

**Ezra T. Clark Family Organization
Board Member Meeting
Agenda & Meeting Minutes**

GENERAL INFORMATION	
Date:	Oct. 2, 2015
Presiding:	David S. Clark
Meeting Objective:	Semi-annual meeting
Location:	Old Meeting House, Farmington, UT and Virtually via Gotomeeting

ATTENDEES: (P : PRESENT, A : ABSENT, O : OPTIONAL)			
David S. Clark (<i>President</i>)	P	Alan Steed (<i>Susan Alice</i>)	A
Rick Knowlton (<i>Vice-President, Sarah Lavinia</i>)	P	Claudia Cannon (<i>Laura Blanche</i>)	P
Alisha Clark (<i>Hyrum Don Carlos</i>)	A	Kelly Clark (<i>Joseph Smith</i>)	A
Jay Clark (<i>Wilfred Woodruff</i>)	A	Kimball Clark (<i>Charles Rich</i>) <i>Cathy Gilmore</i> <i>Andrew Clark</i>	P P P
Irene Jeppsen (<i>Timothy Baldwin</i>)	A	Marylin Tanner Jones (<i>Annie Vitale</i>)	A
James E. Clark (<i>Nathan George</i>) <i>Lyman Noyse</i>	P P	Steven R. Clark (<i>Eugene Henry</i>) <i>Jill Petersen</i>	A P
Ronald Smith (<i>Mary Elizabeth</i>)	A	Kelly Wight (<i>Horace Wells, Secretary</i>)	P
Gordon Clark (<i>Edward Barrett</i>)	A	Richard Clark (<i>Treasurer</i>)	A
Jean Brown (<i>Amasa Lyman</i>) <i>David S. Clark</i>	A P	Ralph Clark (<i>Genealogical Representative</i>)	P

Total Present: 12
Family Representatives/Directors Present: 7

AGENDA		
#	Topic	Presenter
1	Welcome	David S. Clark
2	Opening Prayer	Rick Knowlton
3	Financial Report	Richard Clark
4	Family Reunions - Last reunion debrief - Reunion frequency - Inclusion of Sanford-Porter family in next reunion	David S. Clark Rick Knowlton Andrew Clark
5	Timothy Baldwin Book update/request	David S. Clark
6	Website	Kimball Clark
7	Geneology	Ralph Clark
8	Polly Keeler Clark – Farr West gravesite	David S. Clark
9	Additional Items	

MEETING MINUTES/NOTES

1. Welcome: David S. Clark
 - a. Introduction of people in attendance
 - Lyman Noyse: from Nathan George line
 - Claudia Cannon: new representative for Laura Blanche line
 - Jill Peterson: from the Eugene Henry line
 - Jim Clark: representative from the Nathan George line
 - Cathy Gilmore: from the Charles Rich line
 - b. Acknowledgement of usage of Gotomeeting as additional option for attendance
 - Attending virtually: David M. Clark, Claudia Cannon, Ralph Clark
2. Opening Prayer: Rick Knowlton
3. April Minutes: Any corrections or follow up to be added before accepting the minutes
 - a. Correction of Richard L. Clark to Richard Lambert
 - b. Motion to accept minutes:
 - Ayes: 7
 - Nays: 0
 - Passed
 - c. Ralph Clark: request to add past minutes to website for review by anyone
4. Financial Report
 - a. Richard Clark (Treasurer) unable to attend
 - b. No known updates to financial status
 - c. Note that we are using more than taking in from donations annually
 - d. Some donations (amount unknown) received at last reunion (April 2015)
5. Reunion
 - a. Last reunion recap and debrief:
 - We received positive feedback on the providing lunch, the tour
 - Lunch was a bit of a cost, but likely brought in more participation. We went with a lower-cost option
 - Homeowners that showed homes put in a lot of work
 1. We received good feedback from homeowners – they enjoy opening their homes, and like meeting with the Clark family members
 - a. We should send thank you notes to homeowners from the Organization
 2. Compliments to Kimball Clark for putting together the walking tour pamphlet
 - a. Pamphlet should be added to website
 - b. Kimball to make a few adjustments and send to David S. for posting
 - We need to ensure we have a good sound system for the reading of the testimony and any other announcements, etc.
 - b. Reunion frequency discussion:
 - Rick Knowlton: highlighted Ezra T. Clark's instructions to meet annually
 - Ralph Clark: we need to include more activities for children
 - Kelly Wight: possibility to continue large reunion every 2 years and encourage individual family lines to hold smaller reunions on the off year
 1. David S. Clark – that option has been discussed before
 2. Jim Clark – Nathan George Family already does this in the off year
 - Kimball Clark: recognized that when Rick Knowlton asked reunion attendees at last reunion if they wanted to move to annual reunions, the majority did vote for annual reunions
 1. Jim Clark – we shouldn't exclude the voice of those that did not attend last reunion. Possibility to survey as many family members as possible
 2. David S. – we can set up a survey for family representatives to distribute
 - a. We will need to set a concrete end date on the survey – suggest by Thanksgiving
 - b. We can include questions about their ability to serve on reunion committees, etc.

3. Kimball Clark – we could also assign a family line to be in charge each year (delegate rather than ask for volunteers)
 4. Kelly Wight – concern of funding. Organization is not bringing in sufficient funds to incur cost of annual reunions
 - Cathy Gilmore: other options for reunions on the “off-year”, i.e. digital, video messages, etc.
 - Rick Knowlton: offered to continue to chair reunions as needed
 - c. Other reunion thoughts
 - Kimball: we should include the fruit table every year
 1. David S. – fruit is no longer donated; there will be a cost if this is added
 - d. Andrew Clark: Discussion on the inclusion of the Sanford-Porter family in the Ezra T. Clark reunion in 2017
 - Noble Pioneer includes much information on the Sanford-Porter family and the link of their family with ours
 - The Sanford-Porter Family Organization has been struggling lately
 1. They have not been holding annual reunions
 2. They have over 400 FaceBook followers, but there is low participation in family events (typically held in Portersville; location might be causing some of the issues)
 3. Website: sanfordporter.org
 - Suggestion to include the Sanford-Porter family in our reunion in 2017
 1. David M. – we have received similar requests from the Morris-Phelps family. We could consider helping to strengthen these families that have a strong relationship with ours
 2. Ralph – We could consider including the Ezra T. Clark sibling lines as well (i.e. Timothy Baldwin)
 3. Concern raised by Jim Clark (all agreed): we need to be careful that we don’t lose sight that our goal is to follow the instructions of Ezra that OUR family meet annually. If we start including everyone, we lose sight of his wishes that we strengthen our line. As we go further back, our family lines could potentially end up including pretty much everyone – we need to define our limits
 - a. Suggestion that when we include any additional families that it is done where we invite them to attend OUR reunion. We can model our family’s strength to help them establish their own family traditions. We should not consider it a joint reunion , rather an invitation to attend ours
 4. David S. Clark proposed inviting the Sanford-Porter family to our 2017 reunion
 - a. Ayes: 7
 - b. Nays: 0
 - c. Passed
6. Timothy Baldwin Clark Book updates
- a. David S.- Charles prepared a short version of the book for the April reunion and all copies were sold prior to the reunion
 - b. David S. discussed funding of publishing the book with Charles. Charles’ cost would be his expenses only
 - c. Suggestion that we consider helping to fund the publishing
 - Kelly Wight – Alisha has the ability to help with digital versions that could be done for free and downloaded by any members. We could even charge a nominal fee to increase revenue to Organization
 - Kimball Clark – there is a website that allows for one-off printing. You can supply the digital information and individuals can put in their order and pay directly and the book will be printed and shipped (48hourbooks.com). This could eliminate the need to put money in upfront. Website also allows for bulk printing at a discount if we wanted to do that.
 - d. David S. commented that everyone sounded favorable to helping if needed, but we will explore options before making any final decisions
7. Website and Technology
- a. David S. – two members in attendance in April offered to help with website: Lane O. Clark and Derrick Dunn (both programmers)

- b. David S. – We need to revamp FaceBook page to allow people to join the group; would allow us to collect and disseminate information better
 - Rick asked for someone else to take on FB page management
 1. Kimball Clark to take over FB
 - c. Ralph – requested that ged-com file be added to website
 - David S. is working on this; there are some configuration challenges to overcome
 - David S. requested Ralph send updated file and he will continue to work on configuring it.
 - d. Kimball Clark demonstration of new technology:
 - Kindex.org newly established. Currently working with a few cities to manage document storage
 - Highlights:
 1. allows uploading primary source documents (journals, letters, photos, etc)
 2. documents can be transcribed and become searchable online (this is not a feature available via Family Search)
 3. There are so many people with boxes of information that could all be uploaded to a site that is specific to our family for storage
 4. Documents can be assigned a URL that can be shared out (no login would be needed by people receiving the URL)
 5. Anyone can scan, transcribe (no member number or temple recommend needed)
 6. Anything uploaded will automatically dump into Family Search as well
 7. You can tag items with a Family Search ID number
 8. Usernames would be “owned” by our organization executives; it would be specific to Ezra T. Clark Org
 - This is a family history tool: it works to help find names and inspire the spirit of temple work, but it should be considered a family history (not a genealogical) tool for primary document archive
 - Kimball – cost to host documents is \$800 for 5 years (\$160/year), additional costs come with the huge quantity to scan (pay someone hourly, or per scan,e tc.). Scanning/transcribing costs are not clear yet, but there will be a cost.
 - Kelly Wight proposed allocating \$1000 to Kindex.org (\$800 for 5 year hosting, additional \$200 for initial scanning/transcribing costs), Seconded by Kimball Clark
 - a. Ayes – 7
 - b. Nays – 0
 - c. Passed
 - David S. will make arrangements with Richard Clark (Treasurer)
 - Lyman Noyse – advised that BYU has high-quality, very fast scanners. This could minimize the time for scanning. Kimball will investigate
 - David S. – request that Kimball give an update on progress in next meeting
 - e. Geneological discussion:
 - David S. – in past we’ve directed those wanting to do temple work to Ralph. Check in if that system is working
 1. Ralph – system works fine
 - a. Still inaccuracies on Family Search
 2. David M – could add instructions on how to get Deacon George names for temple work
 - a. David M to send instructions to David S. for posting
 3. David S. to post instructions for contacting Ralph for temple names
8. Other agenda items to be pushed until next meeting
9. Closing Prayer: Andrew Clark

ACTION ITEMS

#	Description	Owner	Due	Status
1	Add April/October meeting minutes to website	David S. Clark		
2	Finalize walking tour pamphlet and send to David S. Clark for website posting	Kimball Clark David S. Clark		
3	Addresses of participating walking tour homes to	Kimball Clark		

	Kelly for thank you notes			
4	Find acceptable survey software Create/distribute link to survey for family representatives to distribute	Kelly Wight David S. Clark		
5	Family representatives to distribute survey with end date of Thanksgiving	ALL REPRESENTATIVES		
6	Invitation of Sanford-Porter family to 2017 reunion	Andrew Clark		
7	Revision/relaunch of Ezra T. Clark FaceBook page	Kimball Clark		
8	Send updated family geneology ged-com file to David S. Clark	Ralph Clark		
9	Money allocation to Kindex.org	David S. Clark Richard Clark		
10	Include temple work instructions for obtaining family names (including contacting Ralph) on website	David S. Clark		
11	Amasa Lyman Clark journal scanning decision	David S. Clark		Open from April meeting
12	April 2013 email list from last reunion – digitized for distribution	Kelly Wight		Open from April meeting
13				