

MGWA MINUTES

Minnesota Ground Water Association
Board Meeting Minutes
Regular monthly meeting

Meeting Date: Tuesday, July 21, 2020

Location:

- Meeting was called to order at 11:34 AM. The meeting was held as an online Zoom Meeting

Attendance:

- Kate Pound, Past-President; Julia Steenberg, President; Vanessa Baratta, Treasurer; Michael Ginsbach, Secretary; Sean Hunt, Management; Sherri Kroening, Newsletter; Jennie Leete, Management; Karen Gran, North Central GSA chair

Agenda:

- Approved.

Past Minutes:

- Steenberg moved to approve. Baratta seconded the motion. All voted in favor, motion was approved.

Reports:

Treasurer:

- Baratta shared the Treasury Report with the Board – total income is \$19,525.95, net income is \$7520.57.
- Leete sent a draft copy of 990 EZ forms
- Final numbers from last year will be reviewed hopefully in the next few weeks by Baratta and Leete.

Management (WRI):

- Hunt has updated the website. Updates were minor.

Newsletter Team:

- Kroening noted that the June edition of the newsletter blog was sent out. It was sent during a holiday week so open rate was slightly lower than normal.
- September news release is being prepared. A tile is being added for the sponsors. Kroening asks for a list of the current sponsors. Leete notes that we have no current sponsors.
- Pound suggests that there could be two levels of sponsors, one level could just list the name of the sponsor and another could have a link. Hunt mentions that there was a model for the newsletter when it was in print but notes that there is no model for what this would look like in the web world.
- Kroening will bring this information back to the newsletter team to discuss potential models for the advertisements.
- Leete suggests that the levels could be based on tile placement on the newsletter - higher levels could be based on the number of times the tile/article could be updated.
- Kroening says a current focus on the Newsletter team is restructuring the menu bar at the top of the newsletter. Hunt says that he can help in editing the content in the newsletter but Ole Olmanson should be contacted to make changes to the menu bar.

MGWA MINUTES

- Kroening asks if there is anyone who can provide an update on how the online hydrology camp is going at UMN. Steenberg notes that three MGS employees are helping with the camp and will forward their contact information to Kroening.
- Kroening also asks if Baratta can share the final financial numbers to publish in the newsletter. Baratta says that Leete has finished the taxes and the numbers can be shared soon. Kroening also asked for information about MGWA scholarship awards - Hunt and Steenberg note that Lanya Ross has that information. Hunt has asked Ross to provide an article about the scholarship winners.
- Steenberg notes that lead can be taken by the Newsletter team to decide how to manage the advertisements. Steenberg suggests an article in September or December describing potential options for advertisement. Kroening agrees and will run the options by the MGWA board in a future meeting.

Foundation:

- Pound notes no major updates with the Foundation.

Social Coordinator:

- Steenberg received an email from Jane de Lambert, Social Coordinator, about the trivia event to take place on Thursday, July 23rd.
- Steenberg asks if anyone will be attending the event. Pound says that she is part of a team and also the Zoom host for the event. Pound says there are at least four teams so far and they can accept new teams up through tomorrow.

Responses to Statement/Progress:

Online:

- Steenberg says that she had not received any feedback through the President email address but Hunt received several through the Newsletter email.
- Steenberg asks where the statement could live on the web. Hunt notes that a permanent page could be made with the statement on it.
- Hunt will create a page for the statement and a WordPress posting announcing the page and statement.
- Steenberg says there are many options but making sure it has a permanent home on the web.

Committee:

- Steenberg asks Pound if she has given any more thought about establishing a committee. Pound says that she is in support of establishing a committee. She has not had a chance to connect to Kara Dennis recently. Pound says she is still interested in being on the committee.
- Steenberg asks if there should be a vote on establishing the committee. Pound is not sure about the bylaws and the difference between an ad hoc group versus a full fledged committee. Hunt asks if this will be a separate committee or a sub-committee of the Education Committee. Steenberg says that her view is that it makes most sense for it to be its own committee.
- Steenberg asks Hunt and Leete if there are any concerns in the bylaws about adding a new committee. Pound notes that establishing a previous committee required a lot of work to create bylaws and asks if this would need to be done with this new committee. Leete and Hunt note that some of the complexities with the Education Committee being established were due to financial issues.

MGWA MINUTES

- Baratta asks if a vote to establish the committee could be made now without a name and notes that an email vote could be done to establish the committee.

White Paper:

- Steenberg notes that the Board's charge was to make sure it met the goals of the charter and represented the MGWA well.
- Steenberg relayed Runkel's comments that he was pleased with it and they had addressed his comments.
- Steenberg said that she thought it was in great shape and had little technical comments. Most of the comments were on formatting and punctuation. Steenberg had a few comments on colors and where some additional clarification could be necessary, such as a sentence explaining a bit more on figure 12, 13, and 14 .
- Baratta noted that this white paper was much longer in comparison to previous white pages. Baratta said that there were a lot of extra details in some background sections that were not linked to Minnesota. Baratta also notes that there are some inconsistencies in the length of the sections that described the source of data.
- Pound had one technical question in the term and acronyms section - in particular, there was a question in the definition of baseflow where it used the word "delayed." That was the only technical problem and the other issues were all minor. Pound will send the list of those comments to the white paper team.
- Ginsbach thought the paper was very well done and had one comment about Figure 2 being busy and perhaps a bit of simplification would make it easier to read.
- Kroening notes that the comments should be sent to the white paper committee members to communicate those changes. Steenberg and Kroening said that Carrie Jennings and Andrew Streitz should receive the comments.
- Pound is confused as to what the committee is asking for right now, as it seems they are asking for an approval. She also asks what the process is for this. Steenberg suggests emailing Jennings and notes that she wants to make it as easy as possible to send the comments to someone who can address the comments. Baratta asks if the Board should wait for the final version to approve the document.
- Hunt says that there is a template set up for the final format once all of the text is done. Pound says that the concern about formatting issues aren't an issue because of this change.
- Pound notes that it would be easier for the white pages committee to address the comments if they all came from one person and suggests they come from Steenberg. Steenberg agrees and asks board members submit their comments to her.

Education:

MNWO:

- Steenberg asks if there are any comments and asks if this needs to be voted on. Leete says that it needs to be voted on.
- Pound moves that the Education-MNWO proposal is approved. Baratta seconds the motion. All votes in favor, motion approved.

Virtual Conference Discussion with Karen Gran:

- Gran provided a brief summary of the proposed format for the North Central GSA meeting in Duluth. Gran notes that GSA had to reorganize in an emergency situation - SA cancelled all sectional meetings and the group had a month to change to a virtual meeting.

MGWA MINUTES

- Gran notes that 134 presentations were given - 84 oral and 50 posters. Gran said that presentations were sent a week ahead of time. The presentations were pre-recorded to make sure that there were no connection issues and that the presentations were available before the conference. Many of the presentations are still up and can be cited in perpetuity.
- A poster template was sent to the poster presenters and a three minute presentation was recorded and posted along with the poster. Gran notes that not every poster recorded their message but most did.
- The meeting was held in the morning. Session chairs tuned in half an hour early to allow them to familiarize themselves with the software and presentation method. Gran notes that having several chairs is beneficial as this allows the work to be distributed - one person could play the sessions, one could monitor the chat, etc.
- One thing Gran would have changed would be to make sure that the participant list was visible to all attendees. This was brought up by comments.
- A thirty minute discussion was available at the end of each session. Feedback for this was very positive and a lot of people thought it worked well.
- Hunt asked if everyone was unmuted. Gran said that people raised their hands for questions and were then unmuted by a host.
- Pound says that she was very impressed by the discussion and interaction.
- Gran noted that if there were connection issues a presenter could step in and give a discussion.
- Gran said that all of the student programming was kept and organized in the afternoon as to not overlap with the presentations.
- Hunt asked if everyone could see the chat or if it was just the moderator. Pound says that there were options to choose who to send messages to - everyone or the whole group. Pound asks that if MGWA doesn't have Confex if there is an option to play the presentation in GoToWebinar. Gran says that essentially all Confex did was play the video and organize it that way.
- Gran noted that keeping to the schedule was facilitated by the pre-recorded meetings, since everyone knew how long each presentation would be. Gran also noted that there were a number of different options to facilitate discussions and conversations.
- Gran asked the University of Minnesota if NC GSA could use UMN's Zoom for the conference and UMN was fine using the Zoom account for things that further the mission of the university.
- The GoToWebinar staff met with GSA and the hosts to discuss potential plans and requests to see what would be feasible.
- Gran notes that most of the challenges were related to the emergency shift from in-person to virtual.
- Hunt asked how the videos were hosted. Gran said they were hosted in Confex. Gran said that having an earlier submittal was important, as it allowed staff to review the presentations beforehand and then upload to Confex.
- Leete said that the conference center wants to know if we will be taking advantage of the reservation. The COVID-19 plan allows for 60 people to attend. With 60 attendees at \$65, the financials do not work out and MGWA would lose money on the conference.
- Leete notes that a hybrid method could be attempted with some in-person attendance and broadcast for the rest of the group. If the conference is moved to full virtual, Leete notes the expenses are much less.

MGWA MINUTES

- Baratta and Hunt note that between the board members and speakers there is not much additional rooms for other attendees.
- Baratta makes a motion to cancel the reservation for the fall conference. Pound seconds. All voted in favor, motion is passed unanimously.
- Steenberg asks if there should be a meeting in August for conference planning and will send out a Doodle poll for availability.
- Steenberg asks if there should be instructions on how to produce the videos for the speakers. Kroening says that as a speaker that it would be helpful to have those.

Meeting Adjourned: 1:25 PM.

Action Items:

- All board members will share their comments on the Chloride white paper to Steenberg.

Next Meeting:

- The next meeting will take place September 15th at 11:30 am on Zoom.