

MGWA MINUTES

Minnesota Ground Water Association
Board Meeting Minutes
Regular monthly meeting

Meeting Date: Tuesday, October 17, 2023

Location:

- Meeting was called to order at 11:35 AM. The meeting was held as an online Teams meeting.

Attendance:

- Jere Mohr, Past President; Sandeep Burman, President; Michael Ginsbach, Secretary; Sean Hunt, Management; Jennie Leete, Management

Agenda:

- No changes to agenda proposed
- Mohr moves to approve previous meeting minutes, Higgins seconds, minutes approved

Fall conference planning update:

- Burman indicates details are sorted out with venue, website has been updated. Burman working on speaker bio info. Have one exhibitor, Burman reached out to another potential exhibitor, but they have a conflict and are not able to attend. Burman will offer to display their info.
- Leete is working with venue. She needs the final agenda in PDF format to provide to the Heritage Center for scheduling. Jenny suggests going with the same menu as last time (Minnesota buffet), which includes hearty fare (e.g. meatloaf and mashed potatoes) and continental breakfast (to accommodate late arrivals without a need to keep items warm). Leete still needs to select afternoon snacks. Leete indicates that she will visit venue upon return from Colorado to select the area for exhibitors. Preliminarily thinking between the registration desk and the food tables. Leete is thinking that the Foundation fundraiser table could be in the same location as last time, with Freshwater calendars for sale. Higgins asks about partnering with Freshwater to offer 2024 calendars. Also offer option to “round up” with extra going to Foundation. Leete indicates that MGWA has a long-standing partnership with Freshwater and MGWAF receives \$10 for each calendar sold.
- Burman reviews conference agenda. Speakers and agenda are final. Burman has emphasized to speakers that talks should highlight groundwater-related items to the extent feasible.

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- Burman asks about MGWA business session at conference. Reserved 15 minute slot for Education Committee to cover well clinics. Mohr will communicate with Ed Committee and Foundation on presentations.
- Burman indicates that he found it easier to find speakers for the spring (virtual) meeting than for the fall (in-person) meeting. Something to consider for future conferences.
- Leete indicates that remaining paper conference announcements are going in the mail (being dropped in the Lake Crystal, MN mailbox literally as we speak!).
- Burman notes that the website is current and up-to-date with the current agenda for the meeting. He also states that he was able to accommodate the timing preferences for each of the presenters but will follow up again to ensure that everything is okay with the speakers. The venue will be concerned for breaks and lunch, which are set, but if speakers need to change order there should be no concerns from the venue. Leete will follow up with the venue to confirm.
- Burman said the only remaining piece is for the Board to contact the committees for their updates.
- Leete reminded the board that a minimum of two helpers are needed to prepare things physical items the evening before. Burman and Mohr both said that they are planning to be there and, to the best of Burman's recollection, Higgins will be able to attend and Ginsbach is tentative. Ginsbach confirms that he is hoping to attend but cannot confirm that his schedule will be open.
- Mohr and Ginsbach will help during the conference to provide mics for questions and to manage the lights in the venue. Burman asked if there are any other needs during the conference. Leete said that Hunt usually loads the presentations onto the computer. Hunt said that this is correct and that if the president is willing to multitask they can both introduce the next speaker and get the presentation ready. Hunt said that he can load the next presentation and work with the presenters to get the presentations loaded.
- Burman said that he will also encourage speakers to send their presentations before the conference and get them pre-loaded.
- Burman asked Mohr if there are any other words of wisdom he can share - Mohr was not able to think of anything else that hadn't been discussed but expressed faith in Burman's ability to run the conference.
- Leete said there is usually a need to someone to hang out near the front desk to greet the speakers when they arrive to make sure that the speakers get their folders. Leete said that if there is another person available they can work with Leete and her sister to help answer questions and direct attendees.
- Leete also reminded the board of the most important position, the bell ringer. Leete also complimented the speakers and presentations and is encouraged that the conference will be successful. The venue has been told as starters that the attendance will be 150 but that MGWA members oftentimes are late registering for the events.
- Hunt said the pre-registration deadline is November 3rd to encourage the majority of attendees to register early. Hunt also said that he will send an email reminder on October 30th or 31st for registration.

2024 Officer Ballots:

- Burman asks if there is anything we need to do to send out ballots. Does a call need to go out for nominations? Leete indicates that typically an announcement for open positions is

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made at the Fall meeting. Mohr indicates that an announcement for open board positions was included in the September newsletter. After Fall meeting when candidates have been identified, Sean will set up ballot using Survey Monkey, which will go out in December. Burman and Higgins will discuss potential candidates for president-elect.

Reports:

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Treasurer:

- Eric Bunge updated this information on 10/19/2023: Gross profit for the year 2023 was at \$37,373.51, total expenses were \$22,166.25, net income was \$15,207.226, and total liabilities & equity were \$124,715.47.

Management (WRI):

- Management Committee members were not able to attend the portion of the meeting where this was discussed.

Newsletter:

- There are no Newsletter Committee members in attendance.

White Paper Committee:

- Ginsbach said that there are no updates from the white paper committee at the moment but will have an update for the fall conference.
- Ginsbach will follow up with Burman with the current lead of the White Paper Committee.

Education Committee:

- Mohr notes that the Education Committee has been on a temporary hiatus for the summer but will be meeting in November. He said that the primary focus has been on the well screening clinics.
- Burman asked who the lead for the Education Committee is - Mohr said that it is Cathy Udem.

Foundation:

- Mohr reports that the last meeting was in September and the primary focus was on the award and ensuring that it is available for the 2024 hydro field camp. The applications for the field camp award would be opening in January and the scholarships will be open in November.
- Mohr said the Foundation is planning to review the MGWA website during the December meeting. He said that there is an agenda item for the December meeting and after that meeting there will be potentially action items to improve the website.
- Mohr said that Julia Steenberg noted that there is an MGWA member, Andrew Retzler, who has experience in website work and would be willing to help.
- Mohr said that performance of the funds has been better this year than in 2022 with one at +17% and the other at +9%. Per the Foundation, the overall balance sheet is looking fine at the moment but there might need to be some allocation of dollars for each account.

Foundation revenue

- The Board members who would like to discuss this item are not present at this meeting and it will be discussed at the November meeting.

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Membership drive

- The Board members who would like to discuss this item are not present at this meeting and it will be discussed at the November meeting.

Meeting Adjourned: 12:31 pm.

Action Items:

- Burman will get an email out to the Board to remind everyone of the pre-conference stuffing meeting and will follow up with emails to the Committee leads.

Next Meeting:

- The Board will meet prior to the fall conference on November 13 to prepare for the conference on November 14.