

Minnesota Ground Water Association (MGWA)

Board of Directors Meeting Minutes

Date: June 16, 2026

Time: 11:33 AM – approx. 1:02 PM

Location: Virtual Meeting

Board Members Present

Jared Trost (President), Amanda Yourd (Vice President), Nick Budde (Treasurer), Cathy Udem (Event Coordinator), Michael Ginsbach (Committee Coordinator), Nick Evans (Membership Coordinator), Kayla Nelson (Marketing Coordinator)

MGWA Support Present

Seth Nesselhuf (Business Manager), Elizabeth Kluesner (Executive Director), Sharon Kroening (Newsletter Editor)

1. Call to Order & Introductions

President Jared Trost called the meeting to order at 11:33 AM.

2. Agenda Review

No objections were raised; agenda was approved as amended.

3. Approval of May 2026 Board Meeting Minutes

Motion: Nick Budde moved to approve the May minutes

Second: Amanda Yourd

Vote: Motion carried unanimously

4. Review Staff Report Outs

Executive Director – Elizabeth

- Reached out to U of M Geo Club regarding a fall student outreach event focused on career development
- Exploring partnership opportunities with the MN chapter of AIPG

- Scheduled a meeting with Lori Blair of the Minnesota Rural Water Association to discuss collaboration opportunities and conference participation.
- Continuing search for an ethics speaker for the Fall Conference after Gene Coleman declined.
- Developed a membership recruitment handout with QR code for use at conferences and outreach events.

Business Manager – Seth Nesselhuf

- Completed Spring Conference wrap-up activities, including:
 - Payment reconciliation
 - Banking transitions from Wells Fargo to Sunrise Bank
 - Website updates with conference presentations and recordings
- Priorities for June:
 - Finalize Fall Conference venue and budget
 - Develop and distribute Fall Conference Call for Abstracts
 - Continue social media promotion
 - Support Foundation field camp award review process
 - Continue migration of files from Google Drive to OneDrive

Discussion

- Foundation field camp award recipients may be invited to attend and participate in the Fall Conference.
- Newsletter team will continue using Google Drive while periodically archiving important records to OneDrive.

5. Committee and Project Updates

White Paper Update – Michael G

- Groundwater Data White Paper nearing completion.
- Delay caused by staff workload and accessibility review requirements.
- Committee is updating publication formatting to meet modern accessibility standards.
- Discussion held regarding long-term archiving and citation options, including use of DOI-based repositories such as Zenodo.

Action Item: Explore DOI/archiving options for white papers and conference materials.

Marketing & Outreach – Kayla N

- Continued promotion of:
 - Scholarship opportunities
 - Meet-the-Board series

- Water clinics
 - Upcoming events
- Encouraged board members to submit profile information and promotional content.

Events Committee – Cathy U

- Summer Social scheduled for **July 15**.
- Planning continues for:
 - Fall student outreach event
 - Potential collaboration with AIPG
 - Campus-based networking event near the University of Minnesota

Student Outreach Discussion

- Consideration given to future outreach events in Northfield involving students from Carleton College and St. Olaf College.
- Board expressed interest in expanding engagement beyond the Twin Cities.

Membership Report – Nick E

- Discussed challenges and opportunities for increasing membership, particularly among private-sector professionals.
- Feedback from industry contacts indicated:
 - Continuing Education Units (CEUs) remain valuable.
 - Ethics training opportunities are attractive.
 - Networking with regulators and agency staff is beneficial.
- Suggested "Bring a Colleague" concept for networking events.

Membership Discussion

Topics discussed:

- Clarifying the value proposition of MGWA membership.
- Corporate membership opportunities.
- Potential bundled benefits involving sponsorships and conference participation.
- Need to better define and market member benefits.

Action Item: Continue evaluating membership value, corporate membership models, and recruitment strategies.

Newsletter - Sherri

- Newsletter publication delayed due to technical issues but is now ready to resume.
- Summer Social, board member features, call for abstracts, and water clinic information will be included in upcoming communications.

- Salary survey summary tentatively planned for the September newsletter.

Treasurer Report - Nick Budde

- Successfully established a Certificate of Deposit (CD) at Sunrise Bank.
- Continued transfer of MGWA funds from Wells Fargo to Sunrise Bank.
- Organization finances remain stable and generally on track with budget expectations.

Financial Discussion

- Seth and Nick will reconcile budget categories and conference revenue reporting.
- Board discussed improving tracking of conference registrations and revenue sources.

Action Item: Provide updated budget projections and financial analysis before or at the next board meeting.

6. Salary Survey

- Preliminary salary survey review completed.
- Survey received approximately 35 responses.
- Discussion held regarding publication of anonymized data and summary graphics.
- Board agreed to finalize the current survey rather than extend the response period.

Action Item: Prepare salary survey summary for publication in the September newsletter.

7. Fall Conference Planning

Venue

- Discussion focused on hosting the Fall Conference at the **American Swedish Institute**.
- Venue offers:
 - Capacity of approximately 200 attendees
 - On-site parking
 - Attractive event space
 - Competitive rental costs
- Board continued discussion around groundwater management, groundwater use, and associated impacts.
- Interest expressed in incorporating a panel discussion featuring multiple stakeholder perspectives.

Call for Abstracts

- Board agreed to move forward quickly with a Call for Abstracts.

Deadline for Abstract Submission: August 31, 2026

Action Items:

- Finalize venue selection.
- Publish Call for Abstracts.

- Continue developing panel discussion concept. Panel development team includes, Jared, Amanda, Elizabeth, and Michael.

8. Other Business

Conference and Outreach Calendar

Board discussed creating a master list of recurring conferences and industry events.

Action Item: Develop a shared conference/event tracking spreadsheet and promote relevant events through the MGWA website calendar.

9. Adjournment

Meeting adjourned at approximately **1:02 PM**.

To Do:

Seth Nesselhuf

- Finalize contract and logistics for the American Swedish Institute venue.
- Finalize Fall Conference budget.
- Publish and distribute the Call for Abstracts.
- Coordinate conference communications through the website, newsletter, and social media.

Amanda Yourd / Conference Planning Team

- Finalize Call for Abstracts language and review comments.
- Continue development of conference theme and session planning.
- Assist with development of groundwater management panel discussion.

Jared Trost, Amanda Yourd, Elizabeth Kluesner, Michael Ginsbach

- Develop structure and goals for the conference panel discussion.
- Identify and recruit potential panel participants representing industry, regulators, and academia.

White Paper Committee

Michael Ginsbach / White Paper Committee

- Complete final formatting and accessibility review of the Groundwater Data White Paper.
- Investigate DOI assignment and long-term archiving options (e.g., Zenodo) for:
 - White papers
 - Conference presentations

- Other MGWA publications
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Membership & Outreach

Nick Evans

- Continue evaluating membership recruitment strategies.
- Explore corporate membership opportunities.

Elizabeth Kluesner

- Explore opportunities for student and young professional outreach events.
- Continue search for a Fall Conference ethics speaker.

Events Committee (Cathy Udem)

- Execute Summer Social on July 15.
 - Continue planning student outreach and networking events.
 - Evaluate future outreach opportunities in Greater Minnesota, including Northfield.
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Communications

Kayla Nelson

- Continue monthly Meet-the-Board social media series.
- Promote scholarships, water clinics, summer social, and fall conference activities
- Collect board member content and profiles for future posts.

Sherri Kroening

- Resume regular newsletter publication schedule.
 - Include:
 - Summer Social information
 - Meet-the-Board features
 - Water clinic updates
 - Fall Conference Call for Abstracts
 - Salary survey summary
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Salary Survey

Nick Budde / Communications Team

- Finalize salary survey analysis.
 - Prepare graphics and summary findings.
 - Publish survey results in the September newsletter.
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Finance

Nick Budde and Seth Nesselhuf

- Complete reconciliation of budget categories.
 - Improve conference revenue tracking and reporting.
 - Continue Wells Fargo to Sunrise Bank transition activities.
 - Prepare updated budget projections and financial analysis for the next board meeting.
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Organizational Planning**Board / Staff**

- Create and maintain a shared calendar or tracking spreadsheet of industry conferences and outreach opportunities.
- Develop a process for promoting relevant industry events through the MGWA website and communications channels.