

**2002-2003
Annual Report**



serving Calhoun County, Michigan, family history researchers since 1988

Our mission

- To gather and preserve information of genealogical value.
- To encourage the deposit of such information in suitable depositories.
- To aid genealogists in the study of family history through the exchange of knowledge.
- To publish and promote Calhoun County and other genealogical materials.

Thank you, CCGS volunteers

The CCGS Executive Board is made up of officers, standing committees chairs and the immediate past president. Special committees are appointed as necessary. The society owes its thanks to the following members who served during the past year.

President

Anita Stuever

Vice President

Debby Wilson

Recording Secretary

Marcie Telfer

Corresponding Secretary

Judy Groat

Treasurer

Dave Ruble

Standing committee chairs

Publications

Sandy Redmond

Cemetery Transcriptions

Ruth Kaiser

Generations Newsletter

Sue Stuever Battel

Membership Promotion

Ilene Woodman

Programs and Publicity

Debby Wilson

Records Preservation

Cindy Kulig

Promotion of Genealogy

New committee mid-2003, not fully implemented

Pioneer Certificate Program

Verla Potts

Making Connections

New committee mid-2003, not yet implemented

Special committees

Hospitality

Arlene Barry, co-chair

Barbara Williams, co-chair

Seeking Leadership

Maureen Vire, chair

Representatives to state and national organizations

Michigan Genealogical Council (MGC)

Marlene Steele

Federation of Genealogical Societies (FGS)

Sandy Redmond

2002-2003 Annual Report: Calhoun County Genealogical Society

It's been a fruitful year for your genealogical society. During this year, we:

- Awarded our 333rd Pioneer Certificate.
- Developed a benefits-oriented membership folder, including a comprehensive list of Calhoun County research sources.
- Introduced a new logo for letterhead, membership cards, calling cards, thank-you cards and other uses.
- Created attractive, easy-to-use library displays for Family History Month.
- Secured a wonderful new meeting place that comes free of charge and free of work!
- Revised the society's bylaws, reorganizing committees to better reflect our mission, involve more people and break the society's jobs into smaller tasks. Other revisions enable officers to continue in office for a longer tenure.
- Aided genealogists by answering numerous queries, through postal mail and e-mail, with information about Michigan and Calhoun County genealogical research sources.
- Some of our articles published in *Generations* received Editor's Choice awards in the Southern California Genealogical Society's writing contest.

These accomplishments were possible because of the work of many volunteers. Read on to review the accomplishments our members have made this past year.

Anita C. Stuever
President

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Vice President

The vice president's position was unfilled until January 2003. President Anita Stuever did double duty finding speakers and doing publicity until Debby Wilson could be convinced to take the position of vice president for the remainder of the term.

We had great speakers — Dean France, Sandy Redmond, George Livingston, Roland Winter, Shirley Hodges, Barbara Garypie, Frank Passic and John Collins. Mike Hook was scheduled to speak in September 2003.

The topics they spoke about were varied — how to display collection memorabilia, how to organize genealogical research, the Family and Local History collection at Willard Library, the Grange, maps, gazetteers, directories, journaling, local Internet web sites that benefit genealogists and historic Oakridge Cemetery in Marshall.

Publicity has become easier with Internet use: one press release and off it goes via e-mail to multiple newspapers and a radio station. Finding speakers remains the most difficult part of this position.

Debby Wilson
Vice President

Recording Secretary

During the membership year 2002–2003 I attended Executive Board meetings and recorded the actions of those meetings. I also attended the regular membership meetings of the society. I kept the records of those meetings in the recording secretary's notebook. I helped facilitate the distribution of proposed amendments to the bylaws and the voting on those amendments at the January and March 2003 general membership meetings.

Marcene A. Telfer
Recording Secretary

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Corresponding Secretary

Arranged for the 7 June 2003 research trip to the Allen County Public Library in Fort Wayne, Indiana, and filled 42 bus seats with researchers.

Pieces of correspondence written or answered: 18, not including bus tour and e-mail requests.

Number of books sold: 33.

At the time of this writing, our inventory of books for sale includes:

Eighteen copies, *Bentley Corners Cemetery, Clarendon Township*.

Two copies, *Clarence Township Cemeteries. Clarence Center, Dyer, Hunt, Krenerick and Nichols cemeteries*.

No copies, *Clarendon Township Cemeteries. Bentley Corners (East Clarendon), Cooks Prairie, St. Joseph and West Clarendon cemeteries*.

Five copies, *Cemeteries of Convis Township. Austin and Porter cemeteries*.

No copies, *Generations, the newsletter of the Calhoun County Genealogical Society, Every-Name Index: August 1988–June 1995*. (Available free at the CCGS web site.)

Four copies, *Lee Township Cemeteries. Lee Center, Partello and Rice Creek cemeteries*.

Ten copies, *Marriage Records of Calhoun County, Michigan, 1836–1890*.

One copy, *St. Joseph Cemetery, Clarendon Township*.

Thirty-nine copies, *Cemeteries of Tekonsha Township. MacFadden, Riverside and Windfall cemeteries*.

Two copies, *Tracing your ancestry: A step-by-step guide to researching your family history* by E. Wilbur Helmbold, Oxmoor House, 1990.

Judy Groat
Corresponding Secretary

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Treasurer

Fiscal Year 1 September 2002-31 August 2003

INCOME

Uncategorized	0.80
1.1 dues	1,922.00
1.3 Projects	
Pioneer Cert	120.00
Research	10.00
TOTAL 1.3 Projects	<u>130.00</u>
1.4 Sales	
In state	165.00
Clarendon is	15.90
Convis is	6.36
Eckford is	10.00
History is	116.71
Lee is	83.78
Marriage is	93.11
Tekonsha is	37.00
TOTAL In St	<u>527.86</u>
Out of state	94.50
Clarendon os	15.00
Convis os	6.00
History os	230.00
Marriage os	74.00
z oth items os	24.00
TOTAL Out St	<u>443.50</u>
TOTAL 1.4 Sales	<u>971.36</u>
1.5 SpProject	
ACPL Jun03	937.00
TOTAL 1.5 SpProject	<u>937.00</u>
1.6 Other	17.25
Donations	182.90
TOTAL 1.6 Other	<u>200.15</u>
Cash	1.90
TOTAL INCOME	<u>4,163.21</u>

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EXPENSES

Uncategorized	0.00
2.1 NewsLetter	
postage	633.31
printing	310.35
TOTAL 2.1 NewsLetter	943.66
2.2 Meeting	
other	60.00
Publicity	114.68
Refreshments	106.17
Rent - location	160.00
Speaker	200.00
TOTAL 2.2 Meeting	640.85
2.3 Board	
copies	1.70
Other	44.52
Postage	130.80
Support Items	51.53
TOTAL 2.3 Board	228.55
2.4 Operations	
Donations	115.05
Gifts	125.85
Other	1.00
PO Box	
Rent	76.00
TOTAL PO Box	76.00
Soc Dues-Fees	120.80
State Fees	10.00
TOTAL 2.4 Operations	448.70
2.5 CCGSBks-CCGS Produced Books	
Devlpmnt-book development	
History	244.00
other	225.00
TOTAL Devlpmnt-book development	469.00
TOTAL 2.5 CCGSBks-CCGS Produced Books	469.00
2.7 Sale Spt-Sale support activities	
Sales Tax-s tax paid to State of MI	9.77
TOTAL 2.7 Sale Spt-Sale support activities	9.77
2.8 Sp Proj-Special Projects	
ACPL— Allen County Public Library trip	
Jun03	675.00
TOTAL ACPL	675.00
TOTAL 2.8 Sp Proj-Special Projects	675.00
Refund	118.00
 TOTAL EXPENSES	 3,533.53
 OVERALL TOTAL	 629.68

Dave Ruble
Treasurer

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Publications

A Publications Committee was established in 2001 with members John Baker, Sue Stuever Battel, Judy Groat, Ruth Kaiser, Verla Potts and Anita Stuever, with Sandy Redmond as chair. The purpose of the committee was to oversee the society's publications, particularly its books. Over the past year the committee has focused its energies into establishing guidelines and standardizing the format of the cemetery books. Anita and Sue, in particular, have devoted a tremendous amount of time researching the publications of other societies, consulting professional style manuals, etc. We have moved to a new level of professionalism by applying for ISBN and Library of Congress cataloging numbers, establishing a consistent "look" and format for our cemetery publications, and clarifying abbreviations and definitions commonly used in cemetery transcriptions. The committee has also developed guidelines for the process of gathering data, from working with the sexton's records to inputting data into the computer.

The committee, again chiefly Anita and Sue, devoted many hours to two books, Eckford and Marengo township cemeteries, and have edited them to conform to our new guidelines. While extremely time consuming, these efforts are necessary to ensure that we are presenting the most accurate data possible, in an attractive, easy-to-use format. It is exciting as we move into this new era for the society, yet not without growing pains! The end result will be greater clarity of expectations for our extremely dedicated and valued Cemetery Transcriptions Committee, and high-quality publications that help fulfill our mission: to gather and preserve information of genealogical value; to encourage the deposit of such information in suitable depositories; to aid genealogists in the study of family history through the exchange of knowledge; and to publish and promote Calhoun County and other genealogical materials.

Sandy Redmond, chair
Publications Committee

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Cemetery Transcriptions

West Pennfield Cemetery. We have devoted much time over the past three years to consolidate all the Hicks cemetery records of 6,000-plus burials. To date, this is the largest cemetery we have “undertaken.” Last fall most of our time was spent with material provided by Sexton Paul Coats. This cemetery is overseen by the West Pennfield Cemetery Association. Association Secretary Betty Smith provided listings in alphabetical order. Chronological records since 1970 have been copied from the sexton’s book. One nice fall day we had such a large group we gathered under a shady tree outside. The group even included Anita Stuever, Sue Stuever Battel and her new baby, who came to learn about our procedures. Willard Library has a bound book of the transcriptions done by DAR in the 1930s, which are handwritten and difficult to read. The past winter was devoted to adding DAR records from Willard Library. Recently we completed checking where our transcriptions varied from other records. We note these differences, along with their source. Soon another cemetery will be ready for the editing process in preparation for publication.

Leroy and Newton townships. We are now concentrating on burial transfer records of Leroy and Newton township clerks. Leroy Township cemeteries include Morgan, Congregational, West Leroy and Mather. Newton Township has only one cemetery, by the Methodist Church on G Drive South. This will occupy us indoors during the winter. By next spring we should be ready to check the cemeteries.

Emmett Township. Our next goal is to complete the cemeteries of Emmett Township, which we have already transcribed. These include Sandstone, Dubois, Newbre and Ceresco cemeteries.

This season many volunteers paired off to work together on individual cemetery records, working as schedules permitted.

I would like to thank all who have worked on the cemetery transcription project this year. This includes Virginia Hart, Gloria Huff, Jerry Inman, Verla Potts, Maureen Vire and Ilene Woodman.

Ruth Kaiser, chair
Cemetery Transcriptions Committee

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Generations newsletter

One part of the mission of CCGS is to aid genealogists in the study of family history through the exchange of knowledge. Our newsletter, *Generations*, helps fulfill that portion of the mission.

Sue Stuever Battel served as *Generations* editor for the third full year, with Anita Stuever doing a thorough and appreciated job as co-editor. Six issues of the newsletter were published. Five were 12 pages in length and an annual surname / membership directory was 20 pages.

For the first time in recent years, a full Newsletter Committee was formed. Arlene Berry and Barbara Williams offered to serve by handling distribution of the newsletter. Thanks, Arlene and Barb!

Due to her new responsibilities as a full-time mother, Sue is stepping down from her editorial role. A new editor is needed.

Sue Stuever Battel, chair
Newsletter Committee
Editor, *Generations*

Membership Promotion

Membership for the Calhoun County Genealogical Society totaled 144 as of 1 September 2002. As of 1 September 2003, our membership totals 154.

During the year, your membership chair mailed to new members a sample issue of *Generations* and applications and instructions for Pioneer Certificates. Membership cards were mailed to members who requested them.

Various letters were sent in regard to questions concerning payment of dues and missing checks as well as overpayment of dues.

Letters and e-mail messages have been sent to those who had not paid their 2003 dues. They will be put back on the membership rolls if dues are paid. I have received payments from 7 of the 35 people I contacted.

Ilene Woodman, chair
Membership Promotion Committee

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Programs and Publicity

The Programs and Publicity Committee is headed by the vice president. See Debby Wilson's report.

Debby Wilson, chair
Programs and Publicity Committee

Records Preservation

The current focus of the Records Preservation Committee is microfilming Calhoun County Probate Court records. Maureen Vire initiated and ably chaired this project until moving to Grand Rapids.

The project began in mid-April 2002, following a presentation at a society meeting by Cindy Rude of Calhoun County Probate Court. We began by preparing for microfilming old-fashioned round files dating from 1925. After some training, we began microfilming the actual records at the Probate office in Battle Creek.

In exchange for our microfilming labor, we are given a copy of each microfilm, which we, in turn, donate. Last year the society presented two films to Willard Library for its Local and Family History collection. We have since completed microfilming five more rolls.

Since the inception of the project, volunteers have donated 301.5 hours — 93.5 of the hours in 2003. Volunteers for the past year and a half and their hours are as follows: Arlene Berry 15, Jane Harmon 23.25, Gloria Huff 52.25, Cindy Kulig 85, Marlene Robilliard 20.25 and Maureen Vire 64.25 hours. Others who have donated between two and seven hours each: Lila Baldwin, Carlene DeMaso, Virginia Hart, Tom Ringenberg, Dave Ruble, Marge Stockel, Anita Stuever, Kay Wendt, Barbara Williams and very welcome newcomers Sharon Pratley, Martha Rocco and Barbara Welcher.

Welcome back, Maureen, and thank you for initiating this project. Many thanks to all who have given their time so generously in spite of busy schedules. More training times will be arranged for interested newcomers or as a brushup session for returning volunteers, whether a member of CCGS or not.

Please contact me if you would like to become involved in this project or know someone who would like to participate.

Again, thank you all!

Cindy Kulig, chair
Records Preservation Committee

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Promotion of Genealogy is a new committee in 2003, not fully implemented. This committee includes the Pioneer Certificate Program.

Pioneer Certificate Program

In the past year the committee has received application papers for two ancestors and processed eight Pioneer Certificates and seven Settler Certificates. One additional application was received during the summer 'vacation' and will be proofed in the new fiscal year.

After 10 years of work, we reached the final part of the project: microfilming the materials submitted by applicants to date. Two full boxes of application materials were microfilmed in Lansing, filling seven rolls of microfilm. The society purchased eight copies of each, to be donated to libraries and archives.

Because of concerns about privacy, we removed birth records of all living persons listed on applicants' ancestor files.

An applicant may request the return of birth records they submitted as follows:

- Mail a self-addressed, stamped envelope to the Calhoun County Genealogical Society. Mark the envelope "Certificate Records Return" so the request can be identified and processed quickly.
- Include a note listing the ancestor, applicant and name(s) of the persons whose birth records should be returned. This is extremely important because the birth records are not in any particular order.
- No exceptions will be made to this procedure.

Verla Potts, c hair
Pioneer Certificate Program Committee

Making Connections

The Making Connections Committee was established mid-2003 to provide research and aid to genealogists. This committee needs volunteers — please consider being one of them!

Hospitality

Until the society changed meeting places, a Hospitality Committee kept us happy by providing snacks and beverages at society meetings. At our new meeting place, the building conference planner handles this function, so the committee is no longer needed. Our friendly hospitality co-chairs switched to another committee and are now a much-appreciated part of the Newsletter Committee.

Arlene Berry, co-chair
Barbara Williams, co-chair
Hospitality Committee

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Seeking Leadership

The Seeking Leadership Committee was established this year to serve as a nominating committee for new officers. Joining committee chair Maureen Vire were John Baker and board representative Anita Stuever, who elected not to run for reelection. Please consider volunteering for this committee now, and you'll have all year to recruit new officers.

Maureen Vire, chair
Seeking Leadership Committee

Michigan Genealogical Council (MGC) Delegate

The Michigan Genealogical Council is the umbrella under which member genealogical societies in the state network for the benefit of their individual members. If you are interested in seeing the annual report of MGC, please see me or our CCGS president. That report contains a great deal of useful information about the functions of the Michigan Genealogical Council.

As a delegate representing the Calhoun County Genealogical Society, I work as a courier, taking concerns of our society and bringing information from MGC to our society's Executive Board and members.

Another function I perform for MGC is chairing the Lucy Mary Kellogg Award Committee. Each year we honor one Michigan genealogist with this prestigious award. The 2003 winner will be announced at the 18 October MGC seminar at the Library of Michigan. My responsibilities require me to chair committee meetings, mail nomination materials to MGC member organizations, correspond with nominees, work with judges and prepare the award certificate. It's a yearlong process.

I try to attend all the delegate meetings, held every other month, and the organization's board meetings, held during alternate months. That's a minimum of 12 meetings per year, held at the Library of Michigan in Lansing. In the winter I pray for good driving weather. In the spring, summer and fall I try hard to get to meetings. There is always one time of year when I must be at a function to present the Lucy Mary Kellogg Award. Sometimes my starting point for these trips is Battle Creek, and sometimes I drive from our summer home 155 miles from Lansing. I try to attend events that will keep you informed and educated about Michigan genealogy.

Most important, if you have concerns to address, please pass them on to me or to the CCGS Executive Board. Thank you for allowing me to be the CCGS delegate to Michigan Genealogical Council.

Marlene A. Steele, CCGS delegate
Michigan Genealogical Council



serving family history researchers since 1988

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