



Geological Society of Connecticut



Agenda- Board of Directors Meeting Geological Society of Connecticut October 1, 2014, 4:30 PM Dinosaur State Park, Rocky Hill, CT.

Present: Ralph Lewis (RL), Janet Stone (JS), Margaret Thomas (MT), Meg Enkler (ME), Mark Lewis (ML), Drew Hyatt (DH), Mike Wizevich (MW), Pete Letourneau through Skype (PL), Camille Fontanilla (CF), Fritz Moritz (FM), Dan Vellone (DV)

Old Business: Minutes from the summer retreat at approved

New Business,

- **Treasurer's Report (see attachment 1)**
 - MT presented the current finances, with details provided in the attachment #1.
 - The current tax year summary is being reviewed before sending to our accountant. Taxes are due Nov. 15.
 - MT demonstrated the PayPal swipe card that can be used with a phone to take payments for items at the annual meeting.
 - The treasures report was accepted.
- **Communication & Education**
 - FM presented a summary of the most recent Communication and Education committee. Minutes from that meeting are included as attachment #2.
 - Additional discussion followed relating to a letter drafted by DV to encourage all Earth Science Departments in the state to designate a department representative to the GSC.
 - RL charged the board to examine the letter and email him suggested revisions so that he can modify the letter and send to intended recipients.
 - MT commented that the letter should indicate that the scholarship is to support student geologic research in Connecticut, although the recipient need not be in CT.
 - RL will request that a response identifying departmental designee's by November 15.
 - Discussion followed on reprinting and selling prior GSC field trip guidebooks

- MT commented that the DEEP store would like to have at least 10 copies of all guidebooks for sale.
 - MW indicated that he could investigate obtaining copies of the guidebooks. He will communicate with JS on this.
 - Following additional discussion DV moved that 30 copies of all guidebooks be printed, and that pdf digital files be made available through the website for the same price. This motion was passed.

- Web site Demo (Matte)
 - DH has volunteered to serve as the contact person for the new web site. He will present a proposal to the board at the January meeting as to work flow on his role as intermediary between the board and the student hired to update web content.
 - New Milford field trip photos were placed in a drop box account by Greg Simone. Lindsey will be asked to download these images for use on the web site.
 - The board examined the new website. Several suggestions were made for modification, recognizing that changes would be incremental. Some of these suggestions included using more color, reducing the amount of white space and need for scrolling, and increasing font sizes.
 - A request was made for images arising from the last field trip. At the January board meeting a presentation will be made to the board so that everyone knows how to access the Google drive so that if they have content or suggestions for the web site they will be able to share those documents.
 - RL suggested that the board visit the new web site and prepare lists of suggestions. The January meeting will be dedicated to discussing the website and workflow on updating content.
 - A motion was made to accept switching to the new website, recognizing that changes would be made following a more focused discussion at an upcoming meeting. The motion passed.
 - MT requested that PL create a transfer link from the old web site to the new one. She will send PL the url for the new site so that he can do this.

- Membership address list update and communications concerning Elections and Annual Meeting (Drew)
 - DH shared a draft email, developed last year that would alert paid members of the board-nominated slate of officers up for election. This letter will also solicit nominations from current paid-in-full members.

- To be consistent with GSC bylaws, nominations will be received from the membership until Oct. 18. An electronic election will be opened by Oct. 21 (one month prior to the fall annual meeting), and the results of voting will be announced at the annual meeting.
- DH will modify the email accordingly and as well add short (4 lines maximum) biographies of board members up for election (i.e. Ralph Lewis, Meg Enkler, Dan Vellone). These board members should email the biographies to DH asap
- DH will communicate with MT to determine how to set up the electronic election.
- **Annual Meeting Details**
 - RL touched on several issues relating to the annual meeting that need action including:
 - MT will speak with Gary Robins to:
 - Request maps for posting on the web site to identify parking and building locations for the meeting.
 - Determine if the presentation is in the same room as the dinner.
 - If the UCONN department wishes to display student research posters and give department tours.
 - The room for the reception/dinner is available from 5-9 pm. All board members agreed to arrive at the meeting by 4:30 p.m.
 - MW asked if we would hang GSC banners.
 - DV volunteered to be in charge of glass sales.
 - Two 8 ft tables are needed for registration and for glass sales. ME will check with UCONN catering on this.
 - CF volunteered to be in charge of registration with assistance from Lindsey and MT. She will prepare an updated list of registered members on Nov. 18.
 - DH will help with any aspect needing assistance.
 - ME indicating that catering needs a firm number of attendees 3 business days before the event. To encourage people to register by Nov. 18, it was agreed that late registration (i.e. after Nov. 18) will incur a \$10 levee. This will be conveyed to members through emails about the meeting (by DH).
 - The order of events at Meeting will be:
 - Reception (starting at 5:00 pm).
 - Dinner (5:45 ??)

- Desert and Business meeting (6:30 ??).
 - ✓ Welcome from Integrated Geoscience director
 - ✓ Commissioner Kee's remarks
 - ✓ Pitch for student research fund (RL)
 - ✓ Reports: Membership – ML, Treasurer – MT, Field Trip Report- PL, Presentation (need to know the location)
 - ✓ Peoples Award (JS)
- Student Research Fund- Annual Meeting Glassware Sales Details
 - Following discussion of various pricing structures it was the majority vote was to set prices as \$15 for glasses (wine and beer) with only the logo, and \$20 for glasses with both the logo and the text about the student research award.

Correspondence/Other Business:

- Membership Renewal Date (Camille/Drew)
 - Discussion about changing registration for the society considered convenience, similarity with other organizations, the timing of the annual meeting, tax reporting, and fiscal year end dates. It was agreed to keep the membership year as is (*i.e.* starting Jan. 1).
 - Efforts will be made to be clear to members as to when their membership needs to be renewed.

Motion to Adjourn: 6:45 p.m.

Next Board Meeting: January 7, 2015

Attachment #1 – Treasurer’s Report

This will be added with the next draft of the minutes.

Attachment #2 – Minutes from the last Education / Communication Meeting

GSC Communications and Education Committee Meeting, September 12, 2014

Present: Drew Hyatt, Meg Enkler, Fritz Moritz, Matte Thomas, Mike Wizevich & Jen Piantek

The Committee looked at the new glassware, everyone was very impressed, it looks great.

It was mentioned that it is possible to put in a customer number in Paypal if we did want to assign each member a unique number.

Fritz discussed the Board retreat and how we need to focus our time and resources given the limitations of working in a volunteer organization. Ralph wanted us to come to the next meeting with a list of what we have accomplished and what we think we can do moving forward.

Recent accomplishments:

- *The Society logo was created.*
- *The first student grant was awarded.*
- *The People's award program is in its' third year.*
- *The new membership brochure was completed.*
- *The Website is being revamped.*
- *CEU for teachers issue was resolved.*

Several potential initiatives were also considered and not acted upon either because they seemed no longer necessary or relevant or they may be too big for the committee's current resources.

What we propose to do:

- *Improve communications with our constituents. Approach Department Chairs at all of the local Colleges and give them an opportunity to showcase the work of their students. We should have an academic highlights on the web so local professors can publicize what their students are doing. Add links to current research on Connecticut geology.*
- *Promote the student grants. We should send a letter to department chairs to announce the scholarship. We will give the current recipient a certificate at the annual meeting and he has already been asked to give a short talk about his research at the meeting as well.*
- *Appoint a Board person to funnel new web content to Lindsay. Drew has expressed his willingness to be a point person on this but won't be able to do that and the Co-Secretary's duties.*
- *Improve newsletter content to Peter. October 1st is the next deadline. Goal of 3 newsletters in 2015 and 4 in 2016.*

- *Assist with NEIC field trips being held at Wesleyan on Columbus Day weekend in 2015. Fritz is willing to work on a possible mineral field trip.*

Matte mentioned that all of our field guides are out-of-print. There was a motion that we reprint the field guides for sale and use any revenue to support the Student research grant fund." These could be offered for sale at the DEEP store and at Dinosaur State Park. Motion passed unanimously.

Respectfully Submitted by Meg Enkler