

Advisory Board Minutes – November 2020

**LINKS TO
MINUTES**
November 2020
Session

November 2020 Session Opened
November Order of Business
2020/21-06 Corrected USGenWeb Webmaster Appointment
Advisory Board Liaison with Web Managers
Executive Session Adjourned - Board Session Reconvened
Liaison Between the Advisory Board and Web Management Team
2020/21-07 Appointment of Liaison Between the Advisory Board and Web
Management
2020/21-07 Liaison Between the Advisory Board and Web Management
Appointment
October 2020 Advisory Board Minutes
Filling Advisory Board Vacancies
Motion to Establish a Special Committee
2020/21-08 Establish a Special Committee
Adjournment

SESSION OPEN 01 November 2020

The October 2020 meeting of the Advisory Board is adjourned and the
November 2020 meeting of the Advisory Board is now convened.

Linda K. Lewis
National Coordinator 2020-2021

**November Order
of Business 01 November 2020**

Minutes

Announcements

Continuing Business

1. Appointment of USGenWeb Webmaster

New Business

1. Appointment of Advisory Board Website Liaison
2. Filling Advisory Board Vacancies - Mike Peterson

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.

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

Linda K. Lewis
National Coordinator 2020-2021

**2020/21-06
Corrected
USGenWeb
Webmaster
Appointment**

03 November 2020

Corrected Motion: "I move that by general consent to appoint Marsha Bryant as USGenWeb Webmaster and Norma Hass as USGenWeb Assistant Webmaster for the term ending August 31, 2021."

Having heard no objections in the allotted time period, the above motion passes.

Congratulations to Marsha and Norma! Thank you for volunteering!

Responding Members:

Denise Wells
Doreen Harunaga-Ewing
Mike Peterson
Bob Jenkins
Rebecca Maloney
Jeff Kemp
Dale H Cook
Les Shockey
MaryAlice Schwanke
David Gochenour
Nancy Janyszeski
Mary Ann Lubinsky
Trish Elliott-Kashima

Members not responding:

Linda Simpson

Linda K. Lewis
National Coordinator 2020-2021

**Advisory Board
Liaison with
Web Managers**

03 November 2020

The next order of business is the appointment of an Advisory Board member to serve as Liaison between the Advisory Board and the Web Managers, per Standard Rule XI, listed below.

The Advisory Board will now go into Execute Session to select the appointee.

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 2020-2021

**Executive
Session
Adjourned -
Board Session
Reconvened**

04 November 2020

With this note, the Advisory Board has returned from Executive Session, and the Board Session is now reconvened for business.

Linda K. Lewis
National Coordinator 2020-2021

**Liaison Between
the Advisory
Board and Web
Management
Team**

04 November 2020

The Advisory Board has selected to appoint Denise Wells to serve as the liaison between the Advisory Board and the USGenWeb Web Management team. Thank you for volunteering, Denise!

May I hear a motion, by general consent, to appoint Denise Wells to serve as the liaison between the Advisory Board and the USGenWeb Web Management team for the remainder of the term ending 8/31/2021?

Linda K. Lewis
National Coordinator 2020-2021

I move that the Board, by general consent, appoint Denise Wells to serve as the liaison between the Advisory Board and the USGenWeb Web Management team.

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

I second the motion

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

**2020/21-07
Appointment of
Liaison Between
the Advisory
Board and Web
Management**

05 November 2020

Moved by Dale H. Cook, seconded by Rebecca Maloney, dated November 5, 2020, and numbered as Motion 2020/21-07, the motion reads "I move that the Board, by general consent, appoint Denise Wells to serve as the liaison between the Advisory Board and the USGenWeb Web Management team."

Please state if there are any objections, or respond No Objection.

If there are no objections heard within 48 hours the motion will pass.
The response period expires Saturday, Nov. 7, 2020, at 9:00 a.m., EST.

Linda K. Lewis
National Coordinator 2020-2021

No objection

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

No objection.

Lesley Shockey

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

No objection.

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

No objection

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

No objection.

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

No objection.

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

no objections

Bob Jenkins
Special Projects Representative 2019-2021

No objection

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

No objection

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

No objection

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

No objection.

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

No objection.

Denise Wells
AB Representative at Large

No objection.

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

No objection.

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

**2020/21-07
Liaison Between
the Advisory
Board and Web
Management
Appointment**

06 November 2020

Motion: "I move that the Board, by general consent, appoint Denise Wells to serve as the liaison between the Advisory Board and the USGenWeb Web Management team."

Having heard no objections, with all Advisory Board members responding, the above motion passes.

Congratulations Denise, and thank you for volunteering!

Responding Members:
David Gochenour
Les Shockey
Trish Elliott-Kashima
Linda Simpson
Nancy Janyszeski
Doreen Harunaga-Ewing
Bob Jenkins

Jeff Kemp
Mike Peterson
Rebecca Maloney
Dale H Cook
Denise Wells
MaryAlice Schwanke
Mary Ann Lubinsky

Members not responding:

Linda K. Lewis
National Coordinator 2020-2021

Thank you, everyone.

Denise Wells
AB Representative at Large 2020-2021

**October 2020
Advisory Board
Minutes**

06 November 2020

The October 2020 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 November 8, 2020, at 11:59 PM.

<https://www.usgenweb.org/about/pdfs-minutes/AB-2020-10.pdf>

Thank you,

Linda K. Lewis
National Coordinator 2020-2021

**Filling Advisory
Board Vacancies**

08 November 2020

The next order of business is Filling Advisory Board Vacancies, sponsored by Mike Peterson.

Mike, will you please present this item?

Linda K. Lewis
National Coordinator 2020-2021

In this last appointee go-around there were questions and concerns from both AB Members and regular members about appointee service time and staggered terms, etc. to the extent we had to modify the motion a couple of times. The input we received at that time was very good and helpful and it might be

appropriate and a big help to follow-on Advisory Boards to get the language on appointing AB vacancies in the current Bylaws, Rules, and Procedures clarified into a new Rule.

As sponsor I have set up a Committee with Nancy and Trish as members. I have a motion ready for the Advisory Board to approve a Special Committee to develop new Rules/Procedures which do not conflict with current Bylaws but will clarify the Bylaw wording. The motion will include not only the Committee developing a proposal but provide for submitting a proposal to the Advisory Board and the Project membership, through the Project's Informal Discussion Rule on AB-Chat, to provide complete discussion by anyone in the Project who is interested. Once that is completed the Committee will then develop a final proposal to the Advisory Board for final discussion and decision by you.

Our goal is to have this all done within four months and when completed the Committee will be dissolved.

I am ready to make a motion but would like to possibly include any concerns or comments you may have first.

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

Thank you, Mike. At this time I will open the floor for questions and any general discussion. Mike, please feel free to address any questions directly.

The discussion period will end Tues., November 10, 2020, at 11:59 PM, after which time we will re-evaluate whether more discussion is needed, or if we are ready to proceed with a motion.

Linda K. Lewis
National Coordinator 2020-2021

11 November 2020

Having heard no questions, concerns, or discussion during the allotted time, may I hear the motion from Mike?

Linda K. Lewis
National Coordinator 2020-2021

Motion to Establish a

11 November 2020

I move the following resolution to establish a Special Committee be adopted;

**Special
Committee**

WHEREAS, in a recent procedure to fill a vacant Advisory Board position per the Project's Bylaws and Rules, there were questions and concerns from both Project Members and Advisory Board Members concerning the wording of the Announcement Call to the Membership and the formal Advisory Board motion to fill the position, and

WHEREAS, the Bylaws and Rules and Procedures do not provide specific clarity on the timeliness and length of terms and other appropriate relative issues during the filling of an Advisory Board vacancy, and

WHEREAS, there is a desire that during the process of proposing appropriate clarification within the Project Standard Rules and Procedures, without contradicting the Project Bylaws, there are methods and periods of time allowed for discussion by interested Project Membership, therefore be it

RESOLVED, that a Special Committee with members Nancy Janyszeski, Trish Elliott-Kashima, and Mike Peterson (Chair) be established to develop clarifying procedures, without contradicting the Project Bylaws, for filling an Advisory Board vacancy, and be it

FURTHER RESOLVED, that the Special Committee will present a proposal to the Project Membership and the Advisory Board for full discussion under the Project's Informal Consideration Rule for the development of a final proposal to the Advisory Board, and be it

FURTHER RESOLVED, that full discussions and a final proposal decision will be managed so that it is presented to the Advisory Board within four months after approval of the Special Committee, and be it

FINALLY RESOLVED, that at the conclusion of an Advisory Board decision the Special Committee will be dissolved.

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

I second the motion.

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

**Special
Committee**

Moved by Mike Peterson, seconded by Rebecca Maloney, dated November 12, 2020, and numbered as Motion 2020/21-08,
the motion reads as follows:

"I move the following resolution to establish a Special Committee be adopted;

WHEREAS, in a recent procedure to fill a vacant Advisory Board position per the Project's Bylaws and Rules, there were questions and concerns from both Project Members and Advisory Board Members concerning the wording of the Announcement Call to the Membership and the formal Advisory Board motion to fill the position, and

WHEREAS, the Bylaws and Rules and Procedures do not provide specific clarity on the timeliness and length of terms and other appropriate relative issues during the filling of an Advisory Board vacancy, and

WHEREAS, there is a desire that during the process of proposing appropriate clarification within the Project Standard Rules and Procedures, without contradicting the Project Bylaws, there are methods and periods of time allowed for discussion by interested Project Membership, therefore be it

RESOLVED, that a Special Committee with members Nancy Janyszeski, Trish Elliott-Kashima, and Mike Peterson (Chair) be established to develop clarifying procedures, without contradicting the Project Bylaws, for filling an Advisory Board vacancy, and be it

FURTHER RESOLVED, that the Special Committee will present a proposal to the Project Membership and the Advisory Board for full discussion under the Project's Informal Consideration Rule for the development of a final proposal to the Advisory Board, and be it

FURTHER RESOLVED, that full discussions and a final proposal decision will be managed so that it is presented to the Advisory Board within four months after approval of the Special Committee, and be it

FINALLY RESOLVED, that at the conclusion of an Advisory Board decision the Special Committee will be dissolved."

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 Saturday, November 14, 2020, at 8:00 AM EST.

Linda K. Lewis
National Coordinator

No discussion.

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

No discussion.

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

no discussion

Bob Jenkins
Special Projects Representative 2019-2021

No discussion.

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

No Discussion.

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

No discussion

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

No discussion.

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

No discussion.

Lesley Shockey
Southeast/Mid-Atlantic Region

State Coordinator Representative 2017-2022

No Discussion.

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

No discussion

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

No discussion

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

No discussion

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

No discussion.

Denise Wells
AB Representative at Large 2020-2021

No discussion.

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

14 November 2020

Having heard no discussion from all Advisory Board members, the "Motion to Establish a Special Committee" is now open for vote. (See the full motion text at bottom)

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

Voting will continue for 48 hours and conclude on Monday, November 16, 2020, at 10:00 AM EST.

Those responding No Discussion:

Dale H. Cook
Doreen Harunaga-Ewing
Bob Jenkins
Trish Elliott-Kashima
Mike Peterson
Jeff Kemp
David Gochenour
Les Shockey
MaryAlice Schwanke
Rebecca Maloney
Nancy Janyszeski
Linda Simpson
Denise Wells
Mary Ann Lubinsky

Those not responding:

FULL MOTION

"I move the following resolution to establish a Special Committee be adopted;

WHEREAS, in a recent procedure to fill a vacant Advisory Board position per the Project's Bylaws and Rules, there were questions and concerns from both Project Members and Advisory Board Members concerning the wording of the Announcement Call to the Membership and the formal Advisory Board motion to fill the position, and

WHEREAS, the Bylaws and Rules and Procedures do not provide specific clarity on the timeliness and length of terms and other appropriate relative issues during the filling of an Advisory Board vacancy, and

WHEREAS, there is a desire that during the process of proposing appropriate clarification within the Project Standard Rules and Procedures, without contradicting the Project Bylaws, there are methods and periods of time allowed for discussion by interested Project Membership, therefore be it

RESOLVED, that a Special Committee with members Nancy Janyszeski, Trish Elliott-Kashima, and Mike Peterson (Chair) be established to develop clarifying procedures, without contradicting the Project Bylaws, for filling an Advisory Board vacancy, and be it

FURTHER RESOLVED, that the Special Committee will present a proposal to the Project Membership and the Advisory Board for full discussion under the

Project's Informal Consideration Rule for the development of a final proposal to the Advisory Board, and be it FURTHER RESOLVED, that full discussions and a final proposal decision will be managed so that it is presented to the Advisory Board within four months after approval of the Special Committee, and be it

FINALLY RESOLVED, that at the conclusion of an Advisory Board decision the Special Committee will be dissolved."

Linda K. Lewis
National Coordinator 2020-2021

Yes

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

Yes.

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

Yes.

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

yes

Bob Jenkins
Special Projects Representative 2019-2021

Yes.

Denise Wells
AB Representative at Large 2020-2021

Yes.

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

YES.

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

Yes

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

Yes

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

YES

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

Yes

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

Yes.

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

Yes.

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

16 November 2020

With all 14 Advisory Board members voting YES, the "Motion to Establish a Special Committee" passes and the Special Committee, consisting of Nancy

Janyszeski, Trish Elliott-Kashima, and Mike Peterson (Chair), is hereby seated.

Thank you for your willingness to address and clarify this issue that caused confusion earlier this term. The Advisory Board looks forward to hearing Committee's proposed update to the Standard Rules.

Mike, please contact me when the Committee is ready to open up your proposed changes to Membership feedback and I will work with you to prepare the AB Chat list and send an announcement to the Membership at large.

Those voting YES:

MaryAlice Schwanke

Mary Ann Lubinsky

Trish Elliott-Kashima

Bob Jenkins

Denise Wells

Dale H. Cook

Linda Simpson

Mike Peterson

David Gochenour

Rebecca Maloney

Jeff Kemp

Nancy Janyszeski

Doreen Harunaga-Ewing

Les Shockey

Those voting NO:

Those not voting:

FULL MOTION

"I move the following resolution to establish a Special Committee be adopted;

WHEREAS, in a recent procedure to fill a vacant Advisory Board position per the Project's Bylaws and Rules, there were questions and concerns from both Project Members and Advisory Board Members concerning the wording of the Announcement Call to the Membership and the formal Advisory Board motion to fill the position, and

WHEREAS, the Bylaws and Rules and Procedures do not provide specific clarity on the timeliness and length of terms and other appropriate relative issues during the filling of an Advisory Board vacancy, and

WHEREAS, there is a desire that during the process of proposing appropriate

clarification within the Project Standard Rules and Procedures, without contradicting the Project Bylaws, there are methods and periods of time allowed for discussion by interested Project Membership, therefore be it

RESOLVED, that a Special Committee with members Nancy Janyszeski, Trish Elliott-Kashima, and Mike Peterson (Chair) be established to develop clarifying procedures, without contradicting the Project Bylaws, for filling an Advisory Board vacancy, and be it

FURTHER RESOLVED, that the Special Committee will present a proposal to the Project Membership and the Advisory Board for full discussion under the Project's Informal Consideration Rule for the development of a final proposal to the Advisory Board, and be it

FURTHER RESOLVED, that full discussions and a final proposal decision will be managed so that it is presented to the Advisory Board within four months after approval of the Special Committee, and be it

FINALLY RESOLVED, that at the conclusion of an Advisory Board decision the Special Committee will be dissolved."

Linda K. Lewis
National Coordinator 2020-2021

If I may remark to the motion that although the Committee will develop a proposal to be submitted to the membership for discussion at a later date, the Committee will also be open for comments, suggestions, etc. during the development phase. Nancy is at nancyja...@yahoo.com, Trish is at pkas...@gmail.com, Mike is at line...@cox.net.

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

Adjournment **24 November 2020**

The November 2020 meeting of the Advisory Board is hereby adjourned and will reconvene on December 1, 2020.

I wish all of the USGenWeb members a very happy, healthy, and safe Thanksgiving. Please stay safe now, with thoughts of a better 2021!

Happy Thanksgiving!

Linda K. Lewis
National Coordinator 2020-2021

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.