



# The Surname Society

Minutes of Committee Meeting held online on Saturday, March 28, 2020, 4 pm GMT

Present: Kirsty Gray (Chair, UK), Carole Steers (Social Network Co-ordinator, UK), Lynda Chiotti (Secretary, Canada), Kai Poppe (Webmaster, Germany), Phyl Fanning (Treasurer, UK)

Apologies: None

Agenda Item	Discussion	Action
<i>Minutes &amp; Actions Arising</i>	No corrections were suggested for the previous meeting minutes. All actions arising have been completed (up to and including 2020/48).	Moved by CS, seconded by KG, to accept the minutes of the Jan 2020 meeting as presented. Carried.
	There was discussion of open volunteer posts. It was agreed that an email blast to all members should be done to inform those who did not attend the AGM of the open positions. Email messages to members are done by CS using the Mailchimp system.	
	KG will create a draft message to members asking for volunteers.	2020/49
	KP will update the Mailchimp mailing list.	2020/50
<i>Postholder Reports</i>	The committee officially appointed new members Phyl Fanning as Treasurer and Kai Poppe as Webmaster. Phyl and Kai provided personal and background information about themselves. There was discussion of paying for things such as domain registration, hosting, etc., using PayPal to simplify payments. Phyl discussed a suggested move to a different spreadsheet system for accounts.	Moved by LC, Seconded by CS to approve the appointments. Carried.
<i>Social Media</i>	CS reminded the committee that she still needs someone to take over her role within next 6 months.	
	KG will ask members for one or two people to share the social media role.	2020/51
	There was discussion of using Facebook for committee messages and access to the meeting minutes.	

	KG to create a group chat on Facebook for the committee.	2020/52
	LC to upload committee minutes to the website.	2020/53
<i>Webinars</i>	No one is scheduled for an April webinar. Andrea Bentschneider will speak in June. Members will be encouraged to make suggestions for future speakers or topics.	
	KG will send introduction email to LC for Andrea Bentschneider.	2020/54
	KG will ask Beryl Evans or Sophie Boudarel to speak in April or July.	2020/55
<i>Conference</i>	KG asked for ideas for a theme for next year. There was discussion and agreement that a theme would be good. March 20, 2021, has been booked already.	
	LC to send thanks to speakers for the 2020 conference.	2020/56
<i>Future Meetings</i>	Next meeting: May 23, 2020, 4 pm GMT	
<i>Adjournment</i>	Meeting adjourned at 4:55 pm GMT.	