



Pennington Research Association
Research Committee
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DATE: November 8, 1998

TO: Pennington Research Association

FROM: Gene Pennington, Research Director

SUBJECT: Part III of Plan for Research Committee

Introduction

This is Part III of our plan for the Pennington Research Association Research Committee. The draft was reviewed and your comments, suggestions and questions have been incorporated into this final version of Part III of our plan.

"As genealogists we work in the present, studying the past to share in the future. How we do it today will be tested by our descendants tomorrow."¹

Our Mission

The Pennington Research Association (PRA) was founded for the sole purpose of the collection, preservation, maintenance, and dissemination of materials relating to the genealogical structure of the Pennington Family.

We strive to be the most comprehensive source of accurate genealogical information, material and events concerning the Pennington Family.

We will strive to utilize Internet technology as an informative and educational tool for our members and all other genealogy researchers.

¹ Quote from John Vincent Wylie, Professional Genealogist in an article written in *Everton's Genealogical Helper*, July/August 1998, page 223.

Policy Statements:

1. The value of our web site for members and other researchers will flow from our Mission Statement.
 - a. The site will become a clearinghouse of Pennington Research Association "approved" information.
 - b. We will provide access to genealogical data for members and other researchers.
 - c. We will provide links to assist our members and other researchers to other genealogical sites.
 - d. We will improve communications by posting newsletters, board activities, resources, help areas for researchers, and other services yet to be defined.
2. The new web site will have a members only area. The members only area will be restricted by a password so ***only current members can visit the area***. The area will contain specific information as well as products and services for members only.
3. We will sell products and services over the web to members and other visitors. At this time it is not clear exactly which products and services we will sell to members only. The consensus is that any data the Pennington Research Association has, or will, collect (collectively or as an individual representative of the Pennington Research Association), should be sold to members only to increase the value of being a member. As one Executive Board member puts it, "If anybody can access and/or buy the data, then why would somebody become a member?"
4. We will limit the amount of data we put on the web site. We will not, for the time being, put the entire John French Master Database and other similar types of data on our web site. Instead, we will have "pointers" and "links" to assist researchers on how to obtain access to this data. Some links and resources will be for members only while others will be for any researcher to use. As one Board member stated, "On the other hand, including new and nifty links with a description could be a benefit to members and a reason to come back to our site on a regular basis. We could note that as a reason to join and could include it in a 'members only' section. A member could 'bookmark' our site and use it as a gateway to other sites w/o the need to 'bookmark' a bunch of other sites and then try to remember what these sites provide!"
5. We will include "The Vault" on our new web site in our "members only area". There was not consensus on whether or not the name should stay as the vault, however, there was agreement that we

could search later for a name which better describes the section's purpose. For example, the accepted definition of a vault is someplace that is protected and safe which contains something of value and to which access is limited by a "key" or "password". So we can include a brief description of the section by its' link on the site to help members understand what it contains.

6. The Pennington Research Association will not publish on its' web site any link to another web site without that site's approval. In addition, if the site is of value to our members and visitors, we will ask that site to post a link on their site to the Pennington Research Association web site. This type of mutual linking fosters good relationships between sites and helps visitors move around the web checking related sites. The web master shall maintain a file on the web site containing the e-mail messages requesting, and approving, the links as described in this paragraph.
7. The Pennington Research Association will not post any commercial ads or endorsements on our site or in a publication without approval by the Executive Board. The Board will evaluate each such situation or request and decide on its' own merits and value to the Pennington Research Association. It will be the responsibility of the person who is managing the web site (the Research Director) or who is publishing the item (the Marketing Director) to make the initial evaluation and to make a recommendation to the Board.
8. The Pennington Research Association will not link to any site if it has commercial ads without approval by the Executive Board. The Board will evaluate each such situation or request and decide on its' own merits and value to the Pennington Research Association. It will be the responsibility of the person who is managing the web site (the Research Director) to make the initial evaluation and to make a recommendation to the Board.
9. The following disclaimer statement was approved by the Executive Board in 1997. This disclaimer statement will be used on our web site and on all publications.

For Family Groups:

The original Pennington Family Group assignments were first designated some 30 years ago at the start of the Pennington Research Association. Constant genealogical study over the years reveals that certain groups can be combined when a common ancestor is found. This genealogical study continues. So the Family Groups represent the genealogical work done to date.

For all other Data:

The Pennington Research Association is not responsible for information released in this publication. This information has been supplied by Pennington Research Association members which is the latest and best Pennington family information available to date.

Next Phase of Research Committee Plan

1. The Pennington Research Association's new site's address is: <http://www.penningtonresearch.org> While it is "working", it is not yet ready to be used by members or the general public. Prior to its "official" opening, we will move the web pages from the current Pennington Research Association web site to our new web site. We will make any corrections, updates and add new pages as needed to have the basic site completed for its' first "official" opening.
2. We will start compiling any other needed/identified web pages right away. In addition, to facilitate the web site creation, we have assigned each section/page to one or more Assistant Research Directors based on content and area of responsibility.
3. We have published the Executive Board, Staff, Pennington Pedigrees Editors, Cousins' Courier Editor and Assistant Research Directors names and e-mail addresses (if available) on the new web site. This was approved by the Board.
4. We will publish the Pennington Research Association membership e-mail list on the new web site in the members only area. This is rather limited at the time, however, we expect it to grow as more members visit the site. It will be necessary to modify our membership application form to include a consent statement for each member to approve or not the publishing of their e-mail address on our web site and other publications (i.e., Pennington Pedigrees, Cousins' Courier).
5. We started this next phase around October 1, 1998.
6. We will complete this next phase no later than November 15, 1998.

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7. Prior to the new sites' "official" opening, we will create publicity news releases for distribution to various news and genealogical organizations and web sites.
8. Prior to the new sites' "official" opening, we will send e-mail messages to as many Pennington Research Association members as possible.
9. Prior to the new sites' "official" opening, we will send a notice to the Pennington Mailing List on RootsWeb.
10. We will produce a document for publication in the Pennington Pedigrees and Pennington Cousins' Courier. We will attempt to have this ready for the next publication.
11. The following guidelines will be used until more formal ones are adopted by the Executive Board.
 - ✓ We will include copyright statements on all our publications regardless of the medium. Some recommended statements will be sent out soon for the Executive Board's approval. The Research Committee is still drafting the statements. Until Board approval is received, we will use the statements published in our **Policy & Procedures Memo #98-3**.
 - ✓ We will always cite our sources and state if they are primary or secondary sources.
 - ✓ We will always acknowledge a researchers contribution and/or submission to our site and/or database, etc.
 - ✓ We will always place a disclaimer about secondary sources when they are cited by us.