

# ANNUAL REPORT



2003 - 2004

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# ***ANNUAL GENERAL MEETING***

First Christian Reformed Church  
7:15 pm May 3, 2004

## AGENDA

1. Approval of the Agenda
2. Approval of the Minutes of the Annual General Meeting of 5 May 2003
3. Receive the Annual Report
4. Approval of the Budget for 2004 - 2005
5. Amendment to Bylaw Article VIII to add:  
MEMORIAL FUND  
*Section 3.1 The Society shall maintain a Memorial Fund in memory of members who have died. Contributions of money for the Fund may be made by any person, whether or not a member of the Society.*  
  
*Section 3.2 The Treasurer shall:*  
*(a) hold all monies in the Memorial Fund separate from all other money and assets of the Society;*  
*(b) account separately for all money held in the Memorial Fund;*  
*(c) invest the money of the Memorial Fund from time to time in such a way as to preserve its capital value;*  
  
*Section 3.3 Income earned by the Memorial Fund shall be transferred, as and when paid, into the operating accounts of the Society to be used as decided by the Board from time to time.*
6. Amendment to Bylaw Article XII to add:  
*Section 3. Notwithstanding any actions under ARTICLE XII, Sections 1 and 2 above, upon dissolution of the Society any funds resulting from activities under the Alberta Gaming Commission, and held in separate bank accounts required by the Alberta Gaming Commission, shall be donated to the Glenbow Archives in Calgary.*
7. Election of Officers
8. Appointment of Auditor
9. Chairman's Remarks
10. Adjournment

# ***MINUTES OF THE ANNUAL GENERAL MEETING***

Alberta Family Histories Society  
Southminster United Church  
Calgary, Alberta  
May 5, 2003

The meeting was called to order at 7:15 p.m. by the Chairman George Lake. It was determined that there was a quorum of at least fifty members present.

## **1. APPROVAL OF AGENDA**

MOTION (Ken Rees, Seconded Charlie Hansen) That the agenda for the meeting be approved. CARRIED.

## **2. APPROVAL OF MINUTES**

MOTION (Mary Arthur, Seconded Dave Embury) That the minutes of the AGM held May 13, 2002 be approved. CARRIED.

## **3 ANNUAL REPORT**

MOTION (Eva Kinnear, Seconded Alan Peers) That the Annual Report be received: CARRIED.

## **4. APPROVAL OF THE BUDGET FOR 2003-4**

The budget for April 1, 2003 to March 31, 2004 as set out at page 9 of the Annual Report had been approved by the Board on March 17, 2003.

MOTION (Bob Crowle, Seconded Lorna Laughton) That the budget as presented be approved CARRIED.

## **5. ELECTION OF OFFICERS**

The Nominating Committee under the Chairmanship of Xenia Stanford presented a slate of nominations, as follows:

Chair	George Lake
Past Chair	Vacant
Vice Chair Finance & Budget	Peggy Franko
Vice Chair Facilities	Gordon Lane
Recording Secretary	Ann Williams
Treasurer	Ronna Byam
Directors	Ray Maret
	Lorna Laughton
	Mertie Beatty
	Mary Arthur

MOTION (Gordon Lane, Seconded Alan Peers) That the report of the Nominating Committee be adopted. CARRIED

The nominees were elected by acclamation.

# ***MINUTES - continued***

The Nominations Chairperson thanked her committee. The Chair thanked Xenia and her committee.

MOTION (Ken Rees, Seconded Dave Embury) That the out-going Board Members and the new Board Members be thanked for the giving of their time. CARRIED.

## **6. APPOINTMENT OF AUDITOR**

MOTION (Gordon Lane, Seconded Lorna Stewart) That D. Mellafont be appointed Auditor for the coming year. CARRIED.

## **7. CHAIRMAN'S REMARKS**

The Chairman drew the attention of the meeting to his message at page 11 of the Annual Report and added that he was very proud of the work our volunteers do – due to their efforts our Society was well respected: we were leading participants in the fight for release of the 1906 census; our input was sought by the Canadian Genealogy Centre and National Archives; we have an excellent and well-used website; our project committee has issued its first CD and a copy had been presented to the local LDS Family History Centre and made available in the LDS Family History Library in Salt Lake. In addition our Society was showing the way in transcribing the 1906 census (now approximately 10% completed - about 50 volunteers had transcribed about 117,000 names). The Society also has problems in that there is no growth in membership and we do not have permanent space. George would like to work on both situations and concluded by saying that a Society is only as good as its members make it.

There was a question from the floor respecting the intention to cease mailing the *Chinook*. George responded that the *Chinook* will be mailed in cases where not to do so will cause hardship. In addition the issue of *Chinook* containing Notice of the AGM will continue to be mailed.

## **8. ADJOURNMENT**

MOTION: (Mary Arthur) That the Annual General Meeting be adjourned (7:25 p.m.)

Respectfully submitted:

George Lake  
AFHS Chair

Ann Williams  
Recording Secretary

# *FINANCIAL*

**Financial Statements - Year Ending 31 March 2004  
Alberta Family Histories Society  
AUDITORS' REPORT**

April 26, 2004

D. Mellafont  
P.O. Box 575  
Bragg Creek, Alberta  
T0L 0K0

Alberta Family Histories Society  
P.O. Box 30270, Stn 'B'  
Calgary, Alberta  
T2M 4P1

## Auditors' Report

I have examined the Statement of Expenditure and Revenue and the Balance Sheet of the Alberta Family Histories Society for the year ended March 31, 2004. This financial information is the responsibility of the Organization's management. My responsibility is to express an opinion on this financial information based on my audit.

I conducted my audit in accordance with generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial information is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial information. An audit also includes assessing the accounting principles used, as well as evaluating the overall presentation of the financial information.

In my opinion, I found these financial statements present fairly, in all material respects, the financial position of the Alberta Family Histories Society for the period 2003 April 1 to 2004 March 31 applied on a basis consistent with that of the preceding year.



D. Mellafont  
Financial Coordinator

# *FINANCIAL - continued*

## Alberta family Histories Society

### Balance Sheet As At March 31, 2004

#### ASSETS

	<u>2004</u>	<u>2003</u>
Current:		
Operating Account	\$ 8312	\$ 7033
Seminar Account	169	1110
Accounts Receivable	63	0
GST Rebate Receivable	671	475
GIC Investments (Note 1)	7992	10740
Accrued Interest Receivable	126	48
Advances / Floats	950	849
Inventory for Sale (Note 2)	449	593
Prepaid Expenses (Note 3)	<u>3364</u>	<u>2620</u>
	<u>\$ 22097</u>	<u>\$ 23468</u>
Fixed: (Note 4)		
Library Books	\$ 11000	\$ 11000
Equipment & Furniture	24191	22329
Less: Accumulated Depreciation	<u>-17424</u>	<u>-15855</u>
	<u>\$ 17767</u>	<u>\$ 17473</u>
Total Assets	\$ 39864	\$ 40941

#### LIABILITIES AND MEMBERS' EQUITY

Current:		
Accounts Payable	\$ 123	\$ 0
Deferred Revenue (Note 5)	<u>1313</u>	<u>83</u>
Total Liabilities	<u>\$ 1437</u>	<u>\$ 83</u>
Members Equity:		
Retained Earnings	\$ 40858	\$ 42903
Current Earnings	<u>-2431</u>	<u>-2045</u>
Total Equity	<u>\$ 38427</u>	<u>\$ 40858</u>
Total Liabilities and Members' Equity	<u>\$ 39864</u>	<u>\$ 40941</u>

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George Lake Chairman

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Ronna Byam Treasurer

# *FINANCIAL - continued*

## Statement of Revenue and Expenses For the Year Ending March 31, 2004

	<u>2004</u>	<u>2003</u>
<b>Revenue:</b>		
Membership Fees	\$ 12845	\$ 14295
Interest Income	308	149
Sale of Publications	878	1261
Sale of Advertising	200	262
Course Fees	1256	1312
Fees from Mail Queries	80	0
Fees from Web Site Queries	527	1187
Photocopier Revenue	155	144
Sale of Refreshments	216	184
Sale of Raffle Tickets	568	544
Brags	34	54
Library Fines	42	35
Family Roots 2002	0	8677
Donations	1443	155
Grants	1571	950
Other	644	555
<b>Total Revenue</b>	<u>\$ 20766</u>	<u>\$ 29764</u>
<b>Expenses:</b>		
Audit Fees	\$ 250	\$ 200
Insurance	786	859
Postal Box Rental	154	215
Depreciation	1568	1611
Web Site	382	329
Bank Charges	6	90
Rent	4313	3975
Cleaning Expenses	46	100
Telephone	466	459
Printing / Production	7070	8804
Photocopying	650	618
Postage	1429	1628
Office Supplies	534	440
Equipment Expenses	718	1522
Library Acquisitions	1579	1190
Raffle Prizes	170	155
Refreshment Supplies	258	190
Honorariums	275	200
Library Relocation	1992	0
Family Roots 2002	0	7997
Other	553	1226
<b>Total Expenses</b>	<u>\$ 23197</u>	<u>\$ 31808</u>
<b>Net Income (Loss)</b>	<b>\$ (2431)</b>	<b>\$ (2044)</b>



# FINANCIAL - continued

## Notes to the Financial Statements March 31, 2004

### 1. Investments

Investments consist of one year guaranteed investment certificates bearing interest at 2%.

	<u>2004</u>	<u>2003</u>
<b>2. Inventory for Sale</b>		
Opening balance, at cost	\$ 593	\$ 594
Changes during the year	<u>(144)</u>	<u>(1)</u>
Closing balance, at cost	<u>\$ 449</u>	<u>\$ 593</u>
<b>3. Prepaid Expenses</b>		
Insurance	\$ 731	\$ 703
Website	112	116
Post office box	0	154
Chinook printing	1521	1647
Deposit for 2004 seminar	<u>1000</u>	<u>0</u>
	<u>\$ 3364</u>	<u>\$ 2620</u>
<b>4. Fixed Assets</b>		
Balance at cost, beginning of year	\$ 33329	\$ 33329
Add: purchases	<u>1862</u>	<u>0</u>
Total Fixed Assets	\$ 35191	\$ 33329
Less: Accumulated Depreciation	<u>(17424)</u>	<u>(15856)</u>
Net Book Value, end of year	<u>\$ 17767</u>	<u>\$ 17473</u>
<b>5. Deferred Revenue</b>		
Remainder of Broderbund Grant for library	\$ 0	\$ 23
Remainder of Alberta CIP Lottery grant for library computer purchase project	952	0
Interest accrued on GIC's	0	60
Remainder of English SIG donation to library	94	0
Accrued Seminar income	<u>267</u>	<u>0</u>
	<u>\$ 1313</u>	<u>\$ 83</u>
Cash balance of <b>Computer</b> Special Interest Group	<u>\$ 771</u>	<u>\$ 928</u>
(Note that its revenue and expenses are not included in these statements)		
Cash balance of <b>Brian W. Hutchison Genealogical Scholarship</b> Fund	<u>\$ 999</u>	<u>\$ 0</u>

(Note that its revenue and expenses are not included in these statements)

# ***BUDGET***

	<u>Budget</u> <u>2004/05</u>	<u>Budget</u> <u>2003/04</u>	<u>Actual</u> <u>2003/04</u>
<b>Revenue:</b>			
Membership Fees	\$13800	\$15000	\$ 12845
Interest Income	158	0	308
Sale of Publications	1400	1400	878
Sale of Advertising	500	400	200
Course Fees	900	900	1256
Fees from Mail Queries	100	200	80
Fees from Web Site Queries	900	650	527
Photocopier Revenue	100	100	155
Sale of Refreshments	300	300	216
Sale of Raffle Tickets	0	400	568
Braggs	40	40	34
Library Fines	50	50	42
Donations	550	650	1443
Grants	1000	300	1571
Other	850	0	644
Total Revenue	20648	20390	20766
<b>Expense:</b>			
Audit Fees	\$250	\$250	\$ 250
Insurance	843	843	786
Postal Box Rental	0	185	154
Depreciation	1600	2500	1568
Web Site	776	450	382
Room Rental	7200	5280	4313
Cleaning Expenses	200	100	46
Telephone	480	470	466
Printing	6000	7500	7070
Photocopying	875	825	650
Postage	1940	1120	1429
Office Supplies	375	725	534
Equipment Expense	100	0	718
Library Acquisitions	1029	1300	1579
Raffle Prizes	0	120	170
Refreshments Supplies	230	200	258
Honoraria	75	75	275
Other	275	1200	2549
Total Expenses	22248	23143	23197
Net Income (Loss)	(1600)	(2753)	(2431)
	=====	=====	=====
Add: depreciation (non-cash item)	1600	2500	1568
Net cash Surplus (Deficit)	0	(253)	(863)

# ***NOMINATIONS***

## **Nominating Committee**

Chair: Ken Runquist

Members: Millie Drinkwater  
Heather Jaremko  
Mabel Kiessling  
Stan Sparrow

## **Nominations**

Chair:	Gordon Lane	Directors - at - Large
Vice Chair: Finance	Alan Peers	Mary Arthur (Computer SIG)
Vice Chair: Facilities	Alan Cassley	John Halladay
Recording: Secretary	Linda Murray	Caroline Phillips
Treasurer:	Ronna Byam	Freda Stewart

# *CHAIRMAN'S MESSAGE*

A year ago I wrote "The past year has been an eventful one for the Society." The year 2003 - 2004 has been equally eventful.

Last May Helen Backhouse and her team of volunteers carefully packed and labeled all of the contents of our Library. In June the shelving and books were all moved into our new quarters in the basement on 16th Avenue and a team of volunteers led by John Doyle re-erected all the shelves. Over the summer Helen and her team checked and re-shelved the entire Library. Another group led by Lorna Laughton configured and ordered a new computer system to better serve Library management and users. By the beginning of September all was ready and we were honoured to have Senator Lorna Milne on hand at an Open House to cut the ribbon to formally re-open the Library.

A pleasant surprise during the year was an offer, in November, by AFHS member and professional genealogist Brian Hutchison to fund an annual genealogical scholarship for a Canadian resident to study towards professional qualifications in genealogy. Brian has pledged funding for several years for a \$500 annual scholarship, and an agreement has been signed whereby Brian and AFHS will jointly administer the activity. Details about application procedures and eligibility are now being worked out and it is expected the first scholarship will be awarded in the Spring of 2005.

In November I, along with Vice Chair Gordon Lane and Librarian Helen Backhouse, met with members of the Executive of the Alberta Genealogical Society in Red Deer. A useful exchange of ideas was had, including the possibility of a Province wide genealogical seminar which might be held in conjunction with the Provincial centennial in 2005.

In December the Board approved in principle the idea that we should sponsor a casino to raise funds for future activities. This decision resulted in an application to the Alberta Gaming Commission to determine our eligibility to be a sponsor, and an information session for our membership in March. If we are found eligible the Board will review the idea once more and make a final decision, hopefully by this coming Summer. If all approvals take place the event will likely take place in 2006.

Some time ago the Board decided to store the Society's archives at the Glenbow Museum and Archives in Calgary. There they will be carefully stored and protected and available for future generations. During the past year the Board adopted a policy defining which of the Society's documents will be preserved, and assigned the responsibility for collecting those materials to the Recording Secretary.

And now it is time to "change the guard". Effective with the coming Annual General Meeting you will have a new Chairman and some new Board members. The past 3 years in this job have brought a few problems and many rewards. I am grateful for the support I have received from your Board members at all times throughout my 3 terms. They deserve your thanks for all the hard work they do on your behalf. With their help I hope I have left the Society stronger than when I started. The most enjoyable part of the job has been the many unsolicited expressions of support and encouragement that ordinary individual members have given me - they have made all the time and effort well worthwhile.

Thank you all.

George Lake  
Chairman

# *ACTIVITIES*

## **Volunteers**

It takes a great many people volunteering their time to carry out all the activities in which the Society is engaged. These people all work for nothing except the thanks of others and the joy of a job well done.

Some time ago the Board asked the volunteers to keep track of the time they spend on Society activities. Many have done this, but as with any volunteer organization a great deal of time is spent that 'slips through the cracks' either because people can't be bothered to keep track or because they forget to put the time down on a sheet or for a variety of other reasons.

Nevertheless, 118 volunteers have recorded the time they have spent resulting in the following hour counts for the period 1 April 2003 to 31 March 2004:

Administration	1,001
Library	1,466
Projects	4,410
Programs/Education	379
Publications	252
Public Relations	190
Memberships	68
Queries	127
Family Roots 2004	9
Meeting Set Up/ Take Down	266
1911 Census	<u>60</u>
Total	8,228

The low figure for Family Roots is due to this project just getting underway at year end. These figures also do not include many hundreds of hours for the 1906 census transcription which have not been recorded.

Respectfully submitted  
Mertie Beatty

## **Monthly Meetings**

General Meetings have been held monthly except during July and August, usually on the first Monday of the month, except the February meeting which was held on Saturday afternoon, February 7, 2004. An additional information meeting was held on Saturday afternoon March 6, 2004 to describe the possibility of a visit from a US National Genealogical Society digitizing team to record documents of historical and genealogical significance and to describe the Board's plan to sponsor a casino as a fund raising activity.

All meetings have been in First Christian Reformed church (formerly named Southminster). At each meeting, except that on March 6, there has been an early session on Basics followed by the Main meeting usually with a guest speaker.

# *ACTIVITIES - continued*

Program topics were as follows:

## Basics Programs

2003

April	A Demonstration of the 1901 English Census Online	Rene Dusosome
May	Source Citation	Kay Clarkel
June	Canadian Censuses Online	Ronna Byam
September	Organizing Your Research	Doug Hay
October	Oral History - How To Do Family Interviews	Adrienne Horne
November	Jewish Historical Society	David Bickman
December	Basic Scottish Research	Helen Backhouse

2004

January	Genealogical Resources in Newspapers	Norma Marr
February	Sites to Excite: Online Research	Alan Cassley
March	Calgary Based Research	Catherine Mayhood

## Main Programs

2003

April	Computers in Genealogy	Alan Cassley and Gordon Hulbert
May	USA Research	Faye Geddes
June	Volunteer Appreciation Night	The Board
September	Access to Census Records	Senator Hon. Lorna Milne
October	Prairie Land Systems	Gordon Williams
November	All Hallows Eve	James Woodland
December	Family Treasures Night and How to Preserve Them	Heather Drumka and Members

2004

January	The People Behind Alberta Place Names	Harry Sanders
February	Finding Elusive Roots in Eastern Europe	Xenia Stanford
March	Icelandic Genealogy	Nelson Gerrard

Meeting Operations:

There is a dedicated team of members to set-up the meeting room and take it down when the meeting is finished. They include:

Set-up and take-down of chairs and tables

Spencer Field & John Doyle with help from Ken Rees and Bob & Colleen Hauswirth.

Audio visual equipment and stage set-up and take-down

Al Peers, Blair Barr and Keith Maitland

# ***ACTIVITIES - continued***

Elevator operators

Stan & Judy Sparrow, Lorna & Jim Stewart

Greeters

Judith Doyle, Judy Sparrow, Heather Jaremko

Coffee

Barb LaFrentz, Fern Jacobsen, Mabel Kiessling

Raffle

Linda Murray and Pat Morey

Thank you to all the hard working volunteers and to those members (especially Gordon Lane) who pitched in wherever and whenever help was needed.

Respectfully submitted,  
Mabel Kiessling

## **Program and Education Committee**

Program:

For the 2003/2004 season the members of the Program Committee were Adrienne Horne (Chair), Kay Clarke, Mary Elliot, Diane Granger, Bev Swan and Ray Maret.

This season was a success, based on the verbal feedback that I received from members. They were generally pleased with the program selection. The programs were varied, interesting and interactive. Comments were also made that the Basics Session should be longer, as 30 minutes seems to go by quickly for any speaker. The November meeting had a low attendance, most likely due to the poor weather that night.

Senator Milne was well received at both the Library Opening and for her talk at the meeting in September. Gordon Williams spoke on the Prairie Land Systems and answered many questions from the members. James Woodland was very entertaining with his many ghosts' stories of Calgary.

As usual, the December meeting was great fun as people showed their treasures and all were interested in what members had hiding in their homes. Heather Dumka, the Objects Conservator at the Glenbow Museum, gave an informative talk on how to safely preserve family memorabilia.

Harry Sanders was well received, as always. Many members commented on how much they enjoy his talks. He also sold all the books that he brought! Nelson Gerrard's talk on Icelandic Genealogy was interesting to listen to and the slides were excellent. Bob McPherson and Robert Wellings of the Calgary Military History Society were wonderful speakers and answered many questions from members.

## *ACTIVITIES - continued*

The Basics Sessions were well attended throughout the year. The talks were informative and general enough to be useful to a beginner.

Currently the biggest issue for the Program committee is to find volunteers to be on the committee. Next year, I will be a co-chair and share the responsibilities with Millie Drinkwater. Bev Swan may be willing to be on the committee again, but all the others have declined to stand in again. A Director-at-large will also have to be appointed again. Ray Maret was a great help this year.

Respectfully submitted,  
Adrienne Horne, Chair

### Education:

The members of the Education Committee in 2003/2004 were: Helen Backhouse, Kay Clarke, Diane Granger, Doug Hay, Sheila Johnston, Norma Lendrum, Bruce McKenzie, and Barbara Thorpe. The Committee members teach genealogy courses and offer Newcomers Orientation during the break at Society meetings.

The genealogy courses consist of two one-day seminars on a variety of topics. The content has been slightly revised and is currently as follows:

Level I – Getting Started, Use of Charts, Maps and Gazetteers, Organizing, Census Records, Vital Records, Interviewing, Correspondence, Calgary Family History Centres, Computing and the Internet;  
Level II – Source Citation and Principles of Evidence, Land Records, Calgary Resources, Immigration Records, Old Handwriting, Brick Walls, Wills and Probate.

Further revisions are being considered. In addition, many of the topics have recently been set up as PowerPoint presentations.

The University of Calgary Fifty Plus program again asked us to present courses for an honorarium of \$300 per course. Level I was held in October 2003, but the Level II scheduled for February 2004 was cancelled because of very low enrollment, although the evaluations done by Level I students were as positive as ever.

In March the Committee slightly revised the course descriptions for the University calendar so that they would reflect the recent changes in content, and so that they might attract more students in the future. For AFHS members only, Level II courses were held in April 2003 and January 2004, while a Level I course was held in November 2003.

We wish to thank all those who attended courses or orientations as well as the instructors for their valuable contributions.

Respectfully submitted,  
Diane Granger



# ***ACTIVITIES - continued***

## **Website Report**

Due to the move to a new service provider statistics for web site visits are not available. The move saw a considerable cost saving in our fees and increased the amount of disk space we have available. We can incrementally increase the size for a very reasonable amount.

Judith Rempel resigned as Webster effective 31 December 2003 after several years of hard dedicated work in building the site to it's current level. She has volunteered to remain to complete the 1906 Census and is working on recovering the Hugh Armstrong data.

We have around 2,500 discrete pages on our site and though the data has increased we have managed to keep the same number of files as some information has been moved into a database to save space.

The Calendar has been changed so the society now has it's own calendar on it's own site rather than trying to get to the old calendar which was becoming more difficult. The Library catalogue is online and the Library staff will soon be able to keep it updated online. Membership surname interest is being worked on and hopefully it will be maintainable online. The idea behind working with databases is that more people will be able to volunteer to help keep information up to date.

This past year, many Cemetery Indexing and other data projects coordinated by the Projects Committee (Judie Riddell, et al) were placed online including Garden of Peace, Mountain View and part of Queen's Park.

Eileen McElroy is still working as Assistant Webster and ensures the Aids section is kept up to date.

The 1906 Census of Canada for the Prairies is continuing to generate a great deal of interest with about 87 volunteers transcribing the information and there are now over 180,000 searchable records.

Respectfully submitted  
Gordon Lane, Webster

## **Library**

The library has had an up and down (the stairs) existence for this 2003/2004 year. Packing up at Southminster to move to our new 16<sup>th</sup> Avenue premises was a big job that many people helped with during the summer. Many of these same people came forward in April and helped again to move the shelves, books and office equipment up the same stairs that they had taken things down during the previous summer. My personal thanks goes to all those who helped with the moves. The Library committee would also like to thank each and every one of you who have made these moves go so very smoothly and with so little stress.

## ***ACTIVITIES - continued***

Now with the library and the washroom on street level, we are looking forward to more use of this bright, cheery library room. We have approximately 10,000 items in our library collection now, a very substantial growth since 2001 when our holdings were about 7,500 items. Unfortunately with the move we have had a decrease in the number of items that have been out on loan. It is hoped that as members become accustomed to our new location we will again have more activity in this area.

This year has seen a large increase of open hours for library use, thanks to the many volunteers who have made this possible. A special thanks to Olive Carlin, Lorna Laughton, Donna Kirkwood, Ethel McDonald and Lois Nicholson for all many hours of extra work they have done this past year.

Respectfully submitted  
Helen Backhouse, Chair

### **Projects Committee**

The Project Committee is grateful to more than 40 volunteers who spent various days last summer at Queen's Park Cemetery recording, photographing and even digging out some of the tombstones. Under the dynamic leadership of Lynda Alderman, thirteen sections have been recorded and about 10 sections photographed. Another 20 or so volunteers have worked throughout the winter behind the scenes entering the data to help create an impressive database. Work will commence again in June

Editing the Queen's Park; section-by-section is ongoing; Marlene Knott, Carol Lylyk, Lynda Alderman and Gail Rossum helped Judie Riddell immensely in this detailed task. Section A and B including transcriptions, burial records and photographs of each tombstone are now available in CD format at the AFHS Library and the index to these two sections will be placed on the website soon. Additional sections will be available as editing is completed.

The sales of our first CD - AFHS Digital Library, Volume I continued to go well with another 35 sold. AFHS Digital Library, Volume II was released for sale in the fall and was produced in-house. Sales of CD II are proceeding well. This CD - The Garden Road Cemeteries - with over 26,000 records from Rocky View Municipality: Garden of Peace Cemetery, and Mountain View Cemetery is supplemented with photos of the various Gardens, a list of numerous Calgary Resources and Calgary Local Histories.

A CD of the three Cochrane Cemeteries is nearing completion and should be available in the fall. In addition to the transcriptions from the tombstones, there will be burial records up until 1982 and a photo of each tombstone.

The queries that are steadily being submitted to our Webster are handled by Heather Jaremko, Marlene Knott and Judie Riddell, and Ronna Byam. Most recently this duty has been competently handled by Mabel Kiessling. Myrna Waldroff continues to respond to those queries sent in by mail.

Work on the early newspaper announcement extractions project has been expanded and we are hoping to reach our goal of having the Calgary papers up to 1910 finished by 2005. We are currently looking for a person to take over the organization for the completion of this project.

## ***ACTIVITIES - continued***

The release of the 1906 Prairie Canadian Census provided us with numerous transcribers who volunteered to create a database. This project is covered in more detail later in this Report.

These projects have all been possible because of you, the volunteers, and you can be justly proud!

Respectfully submitted,  
Judie Riddell, Chair

### **Public Relations Committee**

Following the successful production of Family Roots 2002 the Public Relations Committee found time to look at longer term objectives for the Society. A thorough review of the Society's recent financial position has brought the Board of Directors to the clear understanding that the Society cannot continue to exist with its present programs, with the present number of members and at the current membership fee rates. Membership growth is essential unless other sources of income can be found.

It is well understood that most genealogical societies appeal to the more mature generations and AFHS is no exception. Public Relations continues to offer its 'Getting Started' presentation to Senior's Clubs and other organizations including the Calgary Public Library, at no cost, and with the purposeful intention of attracting new members. It is quite obvious that this segment of the 'market' is more limited but still a fertile ground for growth.

This year the Society began to focus its attention on growing its membership through education at the opposite end of the age spectrum. Contact was made with the four 'public' school districts in the Calgary area. The teacher support staffs were provided with a document titled 'The Major Genealogical Resources in Calgary'. The listing shows the 19 most beneficial groups in this area along with easy contact directions. Naturally, AFHS is at the top of the list. Teachers are encouraged to include family history in their social studies curriculum and to call on AFHS for in-classroom support. AFHS has also offered to speak at teachers' planning meetings and to exhibit at teacher's conventions. That initiative has yielded some success in that AFHS has been invited to participate in the City's annual Heritage Fair in May 2004. Students in grades 4 to 9 compete in demonstrating their research capabilities in the history/heritage field. AFHS will provide adjudicators and a book prize at this event.

Plans are underway to penetrate more deeply into the educational system at the elementary and junior high levels in the hope of stimulating students, their parents and their teachers. The ultimate long term goal, of course, is to encourage membership in this Society.

Our work also included an attempt to create greater public awareness of genealogy as a pastime for *all* generations. The City of Calgary officially recognized the value of the AFHS and the significance of genealogy in family life in the community by declaring the week of October 18 to 25 as Family History Week. There was no special event to attract the attention of the media for this celebration in 2003 but the way has been paved for a similar proclamation in October 2004, when AFHS launches Family Roots 2004.

## ***ACTIVITIES - continued***

When William Joseph & Associates, a new marketing/advertising agency approached AFHS with an offer to assist in developing a marketing strategy. This is considered a rather unique opportunity for a non-profit organization and the Board agreed to accept their invitation.. The focus of their energy is on Family Roots 2004 with the intention of making it a significant membership growth tool.

Another unusual approach toward creating greater public awareness was taken with the Society joining Volunteer Calgary. This organization provides a number of helpful resources including the ability to find new volunteers who might support the work of the Society. The merits of this relationship will be evaluated as the year progresses and greater volunteer support is required for FamilyRoots 2004.

Two other opportunities were taken when the Society participated in two one-day events as part of Seniors Week last Spring. One involved providing a staffed display at the Senior's Resource Fair located at the City Hall Atrium. The other was a staffed display at an Open House provided by the Canadian Association of Retired Persons.

The Public Relations function of the Board is centered in a committee of only two. **All members are challenged to accept some small portion of this responsibility. If you are a member, or are aware, of any group, club or organization that would welcome a speaker to illuminate the joys of genealogy please let any member of the Board know of this opportunity to create greater awareness of this our favourite pastime and Society.**

Respectfully submitted  
Bill Campbell, Chair

## **Publications Committee**

The Chinook has settled into a standard format that has reduced printing costs to a level where no more cost savings can be made unless the size or the number of pages are reduced. The only way to reduce printing cost any further is to have members receive the Chinook via email as a pdf file. Postage costs have gone up and will put a further strain on the budget and alternative delivery methods are being looked at.

The written contributions to the Chinook have been increasing but need to be sustained to provide the members with a varied and interesting magazine. Members are not taking advantage of the opportunity to place queries in the magazine – it does go out to over 130 different organizations including Libraries both at home and abroad.

If you can write a letter then you can write a story for the Chinook, it does not have to be technical or use flowing prose. Many of the “My favorite Ancestor” articles are wonderful snippets and a view into the past. Photographs are always welcome and can enhance any article.

Remember, if you are looking to get a genealogical designation then your article in the Chinook can be used as part of that certification.

## ***ACTIVITIES - continued***

The Breeze monthly newsletter continues to be produced by its Editor Ken Rees and distributed at the monthly General Meetings and elsewhere. The number of pages produced has been slightly reduced as a cost saving measure. Consideration was given by the Board to discontinuing this publication and placing all of its content on the Society's website. It was felt, however, that having the information about future meeting dates and topics and Library open hours in a paper form was useful for members who are not frequent computer users and also a useful vehicle to publicize the Society's activities to non-members and other libraries in the City.

Respectfully submitted  
Gordon Lane, Chair

### **1906 Canada Census Transcription**

The 1906 Census images have been available for public viewing on the National Archives website ([www.archives.ca](http://www.archives.ca)) and in selected Canadian public libraries since February 2003.

On the very day of the launch of the 1906 Census images online, the Alberta Family Histories Society launched its Transcription Centre ([www.afhs.ab.ca/data/census/1906/](http://www.afhs.ab.ca/data/census/1906/)). Over 80 volunteers have transcribed 40% of the census images into searchable text during this time. For Alberta, 80% of the images have been transcribed, compared to 30% in each of Saskatchewan and Manitoba. We know of only two other websites undertaking any work on the census, and are providing links to their indexes as well.

The volunteers do this work 'virtually' – by downloading a spreadsheet template to their personal computers and entering into it the information about persons found in the census for a given province (AB, SK, or MB), census district (22 in total), and census subdistrict. When complete, the spreadsheets are submitted to the AFHS Webster, who reviews the records to standardize the format and abbreviations, converts the spreadsheet to pdf format and places it on the AFHS website where it is fully searchable using an elaborate tool from Master.com.

Volunteers are recognized in an online Transcribers' Gallery, with photos where available, and information about where the volunteer lives and what their primary historical/genealogical affiliations are (including links to those organizations). The volunteers come from as far North in Canada as Dawson City, Yukon; West in Port Alberni, British Columbia; South in London, Ontario; and East in Montreal, Quebec. In addition, we've had two out-of-country volunteers, one from southern England and one from Huntington Beach, California.

Respectfully submitted,  
Judith Rempel, 1906 Census Transcription Coordinator

# ***ACTIVITIES - continued***

## **1911 Canada Census Release**

The case in Federal Court for the release of the 1911 national census returns is entering its final stage. Written argument has been submitted to the Court. The hearing will be June 8, 2004 in Calgary. The infamous Senate Bill S-13 to change the laws respecting the release of the historic census has been abandoned. The Information Commissioner is preparing to bring his own legal action in Federal Court for the release of the 1911 census. His court case will be under the Access to Information Act which is quite different than our application to Federal Court which is under the ancient law of mandamus.

Respectfully submitted,  
Lois Sparling

# ***SPECIAL INTEREST GROUPS***

## **Genealogical Computer Group**

The group, known also as the Computer SIG, held ten meetings, at which the average attendance was 42. The record shows that 133 different individuals have attended at least one meeting, of which 76 were AFHS members. Each meeting is divided into two parts, a session for beginners, which starts at 9.30 am, in which a small panel of experts answers questions from the floor, and at 10.30 am a formal presentation by an expert.

Many people contribute to the success of the group, and special mention must be made of Gordon Hulbert, Bill Mumford and Gordon Lane, who constitute our panel of experts, together with Mary Arthur who keeps them in line. Charlie Hansen looks after the attendance figures, and Alan Peers is our treasurer. My thanks go to these willing people for their expertise and their support. Thanks also to all those who presented topics in the main program.

The Church of LDS on 17<sup>th</sup> Avenue SW provides the meeting space for the group and as a small token of our gratitude we have supplied the Family History Centre with a number of Genealogical CD's.

Reports follow from the three active user groups, or SIGlets, which deal with particular genealogical software.

Respectfully submitted,  
Alan Cassley, Chairman, Genealogical Computer group.

### **The Legacy SIGlet.**

The Legacy Users Group meets on the third Wednesday of each month at the AFHS library. Due to snowstorms, fire and the library move, three meetings had to be cancelled. The average attendance was 12 with a high of 17. Thanks to Lorna Laughton, Ken Runquist and Charlie Aubin for presenting interesting topics. Twenty-two people attended these meetings on at least one occasion, with an average attendance of 12. Several people have not attended since the library moved.

In November the Legacy 5.0 Deluxe edition was released, which includes many new features. Several new instructional CD's were also released.

Charles W. Aubin.

### **Reunion User Group (RUG).**

The name of the group changed from Generations and Reunion User Group (GRUG). The group met ten times in the last 12 months. Attendance was 3 – 5 at each meeting from a total of 15 members. A MAC computer has been donated to the AFHS, which will reside at the AFHS library.

Mary Arthur.

# ***SPECIAL INTEREST - continued***

## **Master Genealogist User Group.**

The Master Genealogist Group met eight times, with an average of five people. The attendance has increased since version 5 was introduced. At each meeting various parts of the program are discussed and help given with any problems.

Alan Peers.

## **Family Tree Maker SIGlet**

### Meetings

Continued to be on the 4<sup>th</sup> Saturday of the month, with the time changed to 10:00 AM-12 noon. We do not plan meetings for June, July, August and December. Notice of meetings is submitted to The Breeze, posted on the Web, and announced using the Dist-gen list. The January meeting was cancelled at the last minute due to bad driving conditions. FTM V10 software was contributed to the AFHS Library. This is now available for our SIGlet meetings and for any visitor to the Library to use. The binders contributed previously to the Library were used for Family Roots 2002 and will be used for Family Roots 2004.

### Membership

Attendance has been around 12. As we become more settled in the new surroundings, this will likely increase to previous numbers. While no formal membership for this Siglet is a requirement, everyone fills in a form covering items relevant to our Siglet and their membership for AFHS and Dist-gen. AFHS membership for people attending our meetings continues to be well over 90%. Encouragement to join AFHS is covered at the beginning of each meeting.

### Basic Activities

Learning more about this program. Each meeting has focused on a specific topic (and had a handout), after a question and answer period. We are now encouraging greater member involvement in contributing and sharing their knowledge with the group. It is too early to declare this is a success or a failure. Having a computer and projector available for our meetings will have a big impact on future meetings. Elizabeth Rodier is still available for questions via e-mail, but she will not be attending meetings at our new location.

### Future

WOW !! THE FUTURE IS NOW !! . . . this is what I submitted last year, and this year I wish to submit thanks to all who made it happen!!

*Obviously the big concern of the moment is the 'where' of future meetings. However, once that is solved, the following comments from my report last year are still pertinent to the needs of our many SIGs. Since we are only one of several computer siglets using the library for our meetings I would like to presume there has been discussion by the Board on equipment at this site for computer/screen setup for use by all groups. If this concept has been put on a wish list, perhaps our computer siglets can pass the hat at our meetings to contribute to this specific goal.*

Lynn Taylor.



# ***SPECIAL INTEREST - continued***

## **Celtic Group**

The Celtic SIG meets monthly except for December, July and August. We are a self-help group with the members making short presentations on a variety of subjects of interest to people researching Irish, Scottish, and, to a lesser extent, Welsh family history. Ten hardy souls attended our meeting on Jan. 28, 2004 despite the shockingly cold weather. We toured the University of Calgary library in February. In March we had a guest speaker who proved very popular. Between 5 and 20 people attend each meeting.

Respectfully submitted,  
Lois Sparling

## **Mennonite Group**

The Mennonite Special Interest Group ceased affiliation with the Society in April 2003, indicating its interests lie more with the Mennonite Historical Society of Alberta.

## **Atlantic Canada Group**

The Atlantic Special Interest Group met bi-monthly, beginning in September of 2003. Meetings were held in the Alberta Family Histories Society library.

- May 2003     *Lunenburg First Families.* Presentation by Inge Leavell on the Foreign Protestants who settled in Nova Scotia between 1750 and 1752. Six (6) in attendance.
- Sept 2003    *Loyalist Night.* Nancy Waters gave a presentation on her Loyalist, Simon Baxter. Jim Stewart gave a presentation on the United Empire Loyalists Association and other members of the group got up and shared their Loyalist ancestors. Fifteen (15) in attendance.
- Nov 2003     *Maritime Acadian Night.* Jim and Jean Benedict gave a wonderful presentation on the Acadians. Maps, books, and lots of good discussion. Eleven (11) in attendance.
- Jan 2004     *Library Night.* The Atlantic group met at the new library to familiarize themselves with the new surroundings, discussions on various Maritime ancestry. Ten (10) in attendance.
- Mar 2004     Meeting cancelled

## ***SPECIAL INTEREST - continued***

In October, 2003, the Atlantic SIG purchased some books for the Alberta Family Histories Society library:

- *Acadian Exiles in the Colonies* by Janet Jehn
- *St. Paul's Anglican Church, Newfoundland Index of Names, Baptisms, Marriages & Burials 1753 – 1867 (Volume I) and 1867 – 1900 (Volume II).*

Respectfully submitted,  
Inge Leavell

### **English/Welsh Group**

The English Group became the English/Welsh Special Interest Group this year. With the assistance of Ann Williams, and her expertise in English and Welsh ancestry, we met on the second Tuesday of the month in the AFHS library.

Members choose the topic of discussion with those having particular knowledge of the subject either making a short presentation or bringing resources to share with the group. On October 14, 2003, with 5 in attendance, the evening discussion included summer project Brags, helpful web sites for research, and specific research tips for those members having problems finding that elusive Aunt Minnie.

An English/Welsh Binder was put in the library for members to enter Surnames and County origins. The Nov. 11, 2003 meeting was cancelled due to my stay in hospital. 7 members attended the January 13, 2004 meeting with discussion concentrating on donations originally collected last year for the 1906 Census release, and a cheque for \$162 had been returned to us. A subscription to Practical Family History magazine for the library was decided upon as being the most beneficial for members.

Wills and Old Handwriting, the topic for February 10, 2004, brought out 15 attendees to enjoy Ann Williams presentation and Spencer Field's impressive collection of wills. The March 9 meeting was cancelled due to the library move upstairs. Members on 13 April, 2004 brought their family histories to show and offer suggestions on how to present family history to make our descendants want to read it. The final meeting this year with a topic still to be chosen will be held on May 11, 2004.

Respectfully submitted,  
Peggy Franko

### **Italian Group**

The Italian Special Interest Group ceased operating in February 2004 owing to lack of interest.

# ***SPECIAL INTEREST - continued***

## **Ukrainian Group**

No meetings were held in the 2003-2004 term though interest remains very active with many email requests for assistance. A talk on East European roots was given at an AFHS meeting and the slides are available on the AFHS website. We have been in touch with Wally Rusel of the Ukrainian Genealogical & Historical Society and plan to include him in an event in the near future. A talk on Eastern & Central European roots is planned for this fall's conference.

Respectfully submitted,  
Xenia Stanford

## **Metis Group**

No meetings are being held and publication of the newsletter has ceased but Geoff Burtonshaw is willing to answer questions by phoning him at his home or visiting him in person at the Glenbow where he volunteers on Wednesday mornings from 10-12 noon.. He has moved and will not be at his former address. His number is 283-2594.

Respectfully submitted,  
Xenia Stanford

## **French Group**

No meetings were held in 2003-2004 but requests for help are frequently received and answered. A discussion was held about having a weekend gathering but abandoned due to lack of time on the part of the potential organizers.

Respectfully submitted,  
Xenia Stanford

## **Beginners Group**

The Beginners SIG was started up in the fall of 2003 to provide information sessions to new members of the AFHS. We have about 30 members in the Beginners SIG and consistently have had 15 to 20 members at each meeting. Here are the topics we have had so far:

- Helen Backhouse showed us how to use the AFHS library and introduced to all the material available there.
- Judith Rempel demonstrated all the research aids that are available on the AFHS website.
- Judy Lee introduced us to the material available at the LDS Family History Centre during our 'field trip' to the FHC.
- Ann Williams presented a talk on beginning research in the British Isles.

## ***SPECIAL INTEREST - continued***

Future meetings will involve visits to the Glenbow Museum, the University of Calgary and the Calgary Public Library.

Respectfully submitted  
Ken Runquist

# ***BOARD of DIRECTORS***

elected:

Chair	George Lake
Vice Chair	Gordon Lane
Vice Chair	Lorna Laughton
Recording Secretary	Ann Williams
Treasurer	Ronna Byam
Director at Large	Mary Arthur
Director at Large	Mertie Beatty
Director at Large	Ray Maret
Director at Large	Alan Peers

ex-officio:

Past Chair	vacant
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appointed:

Membership Secretary	Ken Runquist
Chair, Library Committee	Helen Backhouse
Chair, Program/Education	Adrienne Horne
Chair, Publications Committee	Gordon Lane
Chair, Projects Committee	Judie Riddell
Chair, Public Relations Committee	Bill Campbell
Chair, Family Roots 2004 Seminar	Gordon Hulbert

Webmaster	Gordon Lane (acting)
Editor, Breeze	Ken Rees
Editor, Chinook	Gordon Lane (acting)

ALBERTA FAMILY HISTORIES SOCIETY  
712 16th Avenue, NW  
Calgary, AB, T2M 0J8

Telephone - (403) 214-1447

Website - [www.afhs.ab.ca](http://www.afhs.ab.ca)