

33 Hillcrest Road
Windsor, CT 06095-3310
August 30, 1993

Dear Friends,

This letter and the "agenda" are being mailed only to those who were at the August meeting. The other letter is my way of adding my encouragement to everyone on the existing list to come and be part of what we are doing.

I was going to include my summary of the meeting with the general letter, but then decided to keep it only to those of us who were at the meeting and any who may join us in September, so that if I have misrepresented your thoughts, they will not be spread to an unknown list with no mechanism to correct them. Since I had made the notes, I did want them with the group as a record to help us to remember the flow of the discussion...how various points arose, and how we might carry on.

An unforeseen problem arose when a copy of the latest letter was given as a point of information to someone who has misinterpreted our motives. We will speak more freely at the meeting, but you can see why I am not anxious to distribute our names and spontaneous remarks to an unknown audience. Obviously, this development was not anticipated.

Also sorry that this letter arrives late...my copier is down so I had to wait until Tuesday to get copies so this letter will be mailed on Tuesday, and arrive Wednesday to remind you and encourage you to come on Thursday.

I have no official right to publish an agenda. Or, everyone has the right to publish an agenda...and this is my proposal. The group can decide which of these items which are of concern to me (I consulted no one in drawing this list up) the group will want to address. Everyone else is free to formulate his or her own agenda items and also see if the group will care to discuss any of them.

I realize this sounds terribly complicated. My goal is to have the group decide on some common understandings, a context into which the real work that we want to do, as given in our lists last time, can take place. I should think that if these items are addressed and a consensus on how to operate is reached at this meeting, that we will have mechanisms in place for determining membership, member notification, conduct of meetings, distribution of responsibility for the group, goal setting, and implementation of goals. Then we can get on with the challenging tasks of implementing the many exciting goals we have set for ourselves and for Connecticut genealogy.

Looking forward to seeing you on Thursday!

Sincerely,
Dana

Items for the First Thursday meeting--aka "Suggested Agenda"

(Submitted on no one's authority...just some suggestions for items I would like to see addressed. Most of them are procedural, but should move us along toward addressing some of our substantive goals in the near future...like next time.)

1. Discuss scope of recruitment and distribution of mailings both inviting people to meetings and reporting on meetings.

What is the nature of this group? What do we have in common with those out of state researchers who virtually never come to Conn for ongoing research projects (I have seen only six of the 20 out of state people here in ten years...the rest do not share the day to day concerns that those outside the state who work in CT regularly and those who live here have--I would even define regularly as twice a year).

Confidentiality of discussions...notes on discussions within the group ("minutes"/summaries) may be misinterpreted by those not part of the group, but just "listening in." The second mailing was passed along as a point of information to someone who then misunderstood our purposes.

Recommendation: No more mailings to people out of state except those who have expressed interest; after a few more attempts, drop those in state who offer no response...any genealogist interested in our purposes will be welcome to participate if they are on hand for a meeting. However, while the mailing list remains "open", do not release minutes or summaries of discussions.

2. Define some sort of structure for:

Conducting meetings--a designated chair, or a rotating chair each month? If rotating, who speaks for the group, sets the agenda, and facilitates planning between meetings?

Taking notes at meetings for group use

Mailing out notices of meetings--writing them up

Money handling--for postal costs, for any projects?

Making suggestions for group activities and speakers--
making plans and arrangements

Recommendation: That the group designate members to be responsible for these activities, whether or not called by the usual names of president/chairman, secretary/treasurer, and program chairman or committee. That the group designate specific members, these or others, to act as a "board" or "steering committee" or whatever, to discuss options for activities and/or programs between meetings and periodically bring recommendations to the group, as well as encouraging input from all members, even on a casual basis, on items of concern to the genealogical