



**MINUTES - MEETING OF THE  
AEG FOUNDATION BOARD OF DIRECTORS**

**Teleconference  
6 PM EDT (3 PM PDT), Wednesday January 6, 2016  
Action items in RED**

- 1) Call to Order and Welcome .....President Doyle
  - a) Meeting called to order at 6:03 PM EDT. President Doyle welcomed the new members and welcomed back the returning members.
- 2) Roll Call to Establish Quorum..... Secretary Gill-Shaler
  - a) Attending: President Doyle, Treasurer Cato, Secretary Gill-Shaler, Director Higgins, Director Flannigan, Director Tepel, Executive Director Bryan, Past President Fenster, Past Director Smith.
  - b) Not attending: Director Chase, Director Luce, Director West.
- 3) Agenda Additions or Changes and/or Orders of the Day (Action) .....President Doyle
- 4) Secretary's Report ..... Secretary Gill-Shaler
  - a) Changes to December 2, 2015 Minutes:
    - i) 6.b change "Chase" to 'First Bank;'
    - ii) 9.a.ii change "Quaternary Geology Fund" to "Quaternary Engineering Geology Fund."
  - b) Approval of Meeting Minutes of December 2, 2015 (Action)

**Motion: To approve the minutes of the December 2, 2015 meetings, as edited; seconded; approved unanimously.**

- c) Secretary's action on signing documents. **Director Doyle will mail the stamp to Secretary Gill-Shaler for use in signing documents.**

5) President's Report.....President Doyle

a) Jahns Lectureship 2012 Status:

- i) Discussion: AEG, GSA, and Dr. Burns do not have the backup receipts originally submitted by Scott Burns as the 2012 Jahns Lecturer. As the Board knows that the receipts were given to and accepted for payment by GSA, and a payment was made by GSA to Scott Burns, it was recommended that we pay the \$2470 to AEG as a grant for reimbursement of their share of these expenses as a matter of good faith, along with a letter from the Board stating that this is a one-time departure from our usual procedures requiring documentation, and that this closes the matter out as to the Jahns-Scott Burns 2012 lectureship.

**Motion: To approve payment of \$2470 to AEG as a grant to reimburse them for their share of the aforementioned Jahns Lecture expenses, to be accompanied by an explanatory letter from the Board; seconded; approved unanimously**

b) Bauerle Engagement Letter for FY 14/15 status:

- i) Discussion: Director Tepel's suggested changes to the Bauerle Engagement Letter, to incorporate tax preparation, were completed.

**Motion: Director Higgins - To accept the revised Bauerle Engagement Letter; President Doyle - seconded; approved unanimously**

- c) Committee and Officer Reports are due one week before the monthly teleconference or board meeting, as this allows time for Executive Director Bryan to include it in the Agenda. **Next Committee and Officer Reports are due January 27, 2016.**

6) Treasurer's Report .....Treasurer Cato

- a) Funds in accounts: On Wednesday, January 6, 2016 the Fidelity Fund had a balance of \$854,431.89. This is down \$19,926.01 from the last report 4 weeks ago (\$874,357.90 reported at the December 2 Conference Call Meeting). The Chase Checking account (Illinois) had a balance of \$10,311.94, or \$1,228.42 higher than reported a month ago (\$9,083.52 on December 2, 2015). Access to the First Bank account should be obtained within the next week. Thus, overall funds in accounts totals to approximately \$879,699.
- b) Expenses and Income: Drafts of the bookkeeping records have been internally circulated and are being reviewed. An engagement letter with the auditor to perform a review of the FY 2014-15 finances is being discussed elsewhere in this Agenda (5b).

7) Executive Director's Report.....Executive Director Bryan

- a) Executive Director Bryan has the same numbers as Treasurer Cato. Some donations are going into the wrong account, and therefore she is still crediting some donations from December, about two weeks late. Donations for the 2015/2016 are \$42,259, but expenses (\$45,918) are higher than donations.
- b) Action item: Directors need to send in their forms for Expenses in Kind (with backup receipts) and a signed Conflict of Interest statement. All Directors should abide by the Directors' Expectations document, located in the Director's handbook on Dropbox.
- c) AEG Foundation now owns the GLAT domain, and will keep the website designer we have until we get a GLAT Committee Chair, which position is currently vacant.
- d) Action item: Annual AEGF Reports for current and previous years will be sent to the Board for Review.

**COMMITTEE REPORTS** ..... Committee Chairs

8) Communications Report ..... President Doyle

- a) Need a new Committee Chair
- b) Website updates: No report
- c) AEG News Submittals - info on applications and Scholarship deadlines
- d) AEG Insider: Dave Fenster is working on a new article for the AEG Insider
- e) AEG Foundation Scholar: No report

9) Development Committee Report ..... Treasurer Cato

- a) Status of development and reorganization of Shlemon Funds.
  - i) Discussion: No written report, but primary donor Roy Shlemon communicated to Treasurer Cato that he wanted the *Shlemon Quaternary Engineering Geology Scholarship* to be substantial. As the current corpus is \$75,000, he suggested raising the corpus to \$80,000 by transferring \$5,000 from the *Shlemon Specialty Conference Fund* corpus.
  - ii) Discussion: Dr. Shlemon wants just one committee to manage all 3 Shlemon Funds. It has not been formed yet, but Dr. Shlemon wants to be part of it.

(1) Action item: The Board needs to form the Shlemon Funds Committee, and also needs to develop an application for the scholarships, including types of projects and guidelines.

(2) Action item: At this point, to facilitate timely applications, the Board will approve the SQEGS Charter, using the basic scholarship application this year, but spend some time over the eventual wording for applicants. The deadline for the application will be extended to March 2, 2016.

(3) Action item: Director Cato will send out email blasts to schools, especially in CA; he will also put an article in AEG Insider January 7<sup>th</sup>, and on the AEG Facebook page

**Motion: To transfer \$5,000 to the Shlemon Quaternary Engineering Geology Fund from the Shlemon Specialty Conference Fund, to raise the corpus of the former to \$80,000; seconded; approved unanimously**

- 10) Donor Acknowledgement Committee ..... Executive Director Bryan
  - a) No report submitted.
  
- 11) Finance Committee ..... President Doyle
  - a) Frank Kresse is no longer a committee member, and so has to be removed from the Fidelity Account. President Doyle will mail the AEGF stamp and the bank form to Secretary Gill-Shaler to sign, stamp and mail.
  - b) Action item: Committee Member John Peck will have suggestions to the Finance Committee to divest and convert some of the investments to cash because of poor performance.
  
- 12) Geoscience Internet Library Committee Report..... President Doyle
  - a) A new GLAT Chair is needed. The website has been transferred to AEGF, and we will leave it as is for now. The agreement with AEG regarding Special Publications is on hold
  
- 13) Marketing Committee ..... Director West
  - a) No report
  
- 14) Nominations Committee ..... Chair William Smith
  - a) We currently have 9 Directors, and may have up to 11 if we have enough people. 3 positions have recently been filled (Flanigan, Luce, Tepel). Nominations are tabled until fall 2016.
  
- 15) Planned Giving Committee ..... Chair John Peck
  - a) No report
  
- 16) Programs Committee Report..... Chair William Smith
  - a) Shlemon Quaternary Engineering Geology Scholarship
    - i) Discussion: As the final draft does not mention the amount of the scholarship awards, and they may increase in size and number over the years, we will leave that decision up to future committees. President Doyle suggested we take out the last 2 sentences of Page 5, paragraph on Initial Funding. Director Cato will inform Dr. Shlemon of our actions.

**Motion: to accept the Shlemon Quaternary Engineering Geology Scholarship Fund Charter as edited; seconded; approved unanimously**

- 17) SYPSC Liaison Committee Report..... Chair David Fenster
  - a) Chair Fenster is opening up a dialog, and will report by the next meeting on February 3, 2016.
  
- 18) Continuing Business.....President Doyle
  - a) No further information on the John Moylan Memorial Fund, proposed by the Kansas City/Omaha Section, or the Student Chapter Support Fund.
  
- 19) New Business; no new business
  
- 20) Next meeting will be our monthly conference call that is scheduled for Wednesday February 3, 2016, 6 pm EST
  
- 21) The meeting adjourned at 7:11 EST January 6, 2016.

Jane Gill-Shaler, Secretary

Minutes approved February 3, 2016