

Book Review

**Carmack's Guide to
Copyright & Contracts**
Reviewed by Tony Kierna
Page 2

Free On-line Interactive PAF Tutorial

Page 3

CD & DVD Duplicaton

Page 2

E-Mail Tips

By Beverly Levine Smallwood
Page 4

Electronic Pages

Links Around the World

by Frank McGovern & Dan Wertz
Page 8

Saturday, June 17, 2006

Document Organization Using Paper Port

Presented by Dan Wertz

PaperPort is software that often comes with your scanner to track and retrieve your documents, emails, pictures, downloads, etc. How does this help the genealogist? Let Dan show you how to take control of your data.

Dan, a CPA, has held numerous financial management positions in the Chicago metro area. He is now semi-retired and operates a small tax practice during the tax season. He is an active member of the Illinois CPA Society.

Dan has been actively involved in the pursuit of genealogy and his family tree since 1987. Prior to that, he "convinced" his dad to do some of the initial legwork, all of which was done on large paper worksheets. Dan has since converted those initial efforts to computer.



July 15, 2006

Computer Basics

Panel Discussion

A panel discussion covering computer basics including anti-virus, firewalls, back-ups, system restore points, defragging, organizing files and folders, etc. Bring your questions.

August 19, 2006

Software Fair

Members helping members

Break-out groups will be set up for the various programs we use or recommend including, but not limited to, TMG, Bygones, FTM, & PAF. We might even include some programs that are not designed for genealogy - like image editors.

Book Review *by Tony Kierna - Schaumburg Library Genealogy Coordinator*

We have added a book titled ***Carmack's Guide to Copyright & Contracts: A Primer for Genealogists, Writers and Researchers*** to our circulating collection. The author of the book is Sharon DeBartolo Carmack, CG. The book was published in 2005. It was added to our collection in November 2005. The call number of the book is 346.0482 CARMA The book is available to check out from our 2nd floor circulating collection.

The Chapters in this book are:

- Chapter 1 - Copyright Basics
- Chapter 2 - Fair Use, the Public Domain, and Seeking Permissions
- Chapter 3 - Illustrations, Images, Photographs, and Maps
- Chapter 4 - Works for Hire
- Chapter 5 - Collaboration Agreements
- Chapter 6 - Journal/Magazine Contracts
- Chapter 7 - Book Contracts
- Chapter 8 - Electronic Contracts
- Chapter 9 - Self-Publication Contracts
- Glossary
- Bibliography
- Resource Directory
- Still Have a Question?
- Index

This is a 119 page powerhouse of a book if you want to be sure that you cross all of your "t's" and dot all of your "i's" as they apply to using genealogical material correctly and legally. The rules of copyright are detailed and specific. You have no excuse if you do something related to using material that ultimately is determined to have been a violation of copyright law. This book is a very good book that should be in the possession of each and everyone of us that does genealogical research. This book certainly provides information on copyright material that gives me pause.

The author provides a wonderful matrix on pages 11 and 12 that gives direction as to whether a work is copyright or could be copyright under existing guidelines. I recommend that you make a copy of these pages for personal use. In a nutshell, you must be aware of these years as they apply to publications:

- Published before 1923 – material is in the public domain and cannot be copyrighted.
- Published between 1923-1968 – 28 years of copyright that could be renewed with today's laws that could give it a total of 95 years of copyright protection.

- Published 1964-1977 – 28 years first term copyright with an automatic extension of 67 years for the 2nd term.
- Created before January 1, 1978 and published between then and December 31, 2002 – copyright for life of the author plus 70 years or until December 31, 2047 whichever is greater.
- Created before January 1, 1978 but not published – copyright is life plus 70 years or December 31, 2002, whichever is greater.
- Created on or after January 1, 1978, whether published or not – copyright of life of author plus 70 years.

As you can see from the above you really need to know what you are working in order to adhere to the law and feel comfortable you are not in violation of the law.

The author does a good job of providing insightful examples as they apply to genealogy in Chapter 1 on copyright basics. Examples of questions that the author asks related to genealogical material are:

- Can I reprint several pages from a family history published in 1896? (Answer: no copyright applies because it was published prior to 1923; feel free to use the material)
- I want to reprint my grandmother's obituary. Do I need permission? (Answer: It depends. If it was published prior to 1923, no permission is needed to reprint; if it was published after that time, refer to the above matrix and determine if permission is needed to reprint.)
- Can I publish my great-grandfather's diary written in 1895? (Answer: a work created before 1978 but never published is protected for the life of the author plus 70 years or until December 31, 2002, whichever is greater. If great-grandfather died in 1939 then the work is still protected for 70 years after the death or until 2009. If you received the diary as part of a will then you can do with it what you want with no copyright worry. If you just have a copy then you must follow copyright procedures.)

The author provides many more examples of such issues that on the surface may not seem as complicated as they actually are. The lesson here is to err on the side that a work is copyright and do not abuse that privilege or you can get into trouble.

CAGG-NI Fundraising Update



For a long time, I have been wondering how our efforts have benefited us in shopping at Jewel and Dominicks. I have gone back and gathered information previously supplied by Bev Smallwood and now by Christine Clark, our past and current Treasurer and I am happy to report that we have done pretty well over the course of the last five years. We have received \$1608.47 from Jewel, Dominicks, donations from members, the sale of Bev Smallwood's census templates and Ancestry.com's affiliate program. This is the equivalent of 80 memberships at the current rate.

Our grocery shopping has netted the following:

2002	\$ 426.49
2003	\$ 408.01
2004	\$ 303.37
2005	\$ 153.75
2006	\$ 81.85

We have collected \$1,373.47 from Dominicks and Jewel. Ancestry.com has paid \$31.00 in commissions.

As I noticed that the shopping dollars have declined, I thought this might be because you have not seen the benefit of your well timed grocery shopping. I hope this update encourages you to realize that CAGG-NI benefited in the past and will in the future from your efforts. Thank you for your contributions.

Personal Ancestral File



Interested in learning about using Personal Ancestral File (PAF)? A new free on-line interactive tutorial has been developed which covers aspects from downloading and installing PAF to exporting information. It provides a step-by-step textual guide and an interactive demonstration for each aspect of the software. The tutorial is designed mainly for those who are new to PAF or may only need help in certain areas.

To view the tutorial click on <http://paftutorial.byu.edu>

CD & DVD Duplication

Wholly Genes is now offering inexpensive, short-run CD & DVD duplication (minimum quantity 20). This is ideal media to distribute interactive family histories, photos, and video. The price includes professional, full-color, ink-jet printing directly on the disk rather than a label. You can provide the artwork for this or pay extra to have the artwork designed for you.

The disks can be returned to you either bulk on a spindle or, for an additional ten cents per disk, in a paper sleeve with a clear window.

Full details including the equipment used in the process and turn-around times are on their website. Dick Eastman give more background and suggests when/how this might be desirable: http://announcements.eogn.com/2006/05/duplicate_fullc.html



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E-Mail Tips

by Beverly Levine Smallwood

I've previously written about Outlook Express and Internet Explorer, and they have not updated their versions since then, though some of the weblinks are no longer good. Please refer to the following CAGNI newsletters for those articles:

■ Internet Tips, August 2005, pages 4-5.

■ Email Filters, March 2002, pages 11-12.

■ Home Sweet (Internet) Home, May 2002, page 8.

Making Internet Bookmarks Easy to Find, by Anne Jacobs, May 2003, pages 8-10.

A new version of Internet Explorer is in Beta testing. I'll have something more to say about it once it gets released. Until then, let's talk about some other alternatives.

I've been using Thunderbird for email at work. It is free, fast and safe. I especially like the built in RSS feed reader, filters, prioritizing, and filtering on the fly. It supports POP3 and IMAP (aol).

Thunderbird has adaptive Junk Mail Filters. That is, you teach it by marking items as Junk or Not Junk. Over time you can eliminate a lot of junk from your inbox with this feature. Thunderbird includes anti-phishing protection and blocks images imbedded in your messages unless you indicate that it's safe to view them. It has advanced security features and automatic software updates.

You may read more about it and download the current version here: <http://www.mozilla.com/thunderbird/>. A very fine tutorial with screenshots telling you how to install and configure your email accounts is available here: http://opensourcearticles.com/articles/introduction_to_thunderbird_7/articles/thunderbird_15/english/part_01. At the bottom of the page you'll find links to other lessons

covering things like: creating signature files, handling attachments, the addressbook, importing email and contacts, message filtering, and accessing gmail and yahoo accounts.

If you really want to check your hotmail accounts with Thunderbird, try these two links: <http://www.lifehacker.com/software/hotmail/check-hotmail-using-thunderbird-034583.php> and <http://www.lifehacker.com/software/hotmail/check-hotmail-with-thunderbird-033099.php>.



One of the best things about it is all the email, filters, addressbooks, and other customizations are all stored together in one folder. If you are synchronizing with your laptop or moving to a new computer, Thunderbird is a snap to copy or move. The same cannot be said for Outlook Express. OE stores emails in one place, addressbook in another, and filters are stored in the REGISTRY! **Organizational Basic Tip #1 - set up multiple email accounts.**

Most ISPs allow multiple email accounts. Set one up for family and friends. Set up a second for genealogical mailing lists. Set up a third for online shopping.

Both Outlook Express and Thunderbird allow you to monitor multiple email accounts. You have a choice whether you wish to use a global inbox or whether the account should have its own inbox. I generally find it more useful to have a separate inbox for family/friends, genealogy, and shopping, however, if you prefer to

keep a single inbox, filters can segregate the messages for you.

Organizational Basic Tip #2 - set up multiple folders for catching and storing messages by topic and create filters to move messages there automatically.

Genealogy Email: Create folders for each Surname and Place in which you have an interest. Filter emails from Surname or Place lists into the appropriate folder. Highlight emails that have key words or phrases so you can read them first.

I have my folders set up like this:

Gen-Places

- CA Alameda
- IA Clinton
- IL Cook
- IL Whiteside
- Etc.

Gen-Surnames

- Cedarleaf
- Green
- Lewis
- Morgan
- Etc.

As you can imagine, the mail lists for Morgan and Green are quite busy – with people completely unrelated to me. I filter those lists into their folders and look for key words like place names, allied family names, and unusual first names. Thus, all emails from the Morgan list go into the Morgan folder, but the ones that include “Buckingham”, “Chesham”, “Hands”, “Green”, or “London” get highlighted. I get a lot of false positives on the “Green” because there are so many Green Counties, but it still helps sift through the pile.

Create a folder for instructions for each list. Typically you'll get a welcome message when you subscribe. This message tells you how to post to the list, how to unsubscribe, and other useful things. You should either store it in the folder created for the place/name or in a special “Subscriptions” folder.

E-Mail Tips (continued)

You'll want to keep it handy for when you go on vacation.

Note: Filters do not work on IMAP accounts (aol) as they are attached to your AOL inbox.

Message Filters are processed in the order listed. Once a message is matched and moved out of the inbox, no further filters will be applied to it. In Outlook Express the filters continue to look for matches so the last match will be done rather than the first. This can be controlled by adding the "stop processing filters" command to your action box.

Learn more about message filters at:

Thunderbird Client for Trumpeter User Manual - Handling Incoming Mail, Tufts Computing and Communications Services, <http://www.tufts.edu/tccs/s-thuman-h8.html>

Filters (Thunderbird), mozillaZine, http://kb.mozillazine.org/Thunderbird_FAQs_Filters
Organizational Tip #3: Label your priorities.

Larry Olson gave an email talk last year about Outlook. He recommended creating folders for @Respond and @Waiting and a few others. (The @ sign move them to the top of the list of folders.) He said we should drag new messages to the Respond folder if we didn't have time to respond immediately. Likewise, if we were waiting for a response, we should drag it to the Waiting folder. This way the inbox is kept as empty as possible and we can review what needs our attention in these other folders.

You can handle this in Thunderbird without moving the messages around through the use of Labels. Thunderbird allows you to Label messages 0 through 5. The default labels are: zero = no label (no formatting); 1 = Important (Red); 2 = Work (Yellow); 3 = Personal (Green); 4 = To Do (Blue); 5 = Later (Purple). Both the label description (Important, Personal, etc.)

and the associated color can be customized as you wish. (go to: Tools > Options > Display > Labels)



You can label messages in two ways. You can include Labeling in the filters you create for incoming messages. For instance: If the sender is Mom, label it as Personal. You can also label or unlabel it manually selecting it and pressing a number 0 through 5. Then up or down arrow to the next message. You can label many messages in a matter of seconds this way.

Once things are labeled, you can look at just the "important" stuff by selecting that from the drop down View box above the inbox. The View box provides many ways to look at your emails: All, Unread, by each of the Labels. It also comes with some built in "custom" views like People I Know (compares sender to addressbook); Recent Mail; Last 5 Days; Not Junk; and Has Attachments.

You can create more Views by clicking Custom. I created one that looks for attachments sent to my boss which I apply to the Sent folder when I need to know when I sent something or when he asks me to resend. I also have one that looks for emails over 30 days old which I use to periodically sift through and delete stuff from my sent folder. These canned and custom Views can also be applied to the RSS feeds – so I created one that looks for "Swed" in the body. This would find Swede, Swedes, Swedish, and Sweden. Now I can quickly find news announcements of interest when I don't have time to read every message.

I use the Views to review items labeled Important at least twice each day: first thing in the morning and again in the afternoon to make sure I haven't forgotten anything. Once the task is done, I either delete or file it.

If you liked Larry's suggestions last year, you could change the Labels to Respond and Waiting, etc. and use the Views to review those things requiring your attention. Meeting notes from his lecture are at <http://www.rootsweb.com/~ilcaggni/meetings/2005/200505review.html>.

If Thunderbird doesn't do something you really, really wish it would do, take a look at the extensions. Extensions are small modules that users have created to add new functionality. For instance, someone created an extension that allows you to change the subject line. You can find extensions at <https://addons.mozilla.org/?application=thunderbird>.

These notes and others will be uploaded to the website in the program review section for this talk <http://www.rootsweb.com/~ilcaggni/meetings/2006/200604review.html>.



We're looking for people to submit articles for the newsletter. You don't have to write an entire article. Submit your interesting genealogical story or let us know about an interesting website. A short paragraph will do.

Other Group Events *compiled by Beverly Levine Smallwood*

08 JUN 2006 - NAPERVILLE

**Kathryn Barrett - The WPA and Its
Records and History**

Fox Valley Genealogical Society

<http://www.rootsweb.com/~ilfvgs/index.htm>

08 JUN 2006 - McHENRY

**Kathleen Park - Finding Your Ancestor
When They are Hiding**

McHenry County Genealogical Society

<http://www.mcigs.org/>

10 JUN 2006 - SCHAUMBURG

**Meeting Cancelled in Favor of the NGS
Conference**

CAGG-NI TMG Special Interest Group

<http://www.rootsweb.com/~ilcaggni/>

10 JUN 2006 - HAZEL CREST

Cemetery Reading of First Lutheran

4135 W 127th Street, Alsip, Illinois

South Suburban Genealogical & Historical Society

<http://www.rootsweb.com/~ssghs/>

13 JUN 2006 - MUNDELEIN

Carol Knigge - Immigration to America

Lake County Genealogical Society

<http://www.rootsweb.com/~illcgs/meetings.htm>

13 JUN 2006 - SCHAUMBURG

Break Out Sessions/Small Group Discussions

STDL Genealogy Group - Contact Tony Kierna at
847-923-3396

<http://www.stdl.org/>

15 JUN 2006 - ELGIN

Map your family history

PEG MACKLE KAPUSHAK

Elgin Genealogical Society

<http://www.elginarea.org/egs/>

15 JUN 2006 - GENEVA

Problem Solving - interactive meeting

Kane County Genealogical Society

<http://www.rootsweb.com/~ilkcgs/>

17 JUN 2006 - SCHAUMBURG

Dan Wertz

Document Organization: Using Paper Port

CAGG-NI

<http://www.rootsweb.com/~ilcaggni/>

22 JUN 2006 - DARIEN

**Comparison of Genealogy Programs
and Ways to Document References**

Indian Prairie Public Library - Genealogy Group

[http://www.indianprairie.lib.il.us/
genealogy_group.htm](http://www.indianprairie.lib.il.us/genealogy_group.htm)

25 JUN 2006 - CHICAGO

Genealogy Committee Meeting

Contact: Brian Donovan (P) 773-282-7035 (Satur-
days 9-2)

Irish American Heritage Center

<http://www.irishamhc.com/programs.asp#history>

25 JUN 2006 - SKOKIE

Judy Frazin - Beginner's workshop

Jewish Genealogical Society of Illinois

<http://www.jewishgen.org/jgsi/index.htm>

08 JUL 2006 - SCHAUMBURG

**The Master Genealogist (TMG) User Group
Gerry Czadowski - Pocket Genealogist (PDA)
and John Cardinal's "On This Day"**

CAGG-NI TMG Special Interest Group

<http://www.rootsweb.com/~ilcaggni/>

08 JUL 2006 - SCHAUMBURG

CAROLE MAGNUSON

Passage Express professional DVD creation

POINTers in Person (PIP)

<http://www.rootsweb.com/~itappcnc/>

11 JUL 2006 - MUNDELEIN

**Craig Pfannkuche - Dealing with Black
Sheep in One's Family Tree**

Lake County Genealogical Society

<http://www.rootsweb.com/~illcgs/meetings.htm>

11 JUL 2006 - SCHAUMBURG

Larry Olson - Citing Your Sources

STDL Genealogy Group - Contact Tony Kierna at
847-923-3397

<http://www.stdl.org/>

15 JUL 2006 - RICHMOND, IL

**Jackie Torrence - Early Scottish History
BIGWILL - British Interest Group of Wisconsin and
Illinois**

<http://www.rootsweb.com/~wiilbig/meet.htm>

Other Group Events

15 JUL 2006 - SCHAUMBURG

Panel Discussion - Computer Basics
CAGG-NI

<http://www.rootsweb.com/~ilcaggni/>

27 JUL 2006 - DARIEN

**Br. Joseph Martin - Half of My Ancestors
Were Women**

Indian Prairie Public Library - Genealogy Group

[http://www.indianprairie.lib.il.us/
genealogy_group.htm](http://www.indianprairie.lib.il.us/genealogy_group.htm)

27 JUL 2006 - GENEVA

**Craig Pfannkuche - Analyzing 19th Century
Photographs for Family History Information**

Kane County Genealogical Society

<http://www.rootsweb.com/~ilkcgs/>

30 JUL 2006 - CHICAGO

Genealogy Committee Meeting

Contact: Brian Donovan (P) 773-282-7035 (Satur-
days 9-2)

Irish American Heritage Center

<http://www.irishamhc.com/programs.asp#history>

30 JUL 2006 - SKOKIE

**Mike Karsen - Write Your Family History
Now**

Jewish Genealogical Society of Illinois

<http://www.jewishgen.org/jgsi/index.htm>

Special Events

24 JUN 2006 - DES MOINES, IA

**14th Annual German Genealogical Confer-
ence - featured speaker: James M. Beidler**

Iowa Genealogical Society

<http://www.iowagenealogy.org>

15 JUL 2006 - WHITEWATER, WI

**Kory L. Meyerink - 3 R's of German Re-
search: Reading, 'Riting & Records**

German Interest Group - Wisconsin

<http://www.rootsweb.com/~wigig/index.html>

01-04 AUG 2006 - BYU CONFERENCE CENTER

**38th Annual Genealogy and Family History
Conference**

BYU Conferences and Workshops

<http://ce.byu.edu/cw/cwgeneal/>

30 AUG-02 SEP 2006 - BOSTON

**FGS and New England Historic Genealogical
Society Conference**

Federation of Genealogical Societies

<http://www.fgs.org/2006conf/FGS-2006.htm>

08-10 SEP 2006 - CHICAGO

28th Annual PGSA Conference

Polish Genealogical Society

<http://www.pgsa.org/meetings.htm>

30 SEP 2006 - NAPERVILLE

SANDRA HARGREAVES LUEBKING

Journey Into Genealogy

Fox Valley Genealogical Society

<http://www.rootsweb.com/~ilfvgs/index.htm>

06-07 OCT 2006 - MARSHALLTOWN, IA

Research in the Old Northwest

DAVID McDONALD & JANA SLOAN BROGLIN

Iowa Genealogical Society

<http://www.iowagenealogy.org>

14 OCT 2006 - ITASCA

**ISGS Fall Conference - Footsteps to the
Past: Making Tracks Through Research**

Illinois State Genealogical Society

<http://www.rootsweb.com/~ilsigs/index.html>

14 OCT 2006 - FOND DU LAC

Paula Stuart-Warren

Wisconsin State Genealogical Society

<http://www.rootsweb.com/~wsigs/meetings.htm>

28 APR 2007 - FT. WAYNE

Annual Meeting & Conference

Allen County Public Library

Indiana Genealogical Society

<http://www.indgensoc.org/conference.html>

16-19 MAY 2007 - RICHMOND, VA

National Genealogical Society

<http://www.ngsgenealogy.org/>

15-18 AUG 2007 - FT. WAYNE

FGS and Allen County

Public Library Conference

Federation of Genealogical Societies

<http://www.fgs.org/2007conf/FGS-2007.htm>

Links Around the World

This month's Links "Around the World" offers links on topics about German Genealogy. We hope that these links will be informative and provide you with the link that will advance your research.

ProGenealogists Family History Genealogy Group - Gazetteers, local history, maps, articles and more about how to understand genealogical research in German records.

<http://www.progenealogists.com/germany/>

ProGenealogists - The East and West Prussia Gazetteer -

<http://www.progenealogists.com/germany/prussia/>

The ProGenealogists - The Palatine Project

<http://progenealogists.com/palproject/>

GermanRoots - Resources for German Genealogy on the Internet. A wealth of info awaits you here.

<http://home.att.net/~wee-monster>

The Immigrant Ancestors Project, sponsored by the Center for Family History and Genealogy at Brigham Young University, uses emigration registers to locate information about the birthplaces of immigrants in their native countries, which is not found in the port registers and naturalization documents in the destination countries. Volunteers working with scholars and researchers at Brigham Young University are creating a database of millions of immigrants based on these emigration registers.

<http://immigrants.byu.edu>

The Society for Computergenealogy maintains several servers on which you can find a lot of information related to German genealogy. From this portal page you can access most services and databases directly:

<http://www.genealogienetz.de/genealogy.html>

Palatines to America is a genealogical society dedicated to the study of ancestors from all German speaking lands, not just the Palatinate. They take their name from the fact that some of the earliest German-speaking immigrants to the American colonies came from a region in present-day Germany known as the Palatinate and were called Palatines. They maintain a rapidly growing library that is available to all who are researching German ancestry. They also publish a quarterly journal and other publications on German genealogical research.

<http://www.palam.org>

German Culture - Find your family roots with the help of rich German genealogy resources. German archives data will be helpful in your searches.

<http://www.germanculture.com.ua/genealogy.htm>

Cyndi's List - Germany/ Deutschland - Cyndi also has a long list of German resource sites.

<http://www.cyndislist.com/germany.htm>

Xroyvision German Genealogy Resources - A very colorful website full of German genealogy stuff.

<http://www.xroyvision.com.au/genlinks/europe/germany.html>

GenealogyLinks.net - Another massive list of German links.

<http://www.genealogylinks.net/europe/germany/index.html>

The Society for German Genealogy in Eastern Europe

- This web site is devoted to the study of those people with German ancestry (generally of the Lutheran, Baptist, or Moravian faiths) who lived in present-day Poland and northwestern Ukraine. Special emphasis is placed on those who lived in the pre-WW I province of Volhynia (generally from the city of Kiev on the east to the present-day Polish border on the west) and on the pre-WW I region of central and eastern modern Poland known as Russian Poland or Congress Poland. Peripheral studies include the Kiev and Podolia provinces in Ukraine, and the regions of West and East Prussia, Posen, Silesia, and Pomerania as well as Galicia which was under Austrian rule.

<http://www.sggee.org/>

We are planning specific topics for each month and as always if our members could assist us with their help it would be appreciated. You can forward your information to the following, Dan Wertz at dan.wertz@comcast.net or Frank McGovern at mcgovern34@hotmail.com

Our Schedule for topics for 2006:

June	Maps
July	Sweden, Norway, Denmark & Finland
August	Military
Sept	Russia & former SSR Republics
October	Libraries and other major source locations
November	France
December	Spain, Portugal, South and Central America