

DURAND HERITAGE FOUNDATION  
Minutes of meeting  
October 17, 1999

Those present:

Mike Durand, President  
John Durand, Vice-President  
Susanne Krasovich, Treasurer/Acting Secretary

Roger Durand	Marilyn Durand	Susan Bacon
Dick Durand	Joanne Berres	Blanche Hammer
Mary Brusegard		

Mike opened the meeting by greeting all who came and by introducing two new members, Blanche Hammer and Susan Bacon.

Susanne then read the minutes of the April 18, 1999 meeting.  
Roger made a motion to accept the minutes as read. Dick seconded the motion.  
Motion was approved.

Mike explained his system of how he keeps track of all the Foundation members including their phone numbers, home and e-mail addresses and the length of their membership.

Susanne then read the treasurer's report. Please see attached "Treasurer's Report" sheet. In the Durand tradition of playing harmless, practical jokes, page two of the report included bogus expenses for the trip Susanne took to Quebec. Mike and Susanne were pleased with the response to their humor. Dick made a motion to accept the report minus the Quebec expenses. Roger seconded the motion.  
Motion was approved.

Mike then spoke about the absence of Elizabeth Kinslow, secretary, who has not been able to make any of the meetings, and has not corresponded either by phone or letter since her return to Texas after the initial organizational meeting.  
The floor was then open for discussion on how to resolve the problem of Elizabeth's lack of participation. Roger thought we should incorporate before doing anything saying we need to give structure to defining how the board of directors will act.

John proposed two motions:  
1) to declare the office of secretary vacant  
2) to declare an interim person to fill the position

Before any action was taken on the motions a discussion followed.  
Mike asked what the purpose of an interim person would be.  
John stated that perhaps we would want to split the office into two parts: a secretary for the meetings and a corresponding secretary saying that the corresponding secretary should live near the president to facilitate any immediate correspondence he would have.  
Mike talked about all the correspondence he has and that the pile is growing. Dick felt the secretary shouldn't live too far away. Susanne suggested that the secretary should be able to come to the meetings.

John again made his motion stating that the office of secretary be declared formally vacant. Dick seconded the motion.  
Motion was approved.

Mike then asked if we want to fill the position now or after incorporation. Dick said he would prefer after incorporation. Roger added that the interim position wouldn't last long. A motion was made and seconded to have Susanne act as interim secretary. Motion was approved.

Mike then went over Committee chairpersons/members saying all those who volunteered for these positions should be actively involved. He then went through the list of Chairpersons/Members and with a consensus of all present, the board removed the names of those who have up to now have not been active.

The following are the names of those removed as well as the committees they had been on:

Elizabeth Kinslow,	Secretary
Elizabeth Kinslow,	Records Committee, Chairperson
Jeanne Sansovini	Social Committee
Patricia Hering	Social Committee
Heather Gallas	Social Committee
Angela Osborn	Social Committee

The following shows the names of those who replaced the above persons (if any) and the committees they are now on:

Susanne Krasovich,	Interim Secretary
Blanche Hammer,	Records Committee, Chairperson
Joanne Berres	Social Committee

Roger said Mr. Ron Balding, a lawyer located in Virginia Beech, VA, and married to a Marianne Durand saw our web site and made contact with him as a result of it. He indicated he was working on a new translation of the book **Jean Durand, et sa Posterite**, and wanted to know if there was a previous translation. Roger indicated there was a book called **Durand**, authored by Beatrice Derrick Durand, which was no longer in print. Roger indicated that we were interested in getting the translation updated and verified. Ron said he was in the process of doing this. Susanne said she had initially been doing this, but recently had not had the time available to continue. We are grateful for Ron's contribution.

Records Committee discussion;

Roger stated that Elizabeth had been given a copy of his Master Family Tree disc saying she would keep the records up-to-date. He wondered about the status of the disc, if we would be able to get it back from Elizabeth, etc. He then volunteered to be Record's chair. Blanche also volunteered. Before a motion could be made to accept Blanche or Roger for Chair another question was raised.

A question was then raised as to what we should do with any documents, letters, records, pictures, etc. that we now have. Would these be part of the Records Committee to be kept by the Records Chair, or would we have a separate Archives Committee?

A discussion followed as to what we should do with these physical items.

Mike felt that the original documents and books that we had as well as any others that came in, should be kept in some kind of archives and that all information should be put on CD- ROM's, if possible.

Mike offered to keep them in his home but would rather find a place that would offer better protection.

Blanche offered to keep them in her possession.

Mike suggested we all keep whatever materials we each have in our own possession for now and take the matter up at a later date.

All agreed.

Attention turned to the family tree on the web site.

Roger said there were two family tree programs.

Dick said the "Ultimate Family Tree" costs \$69.00.

Susan mentioned she got the "Family Tree Maker" for \$9.95 and thought everyone should have a copy. Roger said he felt we should have one master and that it would be too hard to mesh information if everyone had the capability to change/add information to his own copy. He felt we should have one master copy for each Durand line; that is, one for the descendants of Pierre, one for the descendants of Felix, one for the Nazaire descendants, and one for Joseph Durand's descendants.

Roger then added he felt the Records committee should be Records/Archives and expressed interest in being the chair.

Blanche Hammer also expressed interest in being chair for this committee.

Roger said that if Blanche wanted to accept the Chair for this committee he would decline it, but would like to work with her on it and again suggested the committee be Records/Archives. A motion was made to accept Blanche as Record's Chair.

Mary Kay Brusegard seconded the motion.

Motion was approved.

John said we would need to have a mission statement to define what this committee would be doing. Mike then asked Blanche to prepare a mission statement for the next meeting.

Blanche inquired as to where any physical materials are now being kept.

Mike replied that he, Roger, Dick, John, and Susanne all have some things in their possession, so nothing is centrally kept.

A discussion followed as to different ways to preserve original copies of materials. One method is by bonded storage. Susan Bacig mentioned that one of her relatives has such a business and perhaps we could store out things there. Those present declined the offer for now.

After some discussion, it was decided that for now, all would keep what they had in their possession.

Susan Bacig suggested for future materials we might consider scanning everything and putting all information on a CD for storage.

John thought it a good idea to scan something as soon as it is received.

Roger, John and Dick all said they want to be on the Records committee.

Mike then asked Susan Bacig if she wanted to be on a committee.

She replied, "Not at this time".

Joanne Berres, however, agreed to be on the Membership/Social committee.

Mike began with the Newsletter Committee Report

Before this could be done, however, John asked about the web site stating he felt we need to manage and have governance of the site, making a motion to have a Web site committee. Susanne asked if managing the site would be part of Records.

A discussion then followed.

Mike said we could put pictures in the Archives. He said we can put pictures in PDF format to view but set the file so they could not be printed. Susanne felt any member should be able to get a copy of the pictures. Mike said he was concerned about the possible misuse of pictures posted on the web site. John feels the Web is such a powerful tool we need to rethink how we want to use it, the direction we want it to go, etc.

Mike mentioned that we have had over 30,000 hits on the site including hits from the West Indies, Latin America and Canada. He also noted we are linked with eight search engines. Mary Kay said she feels we should have a web site committee.

Susan agreed with Susanne that the web be connected to the Records/Archives. She added that the images on-line could become a fundraising medium. She suggested putting it all on CD's and selling them. Roger said the CD on the family tree can have photos as well.

Mike added that he will open a bank account and a credit card account to accommodate this if we decide to market different items.

Mike again asked if we could talk about the newsletter. He stated that this is our marketing tool.

Susan volunteered that she would like to help draft the newsletter stating what she would need to be able to print it on time. She also feels she may be able to help us save money on printing costs. She said her interest lies not in

the newsletter content, but rather the set-up/printing. Mike welcomed Susan's involvement and said he would work with her on the newsletter.

Discussion then turned to content of the newsletter.

Susanne said she thought there should be a mix of well researched/written articles, and anecdotal stories, recorded just as they were spoken.

Dick thought we should get articles from all the branches of the family.

Susan said she has been interviewing all the older people in her family adding, "When an old person dies, it's like a library that has burned."

This ended the discussion.

Motion to have a separate Web committee was tabled.

Mike asked if everyone present wanted to help draft the by-laws and articles of incorporation. A discussion followed about the process of drafting the by-laws.

Mike said he would be working with Attorney Charlie Ravine, one of the advising lawyers who had advised him earlier at the seminar for incorporation that he had attended.

John felt it was too late to be incorporated this year, but felt we could be a non-profit organization next year and solicit donations. However, he agreed to work on drafting the by-laws etc, and would forward a draft to Mike.

Roger felt the by-laws were too complicated as presented from MAP. He would rather have two or three people work on them, then e-mail the final draft to the other Board members. He felt two important things should be included in the by-laws: that the board should meet twice a year; and that all chairpersons need to be at the meetings.

Everyone present agreed.

Break for lunch.

A short meeting followed.

Mike thought we should all find out from our older living relatives when they were born/where/what it was like when he/she was small/ how he/she met his/her spouse, as well as any information they could give us on any relatives who have passed on. He suggested asking them to write one thing a day so they wouldn't be overwhelmed.

Everyone thought this was a good idea; that time was running out as there aren't many old-timers left.

Susanne then asked who was in charge of the reunion for next year. All thought it was the Peter, Felix and Arthur Durand families.

Next meeting was set for April 9, 2000 at the Blanche and Marvin Hammer Residence in Woodbury, MN

Meeting was adjourned.