



MINUTES - MEETING OF THE AEG FOUNDATION BOARD OF DIRECTORS

**Thursday, August 9, 2012
Teleconference**

1. Call to Order and Welcome
Meeting was called to order at 4:01 PM MDT by President Bryan
2. Roll Call to Establish Quorum
Present were President Patty Bryan, Treasurer James May, Secretary Bill Smith, Directors Briget Doyle, David Fenster, John Peck, Allen Shaw, and Executive Director Becky Roland. Unable to attend: Directors Scott Burns and Eric Chase.
3. Agenda Additions or Changes and/or Orders of the Day (Action)
 - a. Drop 19d & 19e
4. Secretary's Report
 - a. Approval of June 12, 2012 Meeting Minutes(Action)
 - b. Approval of July 24, 2012 Meeting Minutes (Action)

MOTION: To approve the June 12 and July 24 Meeting Minutes.

Seconded

Approved unanimously

- c. Secretary's action on signing documents
Secretary Smith has signed the minutes of the May 5-6, 2012 BOD meeting.
5. President's Report
 - a. Recent Activity
 - i. Bauerle selected as new CPA firm
 1. Signed engagement letter
 2. Walters reviewed engagement letter and found no irregularities.
 3. Field work will start August 23.

- ii. Foundation Management/Legal
 - 1. Walters noted there is no conflict with AEG at this time, and he would notify the Foundation if there is an issue that would require different counsel.
 - 2. Board consensus is that there is no need for a change at this time.
 - b. Other Issues under Continuing and New Business.
6. Executive Director's Report
- a. Lemke Selection Committee is being set by AEG President and will include past directors of the AEG Foundation.

MOTION: To approve 8 scholarships of \$300 each for the Lemke Scholarships for the Salt Lake City Meeting.

Seconded

Approved unanimously

7. Treasurer's Report
- a. Review of July 2012 Financials (if available)
 - i. Review of FY 2011/2012 Budget vs Actuals
 - ii. \$874,862 in Fidelity as of today
 - iii. July statements just received, so July financials will be sent at a later date.

COMMITTEE REPORTS Committee Chairs

8. Nominating Committee..... no new report
- a. Second Term, Director Succession, 2013 Officer slate
9. Finance Committee
- a. Finance Committee Report submitted to the Board with the results of the fiscal year.
 - b. Banks can no longer consider preferred shares to be Tier 1 so they are being redeemed. This affects the Foundation and these sales need to be re-invested. Director Peck proposes that the remaining \$60,000 that needs to be reinvested be placed in Prudhoe Bay Royalty Trust (Alaskan Oil Field) which is currently providing 8.5% income.
 - c. The Board asked that Director Peck get input from the Finance Committee and that they concur with the suggestion.
10. Development Committee Report
- a. Executive Director Roland will send an email draft of an invitation to the Cornerstone Fund Advisory Committee to Tepel and Bryan for approval. Room TBD.
11. Marketing Committeeno report
12. Donor Acknowledgement Committee.....no report

13. Donor Reception Committee

- a. Invitation letter reviewed
- b. Hotel will provide bartender service and allow the Foundation to bring its own wine.
- c. Invitations will be sent to all donors over \$200.

14. Website Committee

- a. Had a conference call this week
- b. Finalized the list of changes wanted
- c. Will contact recipients for photos and quotes.
- d. Will review other sites to finalize the new graphics wanted – goal is to have to web designer by the 23rd so items can be completed by the Annual Meeting.
- e. Need to clarify the Applications Page so Research and other grant applications can be added.
- f. Programs (not Program) Committee
- g. Will add Calendar of Events with application deadlines.

15. Programs Committee Report

- a. Sent the form for the Research Grant Application.
- b. Board consensus is to change Finance Committee Chair approval of funds available to Treasurer then post the Research Grant Application on the website.

MOTION: To approve the Research Grant Application as modified.

Seconded

Approved unanimously

16. Geoscience Internet Library Committee Report

- a. President Bryan sent the Board samples of the privacy policies from the attorney. The GLAT Committee and Board is asked to provide input on which of the samples they prefer. President Bryan also sent a markup of the Terms and Conditions from the attorney. The GLAT committee and Board is asked to review and comment.
- b. Attorney noted there is no need to require a sign-in before accessing the information on the site.
- c. Julie Keaton contacted the Water Resources Library several months ago regarding using student help to scan and upload documents. She will contact again to make arrangements. Secretary Smith is asked to follow-up regarding status.

17. Silent Auction Committee Report

- a. Donna Schmitz has a \$100 gift card from Best Buy, and will likely need to purchase a gift certificate for the TV. This will be paid by part of the donations specific to the fundraiser.

- b. Jane Gill-Shaler is selling tickets for the chance to win the quilt and will bring the sales proceeds with her to Salt Lake City.
 - c. Donna has completed the signage and has donations for the mini-silent auction ready.
18. SYPSC Scholarship application liaison
- a. Student Chapter Grant Program
 - i. YES Network Sponsorship – SYPSC may ask the Foundation for support. www.networkyes.org
 - ii. An email announcing the program was sent to all student members.
 - iii. Executive Director Roland will send the Grant Application to the web editor to post ASAP.
19. Continuing Business
- a. AEG Needs Assessment – Committee will be making a presentation to the AEGF Board at the September AEGF Board Meeting.
 - b. Shlemon Specialty Conference
 - i. Waiting for application on Shlemon Specialty Conference on Dams - due next week.
 - c. AEGF Officer Roles (David Fenster)
 - i. Finalized and Board will review annually.
 - d. Legget Grant for 43rd Symposium on Engineering Geology
 - i. Executive Director Roland will scan the cover and TOC for the Board.
 - e. Annual Meeting planning
 - i. Lunch with AEG EC – topics to include MOU and any additional topics the Board would like to have discussed.
 - ii. Executive Director Roland will get the lunch costs to President Bryan, as AEG has asked if the Foundation would cover the cost.
 - f. Back up of AEGF files and President's files on the web, cost estimates, status
 - i. Executive Director Roland is working on Dropbox and will provide CDs at each face-to-face meeting
20. New Business
- a. Guidestar Free Webinar – Introduction to Google for Non-profits.
 - i. Executive Director Roland will try to attend, but it is the first day of the CPA field work. Other Directors are not able to attend.
21. Set time and place of next meetings September 18, AEG Annual Meeting
22. Adjournment..... Meeting adjourned at 4:57 PM.

Minutes: AEG Foundation Teleconference, 9 August 2012

Minutes approved September 18, 2012.

William K. Smith, AEG Foundation Secretary