

Minutes  
of the  
Durand Foundation Board of Directors Meeting  
On  
Oct 13, 2002

Board Members Present:

Mike Durand, President (03)  
John Durand, Vice-president (03)  
Roger Durand, Secretary (03)  
Alice (Durand) Keppel, Treasurer (04)  
Susanne (Durand Foley) Krasovich (04)  
Yvonne Cariveau (04)

Board Members Absent:

Tom Bacig (04)  
Joanne Berres (02)  
Blanche (Durand) Hammer (02)  
Mary Kay (Durand Grant) Brusegard (02)  
Richard Durand (04)

Non-board Members Present:

None

Mike Durand opened the meeting at 1045.

**Reading of previous meeting minutes**

Minutes of the June 9, 2002 meeting were sent to board members for review prior to the meeting.

MOTION: A motion to accept the minutes was made and seconded.

VOTE: Motion carried unanimously.

**Treasurer's report** – by Alice Keppel

Alice presented the Treasurer's report. A discussion of the details of the report followed.

MOTION: A motion to accept the treasurer's report was made and seconded.

VOTE: Motion carried unanimously.

**Election of Board of Directors members**

The 3 year terms of board members Mary Brusegard, Blanche Hammer, and Joanne Berres expired. Both Mary and Blanche expressed a desire to continue as board members.

MOTION: A motion to elect Mary Brusegard and Blanche Hammer to a second 3 year term was made and seconded.

VOTE: Motion carried unanimously.

## **Committee Reports**

- Research Committee

Roger Durand reported that the research committee has been inactive.

- Records Committee

Blanche Hammer continues her efforts to update the family tree. A discussion regarding the role of the records committee in maintaining documents and materials of a historical nature occurred. It was felt that in the future a records “repository” function would better fall under the research committee and the current Records Committee be renamed something like the Family Tree Committee. No formal action was taken.

Yvonne asked if strict criteria was used to document facts that were added to or changed on the family tree. Roger stated that Blanche weighs the information presented to her and makes the decision to add or change information to the database. The database itself was generated from a variety of sources and the source documents for each of the dates, places, etc was never documented. Yvonne recommended that criteria for updates be established and posted on the web. (Referred to Blanche.)

- Newsletter Committee

John Durand summarized his efforts in producing the newsletter(s). He again voiced his desire to have “regional” editors assigned to aid in the development of articles and direction.

A discussion of the recent addition of color to the newsletter was applauded. Mike Durand offered to print the newsletters on his color printer and then have the pages stapled in booklet for at Kinko’s. The cost would be slightly higher than the present printing cost’s and far lower than color printing at Kinko’s.

- Membership Committee

Mike reported that Melissa Durand, a computer programmer, has offered to improve the membership database functionality. Improvements may allow linkage of purchases, donations, dues, email addresses, etc. which will streamline maintenance and provide new opportunities to contact new, old, and prospective members.

Renewals continue at a favorable and expected rate.

The newsletters now print the expiration date of the family members paid membership period on the back of the newsletter.

## **OLD BUSINESS**

### Durand Foundation Website

Yvonne Cariveau reported on her assessment of the current website and completion of the initial work to transfer the web hosting and other functions which now are a major financial burden of the Foundation. Members concurred that the prototype web pages are

an improvement. It is hoped that a complete update/transfer of the site will occur by the end of the year.

Compensation for the hardware and programming services provided by Yvonne were discussed.

MOTION: A motion to allow a “tasteful” reference to Yvonne’s business in exchange for her services was made and seconded.

VOTE: Motion carried unanimously.

#### John Adelard Durand Scholarship Fund

Alice Keppel presented the elements of the fund administration in a document entitled “John Adelard Durand Scholarship Fund Program” (see attachment 2). The board discussed the mission statement, administrative guidelines, and eligibility criteria.

MOTION: A motion to approve the “John Adelard Durand Scholarship Fund Program” elements was made and seconded.

VOTE: Motion carried unanimously.

## **NEW BUSINESS**

#### Membership Dues

Mike Durand discussed the narrow spread between income and operating expenses. If current services (website, newsletter, etc.) are maintained, a move to color newsletters would be difficult to impossible unless new income is generated. The board agreed that an increase to annual membership dues of \$20/year would not decrease the number of current members as long as the quality of services was improved. The value of offering printed vs. electronic newsletters was discussed.

MOTION: A motion to increase, effective Jan 1, 2003, annual dues to \$20/year for members receiving mailed newsletters, and \$15/year for members electing to receive electronic newsletters (when available) was made and seconded.

VOTE: Motion carried unanimously.

#### Acceptance of Advertising in Newsletter

The possibility of increasing Foundation income through advertising in the newsletter was brought forward. Details as to the quantity, billing, and scope of possible advertisers were discussed. John Durand agreed to explore the details of advertisement placement in the newsletter and possible pricing. Roger Durand volunteered to solicit an ad from a business in Apple Valley that deals with materials preservation. (FORWARDED TO NEXT MEETING).

AWARDS -- None

ADJOURNMENT—at 3:15 pm

NEXT MEETING will be on Saturday, April 26, 2003 at Yvonne Cariveau's home in Mankato.

Minutes submitted by Roger E. Durand, Secretary