

MGWA MINUTES

Minnesota Ground Water Association
Board Meeting Minutes
Regular monthly meeting

Meeting Date: Tuesday, October 20, 2020

Location:

- Meeting was called to order at 11:32 AM. The meeting was held as an online Zoom Meeting.

Attendance:

- Kate Pound, Past-President; Julia Steenberg, President; Tony Runkel, President-Elect; Vanessa Baratta, Treasurer; Michael Ginsbach, Secretary; Jennie Leete, Management ; Sean Hunt, Management

Agenda:

- Hunt asks if officer elections are on this agenda or not. Steenberg confirmed that it is on this version and Hunt may have an old copy.
- Approved with addition.

Past Minutes:

- Steenberg noted that in paragraph 2 there is an extra bullet in the Newsletter section and that this bullet should be deleted. Baratta moved to approve with the modification of deleting this bullet. Pound seconded the motion. All voted in favor, motion was approved.

Reports:

Treasurer:

- Baratta said total income is \$19,528.23; net income is \$7462.85; total assets are \$90,496.09. In comparison to last years numbers, Baratta said that last year's total income was around \$60,000 but there was a conference last year. Net income last year was \$4700, which is less than this year's net income but there was a \$15,000 transfer to the foundation. Assets values are comparable – within \$1000.
- Leete said that Hunt has received a few registrations for the fall meeting but these registrations have not been added to the books yet.
- Steenberg asked if Baratta has enough info to provide a report to the newsletter team. Baratta said that she will reach out to Leete for a confirmation on some numbers but a draft of the report is in process.
- Baratta and Hunt confirmed that there are issues accessing Google Drive documents per the DNR's security policy.

Management (WRI):

- Leete said that the IRS sent a note that the previous year's taxes had not been submitted. Leete sent proof that last year's taxes had been submitted.
- Hunt said that he and Steenberg did testing on attending the web conference, working on seeing how the event will go. Hunt notes that it went smoothly. Hunt said that he made a conference evaluation form. Conference registration emails were sent out and there are starting to be registrations. Hunt notes that there will need to be multiple levels of communication after registration – payment, payment confirmation, and meeting registration instructions and link.

MGWA MINUTES

- Hunt had a question on membership renewal – is there anything different this year? Hunt said that in the past a time period had been set up for online membership renewal and then paper membership renewals have been sent out in the mail afterwards – membership renewal season lasts for 3-4 months.
- Pound asks if there is an option to renew membership at the same time as conference registration. Hunt confirms that this is possible as you can add both to the online cart at the same time.
- Leete will share information with Pound about Foundation fundraising that can be sent at the same time as paper notifications about membership renewals/conference registration.
- Steenberg asks if members are getting physical mail with the current work from home situation. Hunt said he will send out an email membership renewal notice. Steenberg said to make sure that anything sent via mail should also be sent through email.
- Leete says that the email dues renewal needs to be sent soon – mid November or so. Hunt and Leete said that physical letters would follow for people who do not renew after the email notice.
- Pound

Newsletter Team:

- Steenberg says that the only note from the Newsletter team is that the September newsletter went out as planned. Steenberg said that the Newsletter team asked for financial information for the December report. Steenberg forwarded the email from the Newsletter team to Baratta.
- Pound, Baratta, and Ginsbach said they did not get an email announcing the September newsletter. Hunt received a copy of the newsletter in his email. Pound, Baratta, and Ginsbach found the email in their junk mail folder. Steenberg and Runkel received it in their normal email inbox.
- Hunt will let the Newsletter team know that the email was being sent to the junk folder and work with them on a solution. Ginsbach noted that the announcement for the fall conference went to the normal email inbox but not the newsletter email. Hunt will investigate what is going on with the junk mail filter.

Foundation:

- Pound and Leete had a discussion about Give to the Max Day and recovering the password for the account.
- Pound said that the Foundation talked about fundraising at their last meeting. Pound said Dennis will be checking in with Leete about the Give to the Max Day and Pound will be working on an Amazon Smile process. Pound said that there will also be a notice about the fundraising in the Newsletter.
- Pound said the Foundation met prior to the September meeting. The Foundation discussed providing seed funding for the Department of Earth Science's professional accreditation class. The Foundation voted no. Pound said that the issue may be revisited or providing clearer guidelines about what the Foundation does or does not support.

White Paper:

- No update.

Education Committee:

- No update.

DEI:

MGWA MINUTES

- Pound said that there are still conversations on going about connecting with other organizations. Pound said the details are still being worked on for this group. Pound said that there was a question on if the Foundation or the Board is in charge of supporting the DEI. Pound asked if this would be something rolled in to the Gil Gabanski or if this is a new package of money specifically dedicated to the DEI initiative.
- Leete said that when a new idea comes up and the Foundation wants to get money to support it, those moneys are called “temporarily dedicated” – they are set aside and watched closely until the funds are depleted. Leete said that there was once money for teacher activities and that was monitored until all the money was spent.
- Pound said that whatever needs to be done needs to be as simple as possible. Pound said that emails will be sent out to the board with an update on progress sometime next week as the group would like to be able to say something at the conference.
- Pound said that she noted that MGS is having a DEI seminar tomorrow and asked Runkel for an update. Runkel said that he was involved from a leadership perspective. Runkel notes that this will be a conversation about what can be done for DEI – it is about what MGS can do to improve DEI issues. Runkel said MGS will be involved with the Department of Earth Science’s DEI team as well.
- Steenberg said it would be good to learn how much money is required for these programs. Pound notes that the team needs to do some legwork on this.
- Pound asks Steenberg what the response of the education committee about the email about what the DEI is hoping to do in terms of developing curriculum to schools. Steenberg said there was an education committee meeting last week but she did not attend. Steenberg asked Pound to keep her in the loop as she asks for an update.

Other Business:

Officer Elections:

- Steenberg asked if Runkel had contact anyone about the president-elect position. Runkel said that he was in contact with Ellen Considine about a potential nominee. Runkel said he will reach out to Considine about that potential nominee.
- Hunt said that there is an officer election each year – secretary and treasurer are two year terms and one usually happens each year. Hunt said that the election usually occurs in December. Hunt said an email is usually sent out to current members about candidates for the positions. Pound asks if there needs to be nominees before the December newsletter. Hunt said that things need to be in place by the end of November.
- Steenberg asked about the treasurer election. Secretary is on the first year of the two-year appointment. Baratta said that she is willing to stay on as treasurer for another term. Leete said that Baratta would be on the ballot and there would be a write-in candidate spot.

Conference Discussion:

- Steenberg asked about the Q&A and thought it would be helpful to assign people to specific roles. Steenberg said that there will be both a Q&A and a chat option in addition to raising hands. Steenberg said she will watch time and watch videos per the schedule. Steenberg asks for volunteers for each position.

MGWA MINUTES

- The Board tested out the Q&A and Raise Hand features in Zoom in preparation for the fall conference.
- Talks will need to be submitted by November 6.
- Steenberg reached out to the five MGWA groups (Board, White Paper, Newsletter, Education, DEI) for a five minute update during the conference.
- Steenberg said that there would be a link sent out prior to lunch for mentors.
- Registration packet would be sent out two days before the conference, containing agenda, speaker bios. These can be attached to the email and also posted to the webpage.

Meeting Adjourned: 1:28 PM.

Action Items:

- The next check-in/conference dress rehearsal will be on November 5 at 3 pm.

Next Meeting:

- The next meeting will take place November 17th at 11:30 am on Zoom.