

# MGWA MINUTES

Minnesota Ground Water Association  
Board Meeting Minutes  
Regular monthly meeting

**Meeting Date: Tuesday, September 20, 2022**

**Location:**

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

**Attendance:**

- Tony Runkel, Past-President; Jeré Mohr, President; Sandeep Burman, President-Elect; Michael Ginsbach, Secretary; Sheri Kroening, Newsletter; Sean Hunt, Management; Jennie Leete, Management

**Agenda:**

- Mohr suggests adding the 2023 board election process to the agenda after the reports.

**Past Minutes:**

- Ginsbach was unable to attend the July meeting and does not have minutes for the meeting. He will discuss with Baratta and get the July minutes on the Google Drive.

**Reports:**

**Treasurer:**

- Baratta is unable to attend the meeting today so Leete is providing the update. Leete noted that the balance is \$116,128 in the checking account and net income is \$15,230; Leete said that the dues were off - she notes that dues paid in August as the next year, including pre-pays for professional dues. Leete said that the dues that were pre-paid from April were being moved. Leete said that the current dues for current year are \$16,185. Payments after August 1 are for the next year.

**Management (WRI):**

- Hunt said it is the quiet season for the Management and not much has gone on over the last two months. He notes that he has been working on the white paper.
- Leete has paid the deposit at the Earl Brown Center. Leete also said that the IRS has not recognized the extension and has assessed a late fee. This is the same issue that happened last year.

**Newsletter:**

- Kroening is working on the September newsletter. Mohr will need to provide information for the President's Letter. Kroening notes that with the new format it takes around an hour to update and it is very quick. Kroening said that Greg (?) Brick asked about archival and will be setting up a meeting to discuss the time frame that information will stay on the website to ensure all of the information does not ever get lost during an upgrade or something similar.
- Mohr said that the archival process may involve generating a PDF and then storing the PDF on the Google Drive.

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- Mohr also notes that the MGWA is a non-profit and does not have the capability nor financial resources to maintain long-term archives but this process should be relatively straightforward and easy.

### White Paper Committee:

- Mohr provided an update to the board yesterday for a new appendix that will be included in the Groundwater Protection Act white paper. Mohr will bring any feedback back to the white paper team.
- Mohr, Runkel, and Kroening have all read the new appendix. Runkel said the appendix was good and did not have any issues with approving the appendix. Kroening and Mohr said the appendix did a good job at representing both sides of the issue.
- Runkel asked if there needs to be a vote on updated version of the white paper with the new appendix. Mohr said that he was not sure how formal the process needs to be for the approval of the updated white paper, as both he and Runkel noted that the board was comfortable with the white paper in June.
- Mohr said that the only changes were grammatical and editorial aside from the new appendix. Mohr asked Hunt if the white paper committee has been working with him on publication. Hunt confirms that is the case and has been working on some document formatting issues. Hunt said the final document will be a PDF and is planning on being able to publish the document in October. Hunt also notes that because the board has already approved the white paper, only Appendix C (the new appendix) will need to be voted on.
- Mohr requested a vote to approve the new appendix, seconded by Burman. All in favor, the vote passes and Appendix C is approved.

### Education Committee:

- Runkel said that the new scholarship form is the most pressing issue for the Education committee, which is a combination of the Education Committee and the DEI Committee.

### Foundation:

- Runkel said the endowment is down 14-15%, which is unsurprising given the market. A Foundation member notes that this is actually not as far down as other financial investments so it is a relatively positive experience.
- Runkel expanded on the new scholarship form. Runkel said the new form is going to be broadened and will include a wider assessment other than academics, with the goal of broadening the applicants and include more DEI considerations.
- Runkel said that the Foundation was discussing the fall conference and various members were asking about 40th anniversary logos. Runkel said that Julia Steenberg and Kara Good both offered to help with any fundraising efforts that may be needed for the fall meeting, which could include something like t-shirts with the logos.
- Kroening said that any promotional materials or logos could be included on the newsletter blog.
- Mohr agreed with a statement that Runkel made about keeping it relatively simple but would be in favor of it. Runkel also suggests asking Leete and Hunt to see what had been done historically along these lines. Leete said that this has multiple people asking to help and that it came from the Foundation so it is a good idea.
- Leete notes that t-shirts can be a bit difficult due to sizing but a coffee mug could potentially be a good idea, as a coffee mug has not been offered for a number of years. Mohr and Kroening suggested a pint glass could also be produced.

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- Kroening said that in addition to the merchandise an option could be provided to allow donations in lieu of the merchandise - the benefactor could be listed as a donor or supporter. Leete said that the motion would need to come from the Foundation in order to make it sustainable. Hunt said that the Foundation report could be a good place to list the supports who make a financial contribution but that would require the Foundation's work and approval. Leete said that this has been done in the past. Hunt said that the old newsletter version used to have dedicated space for the Foundation and it would be good to remind the Foundation that this space still exists.
- Hunt and Leete notes that there has been an updated process for thank you letters over the past year. Hunt said he may contact the Foundation to see if they would be amenable to an updated process. Leete is concerned that the Board may be acting on something that involves the Foundation without their approval.
- Mohr suggests that the purchase form for the merchandise could include an option to make a donation without receiving an item.

### **2023 Board Election Process:**

- A new president-elect will be elected in 2023 along with a new treasurer. Mohr asked Kroening if there would be an announcement of the open board positions in the next newsletter. Kroening said that there is a draft version of it ready to go.
- Mohr noted that the new president-elect is generally discussed by all of the Board and, in particular, the current president-elect. Mohr told Burman that if he had some potential candidates to bring them to the board. Burman and Mohr asked what the timing was for the election announcements. Hunt said that the election would start by December with the votes tallied by the end of the month. Leete said that historically a call for nominations would be included as part of the September newsletter and fall conference.
- Mohr asked if historical nomination processes ever lead to candidates stepping forward - board members confirmed that candidates rarely ever were nominated from the call for candidates.
- Burman notes that he has some potential candidates and asks what the timing should be for informing the Board about the potential candidates. He notes that he can pull together a list in relatively short order and it could be done via email. Runkel and Mohr are both okay with starting this process via email.

### **Fall Conference Planning:**

- Mohr confirmed with Leete that the venue has been set. Leete said that the meeting planners did not want to deal with the specific planning for the event until the end of September. Mohr asked if the timing for the start of the after conference event would be set by the venue or the MGWA. Leete said that her recollection was that the after conference event would run from 4 to 5:30.
- Mohr reminded the board that the topic for the fall meeting is "Minnesota Mining and Water Resources." Mohr has been attempting to recruit speakers and has two confirmed speakers and a third who is close to confirming. Messages have been sent to five other potential speakers. Mohr is hoping that the list of attendees will be filled in the next few weeks here.
- Runkel asked if there were any speakers with the DNR - Mohr notes that he is waiting for a DNR staff member to respond. Mohr has also reached out to the MPCA and is waiting for a response back. Mohr said that once he hears back from the agencies it should hopefully fill out the agenda. Mohr notes that because the meeting ends at 4 pm so there

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might be fewer speakers than usual and that the white paper committee could also give a presentation if there are not enough technical talks.

- Runkel asked if the topic he suggested could potentially be relevant - Mohr said that it could be but he needs to get back to Runkel on the idea. Mohr and Runkel also discussed a potential speaker from the University of Minnesota and Mohr needs to complete the loop on this potential speaker and will follow up. Runkel said that he is willing to help however he can. Mohr asked about another University of Minnesota speaker and Runkel stated she is on sabbatical for the rest of the year.
- A third University of Minnesota speaker was also discussed - Mohr and Runkel noted that this could be a potentially relevant topic and that Mohr will reach out to her. Mohr asked the Board to provide any other potential speakers.
- Mohr asked Hunt and Leete when they would need final speaker information. Hunt reminded the group that the event is November 17th (a little less than two months out) and a brochure is typically mailed, an email announcement is sent, a newsletter blog, and a website update would ideally be done three months before the meeting to ensure that there's enough time for purchase orders together.
- Hunt notes that a brochure could potentially be sent with partial information - include the speakers who have confirmed and that state that there will be more forthcoming. Hunt said the timing also needs to be discussed - this event would be 8:00 am to 4:00 pm instead of the typical 8:00 am to 4:30 pm. Hunt also notes that the food has not been decided but said that there will be food.
- Hunt said that there needs to be communication that the event will happen but it will occur on the same day and a full name will need to be determined for the event. Hunt said that the costs for this event are unknown - costs for the previous venue and costs for the online events were known. Hunt and Leete need to know what the cost will be prior to an announcement being made - messaging will need to be thought of with particular emphasis on the special event. In particular, it needs to be communicated that this is an in-person event at a different venue than normal.
- Kroening asks if the reception cost will be included in the conference cost. Hunt asked if there would be an option to purchase a ticket just for the event and not just for the conference. Leete suggested that each person would get a drink ticket for one beverage and can pay for additional after that. Mohr and Kroening said that this seems to be appropriate.
- Hunt noted that the 40th anniversary event is something new and that there will need to be additional communications around what extra will be provided there. Leete said that she wasn't thinking of having a speaker or anything, confirming that this would be more of a social and celebratory event. Leete said that is her opinion and if someone wanted to stand up and give a talk a podium will be present.
- Hunt said that he will be out of the office for a week on Thursday. Hunt said that he will not be available to help with communications during that period and suggests that this will give time to get costs together, get more speakers, and work on the title and thesis statement for the conference.
- Hunt asked when we want to have everything together. Mohr said that there will be an update in the newsletter release, which will be at the end of this month. Kroening and Leete agree this is a good timeline. Hunt said that he will be back on the 30th and that an email announcement with details should be sent at the beginning of October. The conference website and ordering system will both need to be in place by the time the email is sent.

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**Meeting Adjourned: at 12:44 pm.**

**Action Items:**

- Ginsbach will track down the July minutes.
- Burman will compile a list of potential candidates for the president-elect position.
- Mohr will continue to find additional speakers, with assistance from Runkel.

**Next Meeting:**

- The next meeting will take place on October 18, 2022 at 11:30 am on Teams.