

Alford American
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Family Association
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Gilbert K. Alford, Jr.
Executive Assistant
December 17, 1987

President, Alford American Family Association
Captain Lodwick H. Alford
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Dear Wick:

1. Enclosed is the package of membership certificates which I mentioned on the phone. Included are some envelopes for you to mail three of them direct to Mrs. Bowman, Elizabeth Alford Williams and my Dad. There is also an envelope for you to mail all the others back to me.
2. I mentioned on the phone that I had lots of odds and ends to cover relative to the association. To the extent that you think any of these subjects is actionable by the president and you can or will pick up the lead on them, I would appreciate it. Just let me know which you are running with so we don't duplicate effort. There also may be some which you wish to veto if so, let me know and that will be the end of it. Of course there are some subjects which are just informative and action is not required. As we did once before, I've numbered the paragraphs to make reference easier for you.
3. I have received acceptance responses for the officers as follows: You for pres, Weston Adams Vice Pres, Julius Alford Treasurer, Nancy T. Alford Secretary and Nancy Alford Dietrich Genealogist-Historian. The latter was not sure she could do the job, particularly since she didn't have a computer. She called and we discussed and she decided to give it a whirl. She has a close friend there near her who has the same job in an established family organization so she can probably learn the job more quickly than any other member.
4. I've sent forms to Julius to get him so he can sign checks on the association bank account. It bothered me that I was the only one there for several months. He has signed the papers and they have been sent to Nancy for signature of Secretary. I'm in the process of sending bank statements, cancelled checks, deposit slips etc to Julius. I plan to keep a copy here and will keep the financial records on the computer as long as Julius wants me to. Unless you see a reason why we shouldn't I'm going to give him the option to move the bank account to Mississippi if he wishes. In the meantime, with the progress we have made on the incorporation, I'm having our account here converted to one for a

non profit organization which will save us some service charges.

5. Doing most of the administrative work I have noticed that there are considerable expenses involved for things such as postage, copies, stationery etc. I'm going to ask Julius for his desires concerning the way officers or members should maintain records of association expenses so that he can reimburse them.

6. As soon as I can (after the first of the year) I plan to send Nancy the file on membership applications and a computer printout of the membership. I will ~~also~~ keep her supplied with membership certificates and hope she will process the new members and coordinate the certificate signatures with you.

7. I suggest that we (you) put Weston in charge of birddogging the emblem design until it is delivered. If there is any desire to convert it into anything like pins then he can do that also.

8. When the emblem is completed we should have some letterhead prepared that contains a reproduction of the emblem along with the names and addresses of all our officers. If you'd like I can handle that locally with our printer, but I'd like design and format suggestions from you. You might be thinking about just what stationery items we would need.

9. Notwithstanding the fact that I plan to continue publishing *About Alford's* separate from the association, I can see a need for two publications by the association. Separated as we are I suspect there will be a need for a periodic executive circular prepared by and for the officers which would deal strictly with the business of each of the officers and the association collectively. There will also be a need for a periodic publication to the membership which will keep them posted on the details of the association action. I would propose that each of the officers be instructed to keep notes from which they can prepare articles for submission to the publications editor, for publication in one or both of the aforementioned publications.

10. Of course we would expect each officer to make regular reports to the membership on their respective functions. There will be a requirement for an annual report to the Missouri Secretary of State, but I don't know what that will involve yet. There may also be one required by the IRS.

11. Also because we are so separated and few of the members have ever seen any of the other members, I believe the officers should be requested to furnish the publications editor a good, current, black and white photo (head and shoulders or head only) and a rather detailed biographical sketch or personal history so that they can be published in the publication which will go to all

members.

12. I would suggest that all of us agree that we will offer and accept suggestions freely. For example if the treasurer has an idea as to something the genealogist-historian ought to do, he should feel obligated to make the suggestion, and the genealogist-historian should be required to give it consideration. I suspect it is going to take several years for us to discover just exactly what the association (and each officer) ought to be doing and how to go about it.

13. I'm going to start sending the genealogist-historian copies of certain of my records. Of course when I give up all of my file will go to the association, but it would choke a person now so I am going to pass it over as it more directly pertains to the members of the association. The information you sent pertaining to the English Alford's suggests that there should be one researcher working with the genealogist-historian who will be an "expert" on the English Alford's, and we should get that person copies of all related papers. The Ferrell will that you sent suggests that we should have an inventory of related or allied names in which we have a deep interest and there should be another researcher who specializes in coordinating the effort on these interfacing areas, particularly looking for some person or organization that is knowledgeable on each of our related surnames. (I am not suggesting that such an effort be carried out on each surname that married one of our Alford or Alford ancestors__ rather just those which might provide a major breakthrough like Ferrell.)

14. In a few days I'll be sending you and the other officers copies of the reports we received from our professional genealogist. I have sent her the 2nd \$100 and told her we would not go beyond that until the officers approved further research. I also told her I would soon be turning the project over to our genealogist-historian. We have plenty of additional research money, but I'm not sure we are getting our money's worth from her. Like I said on the phone though, she is searching and we pay her for that time. It isn't her fault that there is nothing to be discovered.

15. It is going to be time for renewal of annual dues here before long for some of the earlier members. Some thought needs to be given to what the dues should be__ keep at \$8 or change. I think we still don't have a good feel for what our annual expenses will be. In fact I think it would be a good time to go out with a plea for some more donations for start up costs. When it is time for renewal I wonder how many members are going to be asking themselves what did the association do for them, and is renewal worthwhile. Knowing your way with words I'd think you

could come up with a real good little presidential article to encourage renewal. (Speaking of that, you are welcome to all the space you would ever want in *About Alford's* for associational material.)

16. When we first began to promote the association the proposed by-laws said we would offer "founding" memberships only during 1987. Since it has taken us most of 1987 to get organized it seems as though it might be wise to extend such period for another year.

17. In some of my early remarks about the association I mentioned the need to try and contact the 8000+ Alford households in the US today. I didn't check my files, but I think it was you who questioned the wisdom of this. Many, if not most, of the contacts I have made came through this type effort. Two good examples are Col Truman Alford and Landon Alford. Although his work precluded his helping the association, he has been most cooperative and generous in his support of my effort and that of the association. We must be giving some thought as to how we are going to reach prospective members and carry on our missionary effort. I admit the reject and return rate of my technique is high, but I don't have any better idea. Got any suggestions.

18. As soon as I can I plan to ask each member to give me as complete a pedigree as is possible so that I can prepare a computerized Ancestor Table for each of the members. (This would deal with all lines, not just Alford's) Some time ago I purchased a genealogical histogram. They are large charts which have columns for Year, Name of Relative and Event, Population, Reigns and Administrations, Famous Births & Deaths, Discoveries and Inventions, Wars and Disasters, and Other Historical Events. All the columns have been filled in except the second (Name of Relative and Event) By adding information on Alford's in this column we have a very informative document to show how our Alford history relates to other national and world history. The years range from 1620 through the present year. When I can find time to load all this in the computer I want to prepare a histogram for each of our members. Unfortunately they are about the size of a horse blanket so I'll have to work out a way to provide them in a workable size and format.

19. I think I never did respond to your remark in the registration papers about why I put Alford ahead of American in our name. I did it strictly to emphasize the surname rather than the geographic reference. I might interest you to know that Christie suggested American Alford Family Association and Jim Edwards suggested Alford Family Association of the United States of America. AFA of USA make a good abbreviation or acronym, but I did not want to restrict it to U. S. Alford's as at least one of

my contacts has Canadian Alford ancestors.

20. Speaking of Jim Edwards. He agreed to take on the job of the association seals, purchasing them from a seal company in Atlanta. He placed the order for the "American Alford Family Association" and I did not realize it until the seal had been delivered. I called the seal company and they checked, but it was a legitimate order and the error was Jim's so I paid them. To keep the cost down I ordered a smaller seal as the replacement. (The larger one would have taken almost a quarter of the page) Jim also bought the gold seals for the larger one and sent them. I've enclosed copies. If you have any ideas for the use of the larger seal or seals I'd be interested in hearing. (I've not told him he made the mistake as it would not serve any purpose.)

21. As you may or maynot know I am working on a series of books related to Alford's by state such as *ABOUT ALFORDS OF OREGON AND WASHINGTON*, *ABOUT ALFORDS OF MISSISSIPPI*, *ABOUT ALFORDS OF NORTH CAROLINA* etc. I also have done several booklets on genealogies and will continue to do these and eventually have one as a master publication of genealogies of all Alford lines. I expect that before all these are completed I'll turn all or part of it over to the association, but I want to get much of it done "on my own" with help of others who may or may not be association members. I do plan to announce and publicize that I am doing the publications in cooperation with the association, and that they are sanctioned by the association. I'll submit each one to officers of the association for review and comment prior to publication and I'll provide a copy of all them to the genealogist-historian.

22. I don't know how much each of the officers are going to want to take over their work completely and how much they will expect me to help them. In view of that situation, when I send them data from the files that I have collected, I am making copies for a central association file here. I think as the local state agent for the association, the Missouri authorities would expect me to have much of the information. It will also provide backups in the event of a disaster to or death of the one with the "field" file. I'll need your help to be sure they send the "home" office copies of everything. As you can see our postage and copy expense will be considerable.

23. I'm afraid I've rambled too much, but I wanted to get this all down and passed on to you. Please don't feel obligated to address each comment. Just pick up on (or veto) that which strikes your fancy.