

GSC Meeting Minutes 3-6-13  
Call to Order 4:34 PM

Members present: Camille Fontanella, Ralph Lewis, Peter Letourneau, Meg Enkler, Margaret Thomas, Janet Stone, Fritz Moritz, Mark Lewis

Old Business:

Minutes from last meeting approved unanimously.

Secretarial duties. C. Fontanella went through summary of secretarial duties document developed by herself, M. Thomas and Drew Hyatt. Fontanella to send out summary doc to Board. Fontanella suggested that we move to gmail. M. Lewis made motion to approve and M. Enkler seconded. All in favor to move email to gmail after field trip on April 20.

Discussion of membership renewal cutoff date and providing incentive to renew. Must renew by field trip to still be on the active list. Decided that Hyatt should send email to those who have not renewed for 2013 to remind them to renew by April 20. Fontanella to give him that list.

Discussion of people who have renewed twice - treasurer to communicate with them.

Discussion of what to do with undeliverable email. Thomas suggested checking for typos in email address. If consulting firm address, they may be filtering so call the person and try to resolve.

New Business:

Committee Reports

Communications/Education Committee (C. Fontanella, M. Enkler, M. Thomas, Drew Hyatt, Fritz Moritz, Mike Wizevich, P. Letourneau)

Met on February 21, 2013 at DSP. Report summary document by Enkler - co-chairs elected, newsletter, email, inclusion of volunteers (non-board members) into the next meeting in early April. Committee suggested that GSC have a historian. This is an item to consider for next meeting. Enkler to provide summary to Secretary for minutes of that meeting.

Membership Committee (M. Lewis, J. Stone, Hugo Thomas)

Have not yet met. Hugo Thomas has ideas for outreach to geology depts. M. Lewis will forward his email of suggestions to the board. R. Lewis suggested that they meet and have a summary of exactly what the duties of this committee are. They are supposed to be doing things that promote membership.

Program Committee (J. Stone, Drew Hyatt)

Have not met yet. Next program is the field trip on April 20. Stone has been working on the guide book. Stone has asked Wizevich if it could be printed at Central. Wizevich said this is possible with a check from the Treasurer. The field trip will not be in the Quinnebaug. It will instead be to the Central Connecticut River Valley, starting at DSP and going to Glastonbury, Portland, Middletown, etc. Stone will contact Hyatt with the information and registration form so that Hyatt can send out an updated email to our membership as soon as he hears from Stone. There will be no rain date as previously indicated. Approximate start time will be 8:30AM, and there will be burgers and beer at the end. Discussion of how much to charge - decided \$20 members, \$45 non-members, and \$10 students, with additional \$15 for food. Stone will also send registration form to Letourneau to post online and to Mike to create a poster to advertise to universities. Letourneau will update website to enable registration via PayPal. Thomas will see if vans can be obtained. Further communication on this will be via email between board members involved.

Also, Stone has asked Greg Walsh, USGS mapper, to be a speaker for the next annual (Fall) meeting. He has mapped the New Milford Quadrangle. This is an item to consider for next meeting.

#### Treasurer's Report (J. Stone)

Stone made a motion to step down and that Thomas should become Treasurer. Enkler seconded the motion, and it was unanimously approved. There is \$1,851.54 currently in savings, \$1,125.72 in checking, and \$1,948.69 in Paypal. \$500 per month is allowed to be transferred into the bank. This has not been done since the annual meeting. The Treasurer needs to start doing this immediately. Currently, Stone, Steinen, and Batchelder are the only ones who can write checks. Thomas will meet with John Purtill to learn Quickbooks software and plans to simplify accounting procedures. Discussion to hire John Purtill to complete tax forms. Letourneau will ask him what that would cost. Letourneau also proposed that we hire an accountant that is not Purtill. This is an item to be discussed at next meeting.

#### Correspondence

Volunteers - Dan Vellone has volunteered via email to participate on a committee. R. Lewis suggests that each committee ask those who have volunteered for help in committee work. Fontanella will provide the volunteer information to each committee.

Guidebooks - Letourneau asked about guidebooks and what info should be posted on the web. Thomas said that they are \$15 each and that they can be ordered using PayPal via the website. Letourneau was tasked with putting a list of guidebooks with description and price and link to PayPal on the website. Education subcommittee is charged with coming up with a plan for providing out of print field guides.

Society Logo - Communication/education committee is charged with finalizing logo choices for next meeting. People are to forward options to co-chairs Moritz and Wizevich.

Next meeting will be on May 1, 2013 at 4:30PM at DSP.

Meeting adjourned at 6:06PM.

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## Education/Communications Meeting

February 21, 2013

### Summary for The full Board

- Elected co-chairs, Mike will chair Education & Fritz will chair Communications
- Divided duties – Communications will handle webpage, newsletter, day-to-day communications and awards, Education will handle publications, outreach and perhaps scholarships
- Newsletter – publication dates April 1 and October 1, submission date is one month before publication date. Members will be e-mailed a link to the website when it is posted. We have a goal of increasing publication to quarterly if we can get enough submissions. The current newsletter will go out April 1.
- E-Mail – We may switch to gmail
- Next Meeting will include non-Board members who expressed interest. We will meet in early April on a date selected by committee members.
- It was suggested that it would be helpful to have a historian to keep files about the organizations activities over time.