



MINUTES - MEETING OF THE AEG FOUNDATION BOARD OF DIRECTORS

2012 Spring Board Meeting,
May 5-6, 2012
AEG Headquarters, Denver, CO

SESSION ONE

1. Call to Order and Welcome

Meeting was called to order at 8:50 AM by President Bryan

2. Roll Call to Establish Quorum Quorum established

Present were President Patty Bryan, Treasurer James May, Secretary Bill Smith, Directors Scott Burns, Eric Chase, Briget Doyle, David Fenster, John Peck, Allen Shaw and Executive Director Becky Roland. Robert Tepel, AEG Foundation Past President and current Development Committee chair attended as a guest for the entire meeting. John Williams (San Jose State Univ.), J. David Rogers (Missouri Institute of Science and Technology), Abdul Shakoor (Kent State Univ.), Darrel Schmitz (Mississippi State Univ.), Bob Mitchell (Western Washington Univ.) and Thomas Oommen (Michigan Tech Univ.) joined the meeting by phone for the Cornerstone Fund/Program.

3. Agenda Additions or Changes and/or Orders of the Day (Action) President Bryan

4. Secretary's Report Secretary Smith

a. Approval of Meeting Minutes of February 29, 2012 (Action)

MOTION: To approve the February 29, 2012 Meeting Minutes as presented.

Seconded

Approved unanimously

b. Secretary's action on signing documents

i. Will sign the February minutes now that they are approved

5. President's Report..... President Bryan

a. Recent Activity

i. Scholarship Application now online processing

ii. Scholarship Awardees have been selected

- iii. Will be discussing scholarship qualifications later in agenda
 - iv. Will be discussing the Student Chapter Grant program later in the agenda, but the Foundation now has funding for the program.
 - b. Goals for this meeting
 - c. President’s Goals for the Foundation
 - d. Other Issues under Continuing and New Business.
- 6. Executive Director’s Report..... Executive Director Roland
 - a. Reviewed scholarship processing/status
 - b. Reviewed Annual Report status
 - c. Other report items are noted within the agenda
- 7. Treasurer’s ReportTreasurer May
 - a. Review of 1st Quarter and April 2012 Financials.
 - b. FY 2011/2012 Budget consideration and approval
 - i. Executive Director Roland to send the Board Expense Form to Directors
 - ii. Budget was revised and voted on Sunday, May 6

MOTION: To approve the FY12-13 Budget as amended.

Seconded

Approved unanimously

- c. Review and Accept Treasurer’s Report

MOTION: To Approve Treasurer’s Report as amended.

Seconded

Approved unanimously

SESSION TWO - COMMITTEE REPORTS Committee Chairs

- 8. Nominating Committee..... President Bryan
 - a. Name Committee
 - i. Treasurer May and Directors Fenster and Burns volunteered to serve on the Committee.
 - b. Submit report at Annual Meeting, provide requirements, notify candidates to join meeting, elect as of 1/1/13
 - c. Second Term, Director Succession
 - i. William Smith is willing to serve a second term (term ending 2012), as is Eric Chase (term ending 2013)
- 9. Finance Committee Chair Peck
 - a. Reviewed the Finance Committee Report, which was sent to the Board with the Meeting Agenda.
- 10. Development Committee Report..... Chair Tepel

- a. AEG Foundation Endowed Chair Fund/Advisory Council (see call notes below).
11. Marketing Committee President Bryan
- a. Identify Committee Chair and members
 - i. Eric Chase – Contact [person Eric knows] who has worked with charitable giving arms with corporations; contact that has online donation programs
 - ii. Scott Burns – volunteered to Chair
 - iii. John Peck – volunteered to serve on committee
 - iv. Possible other members
 - 1. [Six potential committee members were identified.]
 - v. Becky Roland to assist
 - b. Mission and goals
 - i. What can we tackle now?
 - ii. What would be tackled next?
 - iii. Develop SMART objectives.
 - iv. Look at other programs (AAPG, etc.).
 - v. Focus the message to make it easier to identify with a fund – ex: Stout within Southern California, etc.
 - vi. Use key industry words, like sustainability.
 - vii. Involve environmental, mining, and railroad industries.
 - viii. Large companies that identify with environmental and engineering geology, like REI, Columbia Sports, and Subaru.
 - ix. Advertising and small filler pieces for AEG NEWS.
 - x. Branded advertising/forms.
12. Donor Acknowledgement Committee..... Director Chase
- a. Program has been implemented.
 - b. Thank you cards are being sent monthly with \$100 or more requiring a card.
 - c. Letter of acknowledgement with IRS language is sent when any donation is made.
 - d. Executive Director Roland is to send a notice at the end of the year with a summary amount of donation per donor for that year.
 - e. Executive Director Roland to send AEG Board names to President Bryan, who will send thank yous.
 - f. Executive Director Roland to send donor list to AEG Section Chairs each month and ask them to thank donors as a list and PowerPoint slide (copy Board with this information for the previous year's donors).
13. Donor Reception Committee President Bryan
- a. Identify Committee Chair and members
 - i. Greg Hempen – Chair, will pursue sponsorship

- ii. Briget Doyle
 - iii. Bill Smith
 - iv. Scott Burns (wine selection)
- b. Invite students/grantees to participate and present
- c. Reception tentatively set for Wednesday, September 19 from 4:30-5:30PM, depending on the schedule for the special event. Executive Director Roland will check on the size of the AEG President's Suite for possible location.
- 14. Website subcommittee Report President Bryan
 - a. Identify Committee Chair and members
 - i. Briget Doyle – Chair
 - ii. Scott Burns
 - iii. Eric Chase
 - iv. Becky Roland
 - b. Large type, Lighten up, more modern, board biographical schetches, more photos
 - c. "Choose your passion and support it!"
 - d. Show within PowerPoint at Annual Meeting
- 15. Programs Committee Report Chair Smith
 - a. Charter Review and Revisions

Charters for the Beardsley-Kuper, Legget, and Lemke Funds were reviewed. No changes to the charters were recommended. Recommended reallocation of monies within the Lemke Fund.

MOTION: To approve moving \$20,000 from Lemke Other Conferences to Lemke Annual Meeting.
 Seconded
 Approved unanimously

 - b. Proposed K-12 Charter
 - i. K-12 Committee with AEG is responsible for developing a Charter for AEG review.
 - c. Application Forms for Research, Continuing Education Grants
 - i. Director Smith will have draft applications for Board review on the next call.
 - ii. President Bryan will send the proposal that Chris Stohr did for Research Funding to Director Smith to use as an example.
- 16. Geoscience Internet Library Committee Report..... Director Fenster
 - a. Name Members
 - i. James May
 - ii. Gregory Hempen

- iii. Allen Hatheway
 - iv. Susan Steele Weir
 - v. Perry Rahn
 - vi. Bill Smith
- b. Contract Review
 - i. Julie Keaton has a proposed contract through June 30, 2012. Julie will be retiring after the contract is complete.
 - ii. Need to get login information from Dan O'Brien for logging in as a visitor/member.
 - iii. Need to get a status from Julie Keaton.
 - iv. Set up a conference call with the contractors and interested Directors. Executive Director Roland will work with Director Fenster to set up a call. Need to develop a Scope of Work and file scanning.
- 17. Silent Auction Committee ReportChair Schmitz
 - a. Raffle large items
 - b. Silent Auction of Small Items
 - c. In exhibit hall and next to registration
- 18. SYPSC Scholarship application liaisonDirector Chase
 - a. Student Chapter Grant Program

SESSION THREE- ENDOWED CHAIR/FUND WORKSHOP (1 PM to 3 PM MDT Saturday, May 5, 2012)

- 19. Endowed Chair/Fund – Cornerstone Fund (Teleconference with Advisory Members)
 - a. Review of Draft Fund CharterBob Tepel
 - i. Mr. Tepel requests edits to the Fund Charter by email by July 1.
 - ii. Goal is to have final draft for AEG Foundation Board approval at the Annual Meeting.
 - b. Abdul Shakoor noted current issue with Kent State's recommendation that the engineering geology program be folded into climatology when Abdul retires. There is a need to support successful programs under threat. This is also happening within geotechnical engineering.
 - c. David Rogers noted that AEG and Geo-Institute should consider positioning the organizations to become involved in the green initiatives and other growing industries that will help protect the profession as a whole.
 - d. Funding is going to multi-discipline research on geo-engineering.
 - e. Lists of departments are available through Scott Burns, AGI and NGWA.
 - f. Look at Core Competencies, not necessarily titles of programs/courses.

- g. For the question of large vs. small grants, we need to know the current threats and costs for these departments/positions. May wish to start with AEG Student Chapters that are under threat and then contact the university to see what is needed to maintain this program (advocate for and help with funding).
- h. State licensure can be an influence on maintaining programs.
- i. Bob Mitchell will send the wording of the agreement that Western Washington University has for endowment program.
- j. Might want to address how engineering geology fits within future energy initiatives/programs/projects.
- k. Executive Director Roland will send the draft charter to the advisory committee.
- l. Robert Tepel will work with Executive Director Roland to send out information from this discussion for additional action.
- m. Work in language to accept large and small donations towards this fund.
- n. Directors are asked to send a one-page summary of what they received from this discussion to Executive Director Roland to summarize with the notes.

SESSION FOUR- PLANNED GIVING WORKSHOP

- 20. Planned Giving Workshop..... Executive Director Roland
 - a. Explained Legacy Circle concept
 - b. Action Items
 - i. Develop material and be sure to note trust or will as ways to address Planned Giving.
 - ii. Establish a Planned Giving Committee
 - 1. John Peck will Chair
 - 2. Scott Burns, Allen Shaw and Becky Roland will be on the Committee
 - iii. Prepare presentation for the Past President's Lunch at the Annual Meeting
 - 1. Presentation
 - 2. Mailing ahead of meeting
 - 3. Follow-up letters drafted

SESSION FIVE

- 21. Continuing Business President Bryan
 - a. Insurance Coverage – tabled for more information
 - b. GeoScience World mobile optimization - AEG request for 1st year cost of \$3,600 from Legget Fund
 - i. AEG is asked to apply for funding through the Legget Fund. Funding request will be next fiscal year.

MOTION: To approve funding for up to \$3,600 to AEG for the GeoScience World mobile optimization for the 1st year.

Seconded

Approved unanimously

- c. AEGF Outreach Fund – AEG Executive Council and Strategic Planning Committee requests funding for outreach initiatives; strategies to work collaboratively with AEG outreach initiatives
 - i. AEG Committees are currently developing specific requests
- d. Shlemon Specialty Conference proposal February 2013 – Guidelines for the Practicing Professional.
 - i. Geo-Institute declined to participate in the development of a publication on the Bodies of Knowledge
 - ii. Conference is still planned for Spring 2013
- e. AEGF Officer Roles (David Fenster)
 - i. Director Fenster will use input provided by Robert Tepel and others and send the latest draft to the Board for consideration
- f. Legget Publication Grant for \$3,900 for proceedings of the 43d Symposium on Engineering Geology and Geotechnical Engineering - Water, Soils and Sustainability in the Intermountain West, which was held at UNLV in March, 2011.
 - i. We were not provided a copy of the Proceedings. Director Peck will contact Barbara Luke for a hard copy and CD.

Meeting recessed at about 4:20 PM.

Meeting reconvened Sunday, May 6, at 9:00 AM with all Directors, Executive Director Roland, and Development Committee Chair Tepel present.

22. New Business

- a. AEG Needs Assessment – funding request
 - i. Board consensus is to support this effort.
 - ii. AEG Foundation may wish to consider managing this project as a benefit to the profession.
- b. Research Grant Proposal
 - i. Need to develop a Research Grant agreement

MOTION: To approve funding of \$5,000 for a research project in Turkey.

Seconded

Approved unanimously

- c. Improvements to Scholarship Application – how to ensure qualified candidates are applying
 - i. Marliave questions to add
 - 1. a requirement that the applicants are current graduate students

2. "Describe your involvement in AEG" and "What do you anticipate as your future involvement in AEG?"
3. Recommendation from Student Advisor, Section Chair or Active Member of AEG
4. President Bryan will contact Paul Santi and Director Chase will relay this to the AEG Student and Young Professional Support Committee.

d. Contract Review – PAMC (Closed Session)

[The contract with Phoenix AMC for the Foundation's administrative services was discussed.]

23. Comments for the good of the Foundation
24. Set time and place of next meetings June, July, August 2012, and annual meeting.
25. Adjournment -- Meeting adjourned at 11:08 AM May 6.

Minutes Approved June 12, 2012

William K. Smith, AEG Foundation Secretary