATIONS & DUTIES

A: The USGenWeb Advisory Board (AB) will appoint the website manager and an assistant website manager, if any, from the Project membership applications, to maintain the USGenWeb National website. The website manager and assistant, if any, serve as trusted technical assistants to the Advisory Board. In addition, one AB member will be appointed to work with and act as a liaison between the AB and the website manager and any website manager assistant to ensure that the National site is in compliance with the Project by-laws and that the duties outlined in this document are fulfilled. The National Coordinator (NC) will also work with the website manager and any website manager assistant to ensure that their responsibility for day-to-day operational management of the project site is fulfilled.

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

Linda K. Lewis
National Coordinator 2023-2024

I move that, by general consent, we appoint Nancy Janyszeski as the Advisory Board Liaison for the Web Manager for the current term ending 8/31/2024.

--

Dale H. Cook, Member, NEHGS, AGS, MA Soc. of Mayflower Descendants;
Massachusetts State Coordinator for the USGenWeb® Project;
Administrator of <https://plymouthcolony.net>

Dale H. Cook
Northeast/North Central Region
County Coordinator Representative 2023-2025

I second the motion.

Taneya Koonce
AB Representative at Large 2023-2025

2023/24-05 Motion to Appoint AB Web Manager Liaison

21 September 2023

Moved by Dale Cook, seconded by Taneya Koonce, dated Sep. 21, 2023, and numbered as Motion 2022/23-05, the motion reads:

"I move that, by general consent, we appoint Nancy Janyszeski as the Advisory Board Liaison for the Web Manager for the current term ending 8/31/2024."

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

The motion will pass if no objections are heard within the response period, or if all members respond with "No Objection" before the response period elapses. **The response period expires Saturday, Sep. 23, 2023, at 11:59 p.m., EDT.**

Linda K. Lewis
National Coordinator 2023-2024

No objections

Rebecca Maloney
Special Projects Representative 2023-2024

No Objection.

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

no objections.

Taneya Koonce
AB Representative at Large 2023-2025

No objection.

Linda Ziemann
Northwest/Plains Region
State Coordinator Representative 2023-2025

No objection.

Doreen Harunaga-Ewing
Southwest/South Central Region
County Coordinator Representative 2023-2025

no objection

Kris Meyer
Northwest/Plains Region
County Coordinator Representative 2023-2024

No objection.

Dale H. Cook
Northeast/North Central Region
County Coordinator Representative 2023-2025

No objection

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

No Objection

Randy Cummings
Northwest/Plains Region
Country Coordinator Representative 2023-2025

No objection.

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

No objection

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

No objection

Tricia Aanderud
Southeast/Mid-Atlantic Region
County Coordinator Representative 2023-2025

No objection

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

2023/24-05 Motion to Appoint AB Web Manager Liaison Results

22 September 2023
With all members responding within the allotted time period and having heard no objections, the motion passes. Thank you, Nancy!

Motion: "I move that, by general consent, we appoint Nancy Janyszeski as the Advisory Board Liaison for the Web Manager for the current term ending 8/31/2024."

Members Responding No Objection:

Rebecca Maloney, SP
MaryAlice Schwanke, SWSC CC
Taneya Koonce, RAL
Linda Ziemann, NWPL SC
Doreen Harunaga-Ewing, SWSC CC
Kris Meyer, NWPL CC
Dale H. Cook, NENC CC
Jeff Kemp, SEMA SC
Randy Cummings, NWPL CC
Mary Ann Lubinsky, NENC CC
Linda Simpson, SWSC SC
Tricia Aanderud, SEMA CC
Nancy Janyszeski, NENC SC

Members Not Responding: (none)
<vacant>, SEMA CC

XI: MOTION 2008/09-04: 'WEBMASTER QUALIFICATIONS'.

(Added Monday, 03 Nov 2008, Revised 20 Dec 2009)

NATIONAL WEBSITE MAINTENANCE & WEBMASTER QUALIFICATIONS & DUTIES

A: The USGenWeb Advisory Board (AB) will appoint the website manager and an assistant website manager, if any, from the Project membership applications, to maintain the USGenWeb National website. The website manager and assistant, if any, serve as trusted technical assistants to the Advisory Board. In addition, one AB member will be appointed to work with and act as a liaison between the AB and the website manager and any website manager assistant to ensure that the National site is in compliance with the Project by-laws and that the duties outlined in this document are fulfilled. The National Coordinator (NC) will also work with the website

manager and any website manager assistant to ensure that their responsibility for day-to-day operational management of the project site is fulfilled.

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

Linda K. Lewis
National Coordinator 2023-2024

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

23 September 2023

The next order of business is the appointment of the SEMA County Coordinator Representative to fill the vacant seat. The Advisory Board will now convene an Executive Session to review the submitted candidates for selection of a nominee.

Linda K. Lewis
National Coordinator 2023-2024

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

30 September 2023

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

Linda K. Lewis
National Coordinator 2023-2024

**Motion to Appoint
SEMA CC
Representative**

30 September 2023

The Advisory Board elected, in Executive Session, to nominate Norma Hass to fill the vacant SEMA County Coordinator Representative seat. The Advisory Board sincerely thanks all the volunteers who responded to the call.

May I hear a motion, by general consent, to appoint Norma Hass as SEMA County Coordinator Representative for the term ending 8/31/2024?

Exec Session Participants
MaryAlice Schwanke, SWSC CC
Rebecca Maloney, SP
Linda Ziemann, NWPL SC
Taneya Koonce, RAL
Nancy Janyszeski, NENC SC
Doreen Harunaga-Ewing, SWSC CC
Mary Ann Lubinsky, NENC CC
Linda Simpson, SWSC SC

Kris Meyer, NWPL CC
Dale H. Cook, NENC CC
Randy Cummings, NWPL CC
Tricia Aanderud, SEMA CC

Not Participating
Jeff Kemp, SEMA SC

Linda K. Lewis
National Coordinator 2023-2024

I make a motion, by general consent, to appoint Norma Hass as SEMA County Coordinator Representative for the term ending 8/31/2024

Rebecca Maloney
Special Projects Representative 2023-2024

I second.

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

Adjournment**03 October 2023**

The September 2023 meeting of the Advisory Board is now adjourned and the October 2023 Advisory Board Meeting is now convened.

Linda K. Lewis
National Coordinator 2023-2024

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.