Next Meeting: March 28, 2017

Tracking Down Your Ancestors Without Leaving Town by Teri E. Flack

The Austin area is full of places to search for your ancestors, even ones who never lived in Austin. Join Teri as she hunts for family members using a variety of local resources.
About Teri
A 6th generation Texan, Teri E. Flack is a genealogy and historical researcher, consultant, and lecturer who has been researching family history for over 35 years. She serves on the board of directors of the Federation of Genealogical Societies and recently was elected Vice President for Administration. Teri chairs the Texas State Genealogical Society’s Records Preservation and Access Committee and serves as the Texas state liaison to the national RPAC. Teri spent much of her career in Texas government working with the Texas Legislature. She used that experience in 2013 and 2015 to work with the genealogical community in Texas to prevent legislation from passing that would have further restricted access to Texas birth and death records. For her work in records preservation and access, Teri was elected a Fellow of the Texas State Genealogical Society.Teri serves on the Texas Historical Records Advisory Board, a state-level board dedicated to the preservation and use of Texas’ documentary heritage. She is the first genealogist to serve on the board in over 15 years. She is also a member of the Travis County Historical Commission, serving as Travis County Historical Marker Chair. As a volunteer archivist at the Texas State Archives, Teri is currently processing over 1,100 volumes and 300 cubic feet of Galveston County records and creating aids to make them accessible to the public.

Social Time 6:30 p.m. / Program 7:00 p.m.
Highland Park Baptist Church
5206 Balcones, Austin, TX 78731

Welcome New Members!

Welcome Back, Returning Members!
Daniel Norton, Lynn Parent, and Dee Sanchez.

Your chance to tell us what you want

AGS 2017 QUARTERLY
VOL 2 DEADLINE MAY 21
Click here for submission guidelines.

AGS Education Instructors
If you are interested in teaching or assisting with a genealogy related class either at a public library or for the next session of LLI (Lifetime Learning Institute), please contact Cari Taplin at education@austinxgensoc.org.

AGS ON FACEBOOK
AustinGenealogicalSociety - Posts on this site include information about the AGS monthly programs, the annual AGS Seminar, and AGS classes.

Austin Genealogical Society Members Helping Members (private group) - Posts on this site include genealogy-related topics such as webinars, websites, and classes not sponsored by AGS. Members of the group may request help with any particular issue they are experiencing with their own research.

Austin Genealogical Society Writing SIG (private group) - AGS Members interested in writing a personal or family history are encouraged to join this Facebook group and attend the monthly meetings (see below for details.)

“Liking” our pages helps get the message out to more people on Facebook! Please "like" posts when you see
This month, we'll be sending you a member survey so you can tell us what you like about our programs, what you don't like, and what you'd like to see added to the AGS menu.

It will be short, but is really important in our planning as we look ahead. We'd also like a little information on how you found us and what drew you to genealogy, which will help us find new members and help us grow.

Please take a few minutes to fill the survey out when you get it. If you don't receive your survey by the end of the month, please email our membership co-chair at nankilkeary@gmail.com.

We'll also be handing out paper copies of the survey at the March meeting if you prefer pen and ink to pixels.

Register for the 2017 AGS Annual Seminar and Workshops

Genealogist's Wish List:

✔ An opportunity to improve my knowledge and expand my research and analysis capabilities.

✔ An excellent speaker who will share masterful knowledge.

✔ A pleasant learning environment.

✔ A fun day with friends and associates who share my interest in genealogy and learning.

✔ Door prizes (including a portable document scanner from Fujitsu and a Find My Past subscription!)

This and more can all be yours at AGS Seminar 2017 with

AGS DNA SIG
First Tuesday of every month. Next meeting: April 4th, 6:30 – 8:30 PM
Poke Joe’s
2121 Parmeर Lane, Austin, TX 78727
Three blocks east of Mopac on Parmeर Lane

Meetings will be based on the book: Genetic Genealogy in Practice by Blaine T. Bettinger and Debbie Parker Wayne. The April meeting will focus on chapter 2.

The book is available from Amazon for $36 paperback or $9.99 for the Kindle edition. If you are a member of NGS, it is available for $30.06, or $36.06 for non-members.

Everyone interested in DNA for genealogy is welcome. More information
Master Genealogist

Thomas W. Jones, CG, CGL Ph.D., FASG, FUGA, FNGS.

Seats are filling up! Book now! (Learn more about our speaker here: http://www.fieldstonecommon.com/mastering-genealogical-proof-thomas-jones)

APRIL 28, 2017 – Two Workshops - Two Topics:

* 1:00-2:15pm - Census, Census Substitutes and Name-List Strategies

* 2:45-4:00pm - Correlating Sources, Information and Evidence to solve Genealogical Problems

APRIL 29, 2017 – One Seminar – Four Topics - 9:00am - 3:00pm:

* Using Autosomal DNA to Solve a Family Mystery

* Creating a Family History of Lasting Value

* Finding “Unfindable” Ancestors

* Five Proven Techniques for finding Your Ancestor’s European Origin

Location:

Triumphant Love Lutheran Church, 9508 Great Hills Trail, Austin, TX 78759

Price:
Workshops (each): $25.00 members, $40.00 non-members
Seminar: $40.00 members in advance, $55.00 non-members & at the door.

Find more information and register at: www.austintxgensoc.org/seminar

Seats are filling up! Book now!

From the President's Corner
Anne Mamiya
President@austintxgensoc.org

I want to remind everyone to make sure that you have our Seminar with Thomas W. Jones marked on your calendars. This will be a great educational event and I don’t want you to miss it! It will be held on Saturday, April 29.

In addition to the Saturday seminar, we have 2 workshops available on Friday, April 28. Registration for the workshops is almost full, so if you want to attend one of them, register now so you don’t miss out! Registration information for all events can be found here.

We really have a full calendar of events this year. Make sure to visit our calendar at the bottom of the homepage of our website so you don’t miss anything.

I would like everyone to also please consider taking on a small role to become active with our society. We can always use help and the more people that lend a hand, the more events we can hold. It really doesn’t have to be a long term commitment and it is a great way to work with some wonderful people. See the list of open positions in this newsletter.
Can I Use That in My Genealogy?
What You Should Know About Copyright
The first in a two-part series based on a webinar provided and reprinted with permission from the author, Thomas MacEntee.

©2017, copyright Thomas MacEntee. All rights reserved. For more information, please visit High-Definition Genealogy at http://hidefgen.com.

What Is Copyright?

“Copyright is a form of protection grounded in the U.S. Constitution and granted by law for original works of authorship fixed in a tangible medium of expression. Copyright covers both published and unpublished works.”

The paragraph above is from the U.S. Copyright Office’s Frequently Asked Questions about Copyright webpage at http://www.copyright.gov/help/faq/. It is a general statement as to what copyright covers here in the United States. But as they say, “the Devil is in the details,” and understanding exactly what is and isn’t covered and what you can and can’t use as a genealogist, requires quite a bit of guidance.

What Does a Copyright Bestow to the Owner of a Work?

A copyright does not convey magical powers nor was it meant to serve as a “reward” for one’s labor in creating the work. A copyright conveys rights, such as:

- The right to reproduce the copyrighted work.
- The right to prepare derivative works based upon the copyrighted work.
- The right to publish or distribute copies of the copyrighted work to the public.
- The right to perform the work in a public arena.
- The right to display the work publicly.

Basically, when you own the copyright to a work, you can control how that work is used by yourself and others. This includes genealogy books, written family stories, even audio and video recordings.

AGS 2017 Class Schedule
Information about our classes is available here. All classes are free.

Saturday, March 25, 10:30a-Noon
Taming the Digital Tiger - Dianne Holley
North Village Branch Library
2505 Steck Ave, Austin, TX 78757
Registration is required for this class to ensure there are enough handouts. Registration will open on February 25.

Understanding and managing your digital process is important to a genealogy project’s success. Taming the digital tiger means learning to find, analyze, and file all those images and documents that are the sources of your genealogical evidence. In this simple method, document image storage takes place at your fingertips and is not limited by the size of either your house or your workspace.

In this session you will learn to manage your research process and your documentation without leaving your computer. You will learn how easy it can be to set up a folder hierarchy, save those images and citations, and to process the evidence you discover without losing a thing. You will learn to Tame the Digital Tiger!

Monday, April 10, 10:30a-Noon
When to Worry about Copyright

Too often, genealogists worry about using certain published and unpublished materials during the research process to the point of impacting their progress in finding ancestors. A mantra that has helped me: “Don’t worry. Be educated.”

Don’t let the fear of using certain materials in both your research and a published or unpublished report or book keep you from breaking down brick walls or serving your genealogy clients.

How Are You Using a Copyrighted Work?

This is the first and most important question to ask yourself: what am I going to do with the information I take from a possibly copyrighted work? If your research will remain unpublished, for the most part, your worries are few. However, if you have a blog or you are publishing a family history book, you do need to fully understand what is and isn’t allowed in terms of usage.

Facts Can’t Be Copyrighted

Birth dates, death dates, locations of events, etc. are not covered by copyright. So, as a genealogist you can copy this type of information and use it freely in your research, reports, family trees etc.

What Works Are Copyrighted? Some Grey Areas

It is not all black and white when it comes to what is and isn’t covered by copyright. Due to a myriad of changes in the US copyright laws and court rulings, assume that there are exceptions to even the most-obvious provisions.

- **Information from a gravestone visited in person in 1982.** Facts cannot be copyrighted. No permission needed.
- **Information from a gravestone from a photograph dated 1982.** An extraction of the facts from the photo cannot be copyrighted. No permission needed.
• A photograph of a gravestone dated 1982. Assuming the person who took the photo is still alive, permission required. Even if the photographer died in 1982, the heirs of the photographer’s estate may still claim copyright.

• An obituary published in a newspaper dated 1922. The obituary is in the public domain and no permission is needed. The cut-off date for public domain works, in general, is 1923.

• An obituary published in a newspaper dated 1942. This depends on who exactly owns the work. Was it a work for hire? Was it written by a family member? Is the author still alive? Was there a copyright notice used? There are so many factors involved that more information is needed.

• An unpublished poem or story dated 1900 written by Uncle Eustace. Did the author die more than 70 years ago, meaning 1942 or earlier? If so, then no permission needed and the work is in the public domain. For the most part, unpublished works are protected until 70 years after the death of the author.

• A diary dated 1900 and written by your great-grandmother. If unpublished and your great-grandmother died prior to 1942, then no permission needed and the work is in the public domain (the same rules as unpublished works and the death date of the author apply as above). If it was published prior to 1923, then the diary is in the public domain. If it was published after 1923, it depends upon whether a copyright notice was used and if the work was registered.

• A diary dated 1960 and written by your grandmother. Since the diary was written in 1960 and before her death, you would need to get permission from your grandmother if she is still living. If she died after the diary was written, you still should try to get permission from her heirs due to the “70 years after the death of the author” provision mentioned above.

• A photograph of Uncle Albert from 1900. Photos are a tricky area when it comes to copyright which is not controlled by the owner or the subject of the photo, per se. Normally, it is the photographer – the creator of the work – and his or her heirs which control ownership of the work. And then again, it

of My Maps, examples for why and how it can be useful for genealogy, and will go in-depth to demonstrate to the audience exactly how to create custom maps, including inserting lines, shapes, images, text, and more.

Monday, June 12, 10:30a-Noon
Using FamilySearch.org - Dianne Holley
North Village Branch Library
2505 Steck Ave, Austin, TX 78757

Registration is required for this class to insure there are enough handouts.
Registration will open on May 12.

FamilySearch.org – it’s all about the records and this genealogy site is FREE – the world’s largest free genealogy website is as close as your internet-connected computer. In this class you will learn how to begin to use this site to support your research. From family trees to census records to church and tax records, and much, much more, learn how and why this source is a genealogy researcher’s best friend.

Saturday, July 1, 10:30a-Noon
Georgia Headrights and Bounty Land Grants: From Scandal to Settlement - Teresa Devine
North Village Branch Library
2505 Steck Ave, Austin, TX 78757

Registration is required for this class to insure there are enough handouts.
Registration will open on...
could be a work for hire with the person being photographed (by a professional photographer, let’s say) ultimately owning the work. Was the photo published? Then the provisions for published works apply. Was it unpublished? Then the “70-years after the death of the author” rules apply.

- **A photograph of Aunt Tilly from 1930.** If Aunt Tilly took the photo and she died in 1941, and the photo was never published, then yes, you should be able to use the photo without permission. But if Aunt Tilly died in 1960, see above for unpublished works and the death of the author.

**How Long Does a Copyright Last?**

This is a complicated question, as complicated as determining who owns the copyright to a work. As we’ve seen in the section above, the many changes to US copyright law have rendered the process of determining length of copyright difficult, to say the least. You’ll need to gather all the information needed such as whether a work was published or not, when the author died, whether a copyright notice was used, etc.

... to be continued in the next edition!

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**Upcoming Events and Resources**

**Williamson County Genealogical Society**

**Annual Seminar**
**2017 Genealogy Saturday**
**Saturday, March 18, 2017, 8:30 a.m. - 3:00 p.m.**
**First United Methodist Church, Round Rock, Texas**

**1004 N Mays St, Round Rock, TX 78664**

**June 1.**

The acquisition and control of land has played a major role in American history not only on a national level but for states and individuals as well. One of the earliest problems faced by Georgia was the inability to attract men who were willing to settle on the land, create homes, and produce crops. Georgia passed its first headright law in 1777, which was intended to facilitate the transfer of land ownership to individuals to “strengthen the state.”

However, the headright grant process was fraught with problems and after years of scandal, fraud, speculation, and political embarrassment, Georgia passed the Land Lottery Act in 1803. Seven lotteries were held to distribute land from the Creek and Cherokee, leaving behind a genealogically rich record.

**Saturday, September 16, 10:30a-Noon**
**Land Workshop Pt. 1 – Metes and Bounds - Cari A. Taplin, CG**
**North Village Branch Library**
**2505 Steck Ave, Austin, TX 78757**

*Registration is required for this class to insure there are enough handouts. Registration will open on August 16.*

Have you ever wondered how to draw those land descriptions from the Metes & Bounds survey system? This system was used primarily in the original thirteen colonies and so is mostly found when dealing with land in the east.
Speaker: D. Joshua Taylor, M.A., M.L.S. (Host of PBS Series "Genealogy Roadshow" and Featured Genealogist on "Who Do You Think You Are?"
Online registration is now closed, walk-in registration available

More information

From Pilgrims to Pioneers: Researching Early New England Ancestors
Saturday, March 18, 2017, 9:00 a.m. - 6:30 p.m.
Czech Center Museum, 4920 San Jacinto Street,
Houston TX
Hosted by the New England Historic Genealogical Society
Registration fee of $125 includes five lectures, door prizes, lunch, and an evening reception.

More Information

Free screening of The Last of the Moonlight Towers
Hosted by Save Austin's Cemeteries
Saturday, April 8 at 11:00 a.m. or 12:30 p.m.
Yarborough Branch Library
2200 Hancock Dr, Austin, TX 78756
The Last of the Moonlight Towers is a documentary film by Ray Spivey and Jeffrey Kerr. The fifty-minute film tells

This workshop will describe the system and then take the students through some real examples teaching them how to draw the land shapes as described in old deeds.

Saturday, September 23,
10:30a-Noon
Land Workshop Pt. 2 – Rectangular System - Cari A. Taplin, CG
North Village Branch Library
2505 Steck Ave, Austin, TX 78757
Registration is required for this class to insure there are enough handouts.
Registration will open on August 16.

Have you ever wondered how to draw those land descriptions from the rectangular survey system? This system was used in the Federal Land states to survey and sell the land to private citizens. This workshop will describe the system and then take the students through some real examples teaching them how to draw the land shapes as described in old deeds.

Saturday, October 28,
10:30a-Noon
DNA for Beginners - Instructor TBD
North Village Branch Library
2505 Steck Ave, Austin, TX 78757
Registration is required for this class to insure there are enough handouts.
Registration will open on September 28.

This class will go over some of the basics needed to get started with DNA testing for
the story of one of Austin’s landmarks and separates fact from fiction about the massive towers first activated over 120 years ago. This is a free event, but registration is required due to limited seating at the library. Register at https://sacmoonlighttowerfilm.eventbrite.com

Web Site Review - GenDisasters.com
by AGS Member John F. Marostica

This website was briefly highlighted in the article, "Underused and Undiscovered," found in FamilyTree Magazine, March/April 2017. The article outlined the information that could be found on the site and how it was organized. The article stated that the site had no name index (technically correct but misleading) and suggested a google search ‘work around’ (not necessary).

As for the site itself, the only descriptive information about the site or how to use it is on the home page. They mention their search box, but make no effort to explain its functionality or capability.

"Welcome to GenDisasters!

What You’ll Find Here. Newspaper articles about Train Wrecks, Fires, Floods, Shipwrecks, Plane Crashes, Accidents and other disasters. Most of these articles list the dead and injured or missing. Use the Search Box to search for your ancestors or Browse the articles by type of disaster, state or year.

Dick Eastman mentioned us on his Eastman’s Online Genealogy Newsletter"

The creator of this site does a wonderful job of finding, compiling, organizing and presenting the full text newspaper articles (with pictures) about the people involved in accidents and disasters in the US and Canada. In most articles, the names of the deceased and injured are listed in the article.

genealogical purposes.

Saturday, December 9, 10:30a-Noon
How to Teach a Genealogy Class – Panel and Workshop
North Village Branch Library
2505 Steck Ave, Austin, TX 78757

Registration is required for this class to insure there are enough handouts.
Registration will open on November 9.

This will be a panel discussion and workshop for anyone interested in learning how to teach their own genealogy class. There will be a short lecture, a panel discussion with local genealogical speakers, and then a workshop period to help attendees develop their ideas for teaching a class or get tips on public speaking.

Do You Have a Brick Wall? A Genealogical Question?
Feel free to send it in for the newsletter to newsletter@austintgensoc.org or post it to our Facebook page, “Austin Genealogical Society Members helping Members.”

Local Genealogy Meetings and Resources
Austin Gen SIG, meets from 1:00–4:00 p.m. the second Saturday of the month at Old Quarry Branch, Austin Public Library, 7051 Village Center Dr., Austin. Part of the Computer Club of Austin. Click here for website.

Austin Legacy Users Group
The site has fantastic search capabilities and even an "Advanced" search, but they make no effort to inform users of its existence or to explain its capabilities.

To bring up the search dialog box (shown below) just click on "Search" in the upper right corner of the page. Then choose the "Content" tab. From there, you can search for your ancestors' name. The "Advanced Search" is only available under "Content".

Registering for the site will allow you to search for and contact other users of the site; a valuable tool if you need to contact someone for more information.

AGS Member M. C. Forister Makes the News!
M. C. Forister has been acknowledged for her contribution to her community in a recent article in the Wilson County News. She was instrumental in adding a new sign to the Karnes City Cemetery, located in Wilson County, Texas. We highlighted Mary in the February, 2016, edition of the AGS newsletter. You can read about her contributions and many awards here.

To view the February, 2017, article posted in the Wilson County News about M.C.'s latest project, view: https://www.wilsoncountynews.com/news/2017-02-22/South_Texas_Living/New_gateway_opens_to_an_old_resting_place.html

Announcement: The Journal of Genealogy & Family History

Launching in April 2017, the new Journal of Genealogy and Family History (JGFH) will address the current need for a high quality, peer reviewed publication, covering broad scholarly research in genealogy and family history meets on the third Saturday of the month from 1:00-3:00 p.m. at the Querencia at Barton Creek, 2500 Barton Creek Blvd., Austin. Click here for website.

Texas State Library is open from 9:00 a.m.-4:00 p.m. the second Saturday of each month.1201 Brazos in Austin. Questions concerning Second Saturdays may be sent here. Click here for website.

Williamson County Genealogical Society meetings are held the third Thursday of each month at the Round Rock Public Library, 216 E Main Street, Round Rock. Social time at 7:00 p.m. with the meeting at 7:30 p.m. Click here for website.

Austin Public Library Genealogical Resources
Click here for website.

Did you know?
You can change your contact information or surnames on your profile page on our website? Click on the “membership account” button at the top right corner after you’ve logged in. austintxgensoc.org

What’s on the AGS Website?
Have you ever wanted to look at a handout from a meeting you attended but just can't find it? Never fear - we post them on the Members Only page of our website! austintxgensoc.org/members-only/#handout
in a 21st century online format. The journal will be offered to readers and contributors for free, on an open-access, non-commercial basis, with content available under a Creative Commons Attribution License. The scope of the journal will include any field or academic discipline associated with genealogy or family history research such as heraldry, demography, education and record conservation.

Articles will offer the reader insights into current thinking and practice and provide an outlet for theoretical and speculative ideas within genealogy and family history. Topics will be wide ranging and will include:

- Family histories which demonstrate new and innovative approaches and analytic techniques
- Locational studies
- The use of new technologies
- Software applications and databases
- The use of DNA analyses to better understand kinship
- Ancestry and populations
- Micro histories which may focus on personal, local, community and social histories.
- Ethical and legal issues surrounding the practice of genealogy

The journal will attract authors from around the world who wish to have their genealogical and family history work published in a credible form and made available to anyone who chooses to read it. All articles submitted for publication will undergo anonymous peer review, which will provide a rigorous and robust process of close scrutiny.

The Editor, Jessica Feinstein, says: "I am very excited to be part of the great team involved in this venture, and look forward to enabling authors in our field to publish academic articles that will advance genealogical research in many areas."

The editorial board will include prominent individuals from within the field of genealogy and family history as well as associated disciplines. The Journal of Genealogy and Family History is registered at the British Library with ISSN 2399-2964.
The journal was initiated and designed by the Register of Qualified Genealogists and will be published via their website at: http://www.qualifiedgenealogists.org/jgfh

For further information please contact the Editor, Jessica Feinstein by email or telephone:
editor@qualifiedgenealogists.org & 01235 531500 (evenings only).

The Register of Qualified Genealogists will be at Who Do You Think You Are Live, Birmingham NEC, from Thursday 6 – Saturday 8 April 2017 on table number 2. Come and find us for a chat and to see a preview of the first issue.............

http://www.whodoyouthinkyouarelive.com/

AGS Volunteers - Can You Help Us?
We have many opportunities for our members to participate in support of the Society and our events. Last month, I listed every position that is available. Please click here to see that list in last month’s newsletter. For this month, let’s look at the volunteer positions that make our monthly meetings great.

To make our meeting great we need about 12 volunteers each month. Here is where you can help.

Greeters – A greeter is the first person you see at the meeting. He or she says hello and gives you a handout if there is a handout for that speaker. Greeters also direct people to sign in. Greeters are asked to arrive between 6:20 and 6:30 pm.

Meeting Desk Check-In – Two or three people help with this task. They make sure we sign in, give us our name tags, welcome visitors, help with AGS registration, and collect name tags at the end of the meeting. Check-in volunteers are asked to arrive between 5:45 and 6 pm.

Set Up and Clean-up – These volunteers take care of the snack table and water for our meetings. Two are needed for set up and two are needed for clean-up. Set up volunteers are asked to arrive between 5:45 and 6 pm.
**Snacks** – We have four people bring snacks to each meeting. I highly recommend that people bring a snack they enjoy. That way, if there are leftovers, you have a treat for a few days too. Snack volunteers are asked to bring their snacks between 6:20 and 6:30 pm.

If you are interested in helping at meetings, please contact me (Debbe Tipping) at dtipping@att.net or Jean Marostica at webmaster@austintxgensoc.org.

Please refer to our [February Newsletter](#) for more information about these volunteer opportunities:

- **Publications Review Team**
- **Newsletter Contributor(s)**
- **Publicity Chair(s)**
- **Publicity - Austin Genealogical Society Facebook Page “Likers” and "Clickers”**
- **Publicity – Community Calendars**
- **Publicity – Community Newsletter Liaison(s)**
- **Grant Coordinator(s)**
- **Message Board Moderators**
- **Web page help(ers) with WordPress**

In addition, here are two new volunteer opportunities:

**Within Texas Research trip coordinator(s)**

*2-3 month commitment; 20 – 30 hours over that time*

Duties: We have great research libraries in Texas. Would you be interested in coordinating a day research trip to one of them? You research the library, pick a date, secure board approval, advertise to AGS members, and have fun on the trip.

Contact: Debbe Tipping, dtipping@att.net

**Long Distance Research trip coordinator(s)**

*6-8 month commitment; 30 – 40 hours over that time*

Duties: We have great research libraries all over the US. Would you be interested in coordinating a week long research trip to one of them? You research the library, pick a date, work with the board, advertise to AGS members, and have fun on the trip.

Contact: Debbe Tipping, dtipping@att.net

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**February Meeting Summary**
and Hospitality Report

Topic: Organizing Your Research: Making Molehills out of Mountains
Speaker: AGS Member Cari Taplin, C.G.

Cari’s presentation provided multiple ways for you to work smarter in documenting your family history. Cari emphasized developing a system that 1) allows you to quickly locate documents or facts in your files, and 2) will make sense to a curious relative if you happen to be struck by lightning.

Five useful “take-aways” from Cari's talk are provided below:

1. **Color Code Your Files**: Color coding provides an easy visual cue to shorten searches for specific folders and information as well as being an aid to quickly refile folders after use.

2. **Create A Staging Location For Unfiled Records**: Store unprocessed (unfiled) records in a wire desktop vertical file organizer on your desk so that each folder and its label is readily visible.

3. **Always Record Your Data Sources**: When acquiring new data always create a citation showing the source of the data.

4. **Back Up Your Digital Data, Preferably To An Off Site Location**: Cloud storage, and off-site backup will protect your data from computer issues or loss due to a fire. Likewise it is important to store critical or original records, letters, pictures, and important notes in a fireproof safe. Copies of these documents can be kept in your working files.

5. **Maintain A Log Of The Research You’ve Completed**: The log is typically a spreadsheet record of what you’ve discovered and the source of that information. It also a record of documents or resources that revealed no useful information – those that you shouldn’t turn to in the future

Check out Cari’s website:
https://carigenealogy.wordpress.com/

Meeting Attendance
78 attendees, with 6 visitors: Dolores Campbell, Linda Coltharp, Trish McLaughlin, Jim Ollmann, Larry
Thanks to our volunteers!
Helping at the back sign in table was Gary Pemberton, Kathy Pemberton and Judith Morris. Greeters were Lori Henry and Glenda Martin. Volunteers: Marcia Arn, Shelly Augustin, Lori Henry, Ann Kippen, Shirley Meyer, and Audrey Poche.