

**MINUTES - MEETING OF THE  
AEG FOUNDATION BOARD OF DIRECTORS  
2018 Annual Board Meeting,  
8:00 AM to 5:00 PM Sunday, September 16, 2018  
Hyatt Regency, San Francisco, CA**

**SESSION ONE (8AM – 9:15AM)**

- 1) Call to Order and Welcome .....President Cato
  - a) President Cato called the meeting to order at 8:13 AM PDT.
- 2) Roll Call to Establish Quorum..... Secretary Higgins
  - a) **Attending** Officers: President Cato, Treasurer Flanigan, Secretary Higgins; Directors: Doyle, Gill-Shaler, Hale, Lasky, Luce, Tepel, West, Smith; OM Vazquez: **Absent**  
None
- 3) Agenda Additions or Changes and/or Orders of the Day (Action).....President Cato
  - a) President Cato previewed the agenda and added items 6e, 7, 8c.
- 4) Secretary’s Report.....Secretary Higgins
  - a) Approval of Meeting Minutes of September 4, 2018 (Action)—Delayed until October meeting.
- 5) Old Business
  - a) Disbursement Policy ..... Director Doyle (Programs Committee)
    - i) Delayed until October meeting.
- 6) New Business.....President Cato  
IAEG Meeting Discussion
  - a) Lemke Awards—Six abstracts rated high, two abstracts by same author. Five awards.
    - i) **Motion: AEGF will present Lemke Award checks to Pricilla Addison, Mingdong Zang, Bryan Allen, El Hachemi Bouali, and Hannah Chapella at the 2018 Annual Meeting of the AEG/IAEG** was seconded and passed unanimously.

- b) Schedule for Silent Auction Booth—General discussion.
  - c) Award Scheduling
    - i) Lemke Awards—Coordination of presentations with meeting schedule.
    - ii) Keynote Awards—President Cato and any other Directors interested.
  - d) Donor Reception—Reception is Wednesday evening and will be extended one hour due to overlap with field trips.
  - e) Items for AEG Lucheon—Discuss Shlemon Conference and E-Store
- 7) Shlemon Conference
- a) Proceeding with logistics. OM Vazquez, John Peck and Gary Luce will meet this week. Need to do an amendment to OM Vasquez’s contract for her work on the conference.

## SESSION TWO (9:15AM – 12PM)

- 8) Foundation Plan Strategic/Business (9:15AM – 11:15AM)..... President Cato/Director Hale
- a) Fund Sustainability ..... Treasurer Flanigan
    - i) Treasurer Flanigan led a discussion related to future budgets and support of the Johnston Fund. Potential models of assessment of funds to support operations may include 1) Critical criteria for fund sustainability, 2) Define criteria for incoming funds, and 3) Develop criteria for sunseting non-sustainable funds.
    - ii) A Johnston Trust could be built up possibly by an income allocation each year.
    - iii) Potential income sources: Operations funding from AEGF fundraising and membership/sponsors. Scholarships funding may be generated by fund champions and sustainable funds will not require champions.
  - b) Strategic Business ..... President Cato/Director Hale
    - i) Discussion of need for Board policy and fund sunseting procedure that would be in each fund charter.
    - ii) President Cato appointed a **Fund Life Cycle Policy Committee** consisting of Director Luce (Chair), Treasurer Flanigan, and Director Doyle.
  - c) Treasurer Flanigan briefly explained a draft of the 2019 budget.
- 9) AEG Foundation Memberships (11:15AM – 12PM) ..... Marketing Committee
- a) Discussion of yearly sustaining membership in AEG Foundation to aid expansion of support and to broaden base of donorship. Will help to market and advertise mission of Foundation. Donors automatically become members of the foundation. Possibly different levels of membership discussed.

- b) **Action Item—OM Vazquez, AEGF needs to check IRS and CA corporation laws for membership.**
- c) **Motion to implement an AEG Foundation membership model (pending research of IRS and California State regulations governing non-voting membership) was seconded and passed unanimously.**
- d) **Action Item: President Cato appointed a committee consisting of Directors Luce and West to work with the President to establish details of membership levels and circulate to Board by email.**

### **LUNCH with AEG EC (12PM – 1PM)**

### **SESSION THREE (1PM – 2:15PM)**

#### 10) Beardsley-Kuper Fund Discussion (1PM – 1:30PM) ..... Tom & Dorian Kuper

- a) Tom and Dorian Kuper discussed their plan for fundraising and growing the Beardsley-Kuper Fund. They want to expand fundraising activities from their personal business clients, friends and companies to other geology related companies and non-geology related companies/foundations. The AEG Foundation Board was in general agreement with their plans and encourage them to be fund champions.

#### 11) Fundraising (1:30PM – 2:15PM) ..... Treasurer Flanigan

- a) 2019 Golf Tournament—Planned for Monday afternoon of the 2019 AEG meeting. Director Flanigan would like to recruit help from a Board member.
- b) Planned Giving
  - i) Treasurer Flanigan led a discussion on planned-giving through inclusion of the Foundation in donors' wills. At present we don't know who has included the Foundation in their will. We should make it very easy for donors to include the Foundation, possibly by providing guidance to donors through Fidelity links on the web. Treasurer Flanigan will meet with John Peck to discuss improvements in the information we provide donors on planned-giving.
- c) Corporate Relationships (Discussions)
  - i) Small vs Big Corporations—Small Corporations are relatively easy to approach for small, one-time donations. Large corporations require lead time to get donations into their yearly budgets. AEGF needs to research which foundations may have some interest in donating to engineering geology education/research.
  - ii) Charitable Giving—General discussion of marketing Charitable Giving.
    - (1) **Action Item: Move the Charitable Giving link to a higher level on the website to make it more visible.**
    - (2) **Action Item: Share with public the number of senior professionals that have put the AEGF in their trust.**
- d) USGS Fact Sheets (White paper); AEG Advocacy

- i) Role of Engineering Geology—Treasurer Flanigan briefly described his thoughts on the need to prepare white papers to help market the field to high school students, companies, and legislators. For example USGS Fact Sheets or similar could be used.

**SESSION FOUR (2:15PM – 4PM)**

12) Marketing (2:15PM – 3PM) .....Director West

- a) General discussion on visibility of engineering geology and internships for students.  
**Action Item: Director Luce will research companies on how their internships work.**  
Further Board discussion is planned.

13) Officer Succession Plan (3PM – 3:30PM) .....President Cato/Treasurer Flanigan

- a) Board general discussion on orientation for new Board members. Possibly use compliance calendar, etc. More discussion in future.

14) Committee Restructure (3:30PM – 4PM).....President Cato/Director Doyle

- a) Discussion delayed until future meeting.

**Meeting adjourned at 3:38 PM to move into closed session.**

**SESSION FIVE – Closed Session (4PM – 5PM)**

15) Nominations Committee (4PM – 4:30PM).....Secretary Higgins

- a) Director commitment for 2019

**Session was opened for item 15 b).**

- b) Election of new Directors / extensions

- i) **Motion from Nominations Committee to elect Rosalind Munro and Nichol Vetter as AEG Foundation Directors for a three-year term was seconded and approved by a unanimous vote.**

- ii) **Motion from Nominations Committee to elect Gary Luce to complete resigning director Hale’s term (January 1 to December 31, 2019) was seconded and approved by a vote of 9 yes, 1 abstain, 1 absent.**

- c) Election of Officers—Delayed until October meeting.

**Session adjourned at 4:30 PM to move into closed session.**

16) Operation Manager Review (4:30PM – 5PM) (closed session) .....President Cato

**Session Opened at 4:50 PM**

**SESSION SIX**

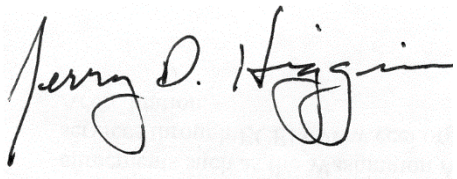
17) Additional Business .....President Cato

- a) None

18) Next meeting October 1, 2018 at 3PM Pacific / 6PM Eastern

19) Adjournment—Meeting was adjourned at 5:13 PM PDT by a unanimous vote.

Respectfully submitted by:

A handwritten signature in black ink that reads "Jerry D. Higgins". The signature is written in a cursive style with a large initial "J" and "H".

Jerry D. Higgins, Secretary

Approved: 11/05/2018