

MGWA MINUTES

Minnesota Ground Water Association
Board Meeting Minutes
Regular monthly meeting

Meeting Date: Tuesday, July 16, 2019

Attendance:

Kate Pound, President; Julia Steenberg, President-Elect; Vanessa Baratta, Treasurer; Andrew Retzler, Secretary; Jane de Lambert, Social Coordinator; Sean Hunt, WRI; Jeanette Leete, WRI; Andrew Streitz, Newsletter (via phone)

Agenda:

Approved.

Past Minutes:

May Board meeting minutes – approved. June Board meeting minutes – approved with revisions.

Reports:

Treasurer:

- Baratta shared the Treasury Report with the Board – total income is \$66,686.31, net income is \$22,411.44, and total assets is \$94,120.40 for the period of January 1, 2019 to July 16, 2019.
- Leete updated the 2019 budget so that the \$15,000 MGWA transferred to MGWAF is reflected in the previous year's budget (2018). The net income as reported above is more revealing of the income generated by the 2019 Spring Conference.

Newsletter:

- Streitz met with Jim Aiken to ask about how Newsletter advertising may be affected by the new digital format currently in the works. Aiken responded that most corporate partners choose to advertise on the Newsletter as a means to show support for MGWA and less so for generating business.
- Streitz thinks the Newsletter Team will be able to continue with the new format without having to incorporate ads.
- Leete commented that the advertising revenue was originally set-up as a means to pay her for putting together the Newsletter. Leete also explained that without advertisements she would not be required to submit a Form 990-T to the IRS.
- Streitz also reported that Aiken believes it would be more beneficial to have these corporate partners participate as exhibitors during the conference meetings versus giving them advertising space.
- The Board discussed the exhibitor solicitation process through MGWAF and the complications of this process for state employees. Steenberg suggested that both MGWAF and the MGWA President work together to help gather exhibitors in the future. Leete recommended working more closely with MGWA retiree members to avoid any state employee conflicts.
- Pound will email MGWAF regarding the conference exhibitors process and also share Leete's recommendation to have retiree members help.

Management (WRI):

- Leete reported that the June Newsletter was completed.
- Hunt has done some small web page updates (including white paper updates working with Streitz) and he is unsure whether or not Ole Olmanson had reinstalled the web server.

MGWA Foundation:

- Considine was not available for a MGWAF update.
- Leete has been working on MGWAF's finances to get everything in order for tax reporting.
- Hunt has been compiling a spreadsheet of past and current funding requests to better track these numbers in the future.

Social Coordinator:

- de Lambert would like to schedule another social hour event for early Fall. de Lambert believes that 3 social hour events per year might be a more appropriate spacing versus 4 per year. The Board agreed.

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- de Lambert and the Board discussed scheduling and venue options for the proposed early Fall event, settling on sometime around mid-September and possibly at Salut on Grand Ave. de Lambert will contact Salut to check that it will be suitable as the venue.
- de Lambert will contact the Board when details are finalized so that Hunt can send an email notification out to the membership. de Lambert will then also make a Facebook event.

White Paper Committee:

- Streitz said the White Paper Committee (WPC) is meeting next week and that the Chloride paper is moving along nicely.
- Streitz stated that the WPC is working to launch the next white paper from Carrie Jennings proposed topic.
- Hunt and Streitz discussed the application process for workgroup volunteers. Hunt recommended that Streitz and the WPC review the past application documents and determine whether to make a new, generic document. The WPC will review these documents at their next meeting and report back to Hunt. Once finalized, Hunt will email the membership regarding the application process.
- Streitz reported that there is currently no liaison or scoping document for the new white paper as of yet.

Education Committee:

- Steenberg provided an update on the Field Trip & Workshop Subcommittee (FTWS) to the Board. The FTWS will be meeting tomorrow with Jim Stark to discuss better ways in which to reach out to Legislators.
- Pound provided an update on the Education Committee (EC) to the Board.
- The EC is interested in participating in the upcoming Metro Children's Water Festival, but needs more time to learn about the festival and prepare something. The EC will send one or two members to this year's event to observe and report back.
- Leete will look for past summary documents that the Metro Children's Water Festival used to send and pass them along to Pound and the EC to review.
- The EC drafted several evaluation criteria alongside a project proposal funding request form that closely matches the form required by the MGWAF. Pound shared these items with the Board to discuss.
- The EC has also proposed to form a Portal Workgroup, intended to brainstorm ideas and help investigate the possibility of creating a new educational web space on the MGWA web page, titled "the Portal". Pound shared the Portal Workgroup scoping document with the Board for review. Baratta moved to approve the Portal Workgroup and their scoping document; Steenberg seconded; motion passed.

Other Business:

Operations Manual:

- Considine was not available for an update.

2019 Fall Conference:

- Pound shared with the Board a draft summary of the proposed conference topic. The Board will continue to review this summary over the course of this week and submit any further comments to Pound. Afterwards, Pound will send the finalized summary to Hunt to send out to membership.

MGWA Swag:

- Pound said the EC has been discussing MGWA-branded goods.
- The Board discussed possible options, including offering the branded goods to those who attend MGWA field trips. This would make placing orders simpler. Any extra items could then be sold at conference meetings.
- Pound will notify Leete which EC members were interested in the branded goods and Leete will send them the catalog of the merchant that MGWA has used in the past.

Action Items:

- Pound will email MGWAF regarding the conference exhibitors process and also share Leete's recommendation to have retiree members help.
- de Lambert will contact Salut regarding a possible mid-September social hour event and finalize plans. Once finalized, de Lambert will create a Facebook event and also send event details along to Hunt to email out to membership.

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- Streit and the White Paper Committee will review the past workgroup application documents at their next meeting and report back to Hunt with any changes. Once finalized, Hunt will email the membership regarding the application process.
- Leete will look for past summary documents that the Metro Children's Water Festival used to send and pass them along to Pound and the Education Committee to review.
- The Board will continue to review Pound's fall conference summary over the course of this week and submit any further comments by email. Afterwards, Pound will send the finalized summary to Hunt to send out to membership.
- Pound will notify Leete which Education Committee members were interested in the branded goods and Leete will send them the catalog of the merchant that MGWA has used in the past.

Note - No formal August Board Meeting.

Next Meeting:

Tuesday, September 24, 2019, 11:30am-1:00pm at Fresh Grounds Café, 1362 West 7th Street, St. Paul, MN