

## **GSM BOARD MEETING MINUTES DECEMBER 5, 2009 3:00PM @ Ed Steffner's Home**

**PRESENT:** Ben Preece, Dick Bottenberg, Ed Steffner, Sandy Steffner, Paul Jansen, Theresa Tweet, Alan Smith, Janine Atchison, Judy Hamilton, Katy Paul, Janet Hopper, Doug Zbikowski, Steve Erickson, and invited guests Ron Anderson and Allan Bowles.

The meeting was called to order by Ben Preece with a quorum present. The minutes from the October 22, 2009 and November 22, 2009 were reviewed and approved as corrected. Ed S. motioned and Paul seconded.

The agenda for the meeting was reviewed and approved.

### **OPEN OFFICES & BOARD MEMBER POSITIONS: BEN P.**

Some board and potential members are questioning position responsibilities and requesting copies of the Board Operation Manual. Ben P. stated he will email the manual to all board members on his mailing list to clarify job definitions.

A question was raised as to who could fill two (2) open board positions. Ron Anderson and Allan Bowles were invited to join the board, but were not able to commit at this time.

**GSM Board as Identified for 2010:** 9 members required with 2 positions open to be filled.

Ben Preece, Dick Bottenberg, Janine Atchison, Alan Smith, Paul Jansen, Theresa Tweet, Harvey Thorliefson.

We welcome Janine Atchison, who is new to the board this coming year. The Board will need to search for a new treasurer and board member to replace Paul Jansen who has requested replacement when possible.

### **TREASURER'S REPORT: PAUL J.**

Paul combined October and November into one report.

Balance as of November 30, 2009: Checking Account : \$ 2,094.50

Savings Total: \$10,797.75 - ING \$ 3,708.24 & CD's \$7,089.51

Restricted assets for Markers: Total \$6484.56 - \$6000 GSM set aside, balance of State grant \$484.56

Total Net Assets - \$15,552.88

Paul J. requested action be taken on two outstanding Honorarium checks that were not cashed this past year. Discussion of this issue revealed it is common business practice to designate cashing checks within 180 days and that we could stamp our outgoing checks with such a designation. Alan S. motioned that the \$250 of checks not cashed in our budget be transferred from liability to income, since long passed the 180 days. Ed S. seconded and motion passed unanimously. Ed S. made the motion for the board to approve Paul J. obtain a stamp stating that GSM will only honor all checks for 180 days after they are written and that the stamp will be used on all future checks. Dick B. seconded the motion, 7 approved - Ben P. opposed.

Paul also reported a CD has come due and will be rolled over for another 9 months.

Theresa Tweet moved that the treasurer's report be approved, Ed S. seconded, and the report was approved by the board.

## **COMMITTEE REPORTS:**

### **MARKERS: ED S. and DOUG Z.**

Ed requested additional \$200 be paid to Peter Morales- the rock carver who worked on two of the markers of the grant project. Far more work/time was required than was quoted or anticipated. The board directed Ed to seek an invoice from Peter for the extra work performed to clarify the reimbursement need. Ed S. motioned to allocate an additional \$200 for work beyond spec for carving on the marker project when the invoice is submitted. Dick B. seconded and the motion was passed.

Ed S. recommended renewing the Board Liability Insurance for another year, since the Interstate Park Marker is yet to be completed in the Spring of 2010. Also, a new Legacy Grant proposal **may** be approved for more markers this new year. Al Smith made the motion to allocate \$400 to continue GSM board liability Insurance another year. Dick B. seconded with the board passing the motion.

Doug Z. reported he finished his Legacy Grant proposal and delivered it on November 23. He will also have the opportunity the first week in January to deliver an oral presentation of his request and then should know the outcome shortly thereafter.

Dick B. recommended clarification of the GSM responsibilities and parameters upon acceptance of our proposal. A meeting will be called to identify GSM ability to comply with the requirements of the grant. A request was again made for an escape clause to be included in the contract to ensure GSM integrity against unforeseen issues.

### **FIELD TRIP COMMITTEE: JANET H.**

Janet H. reported that she is planning an open meeting to discuss ideas for year 2010 after the Recognition Dinner in January.

### **LECTURES/LABS: STEVE E.**

Steve E. reported his ongoing attempts to tour St Anthony Falls will be happening in Early April, now that construction is completed on the site. He is requesting \$150 honorarium instead of \$125 -\$50 each to three students who will be conducting the lab for our tour. He is working on the reservations for the annual Spring Banquet at the Grand Buffet and lining up speakers for the next year lectures.

### **NEWSLETTER: JUDY H.**

Judy H. reports that a lot of members are not aware of publication dates. The dates are in the newsletter – and are 4 times a year- Feb 15, May 15, Aug 15, and Nov 15.

A question was raised about the potential cost of colored photos in the newsletter( marker Installations). Judy investigated and found it would cost \$1144 vs \$400 for printing the 6 photos in color. It's simply too expensive.

### **MEMBERSHIP: KATY P.**

Katy P. reported membership is up to 215 members. (Normal is 170). At present 83 members need renewal and she will start sending out reminder postcards. Membership breakdown is -136 Individual, 58 Family, 10 Students, and 11 in other supporting categories.

### **INTERNET: ALAN S.**

Alan S. reported he plans to send an email to all members with the links to our new website- **MN geology.net**- and identify the updates on our existing website – **GSM.org**.

### **OLD BUSINESS: DICK B.**

Dick reported the Recognition Dinner is scheduled for **January 23, 2010** with an Auction and Pot Luck Dinner. His committee is collecting items for the auction. A discussion of where the funds raised at the auction would be directed – led to the committee identifying that the funds will go to the GSM General Fund for continued efforts within the community and the state.

The committee will continue to advertise the event with Bill Robbins sending reminder emails and possibly starting a follow up phone tree.

The committee has decided to give recognition to more than just a few members, since there are so many to thank for all their efforts through the past years. A suggestion was made to prepare a program list of those people who the committee wishes to recognize for many years of service.

### **NEW BUSINESS:**

**2010 OFFICERS:** Dick B. – President

Janine Atchison - Vice President

Ben Preece – Secretary

Paul Jansen - Treasurer –Paul is requesting someone new to fill his position.

The New Officers of the board were unanimously accepted. Ed made the motion, Sandy seconded.

The next Board Meeting will be February 12, 2010 @ 7:00 PM @ Geologic Survey.

Dick B. will verify availability of the building.

The GSM December 2009 Board Meeting was Adjourned at 5:30 PM .

AlanS. motioned, Ed S.seconded. Motion was passed.

Respectfully submitted by Sandy Steffner, Secretary

### **Congratulations to our new officers. We are grateful for their acceptance in supporting the GSM.**

Ed and I have very much appreciated being on the Board for the past 4 years, serving as officers and as members. As we depart the Board, we want to wish everyone **The Best that the Holiday Season has to offer.**