Arizona Hydrological Society

Arizona Hydrological Society (AHS)
Minutes of Corporate Board Meeting
August 5, 2006, 10:00 am
USGS, Flagstaff
Version: Final

Board Members Present: Peter Kroopnick, Ted Lehman, Michael Geddis, Mike Block, Aregai Tecle, Dana Downes-Heimes, Don Bills, Alan Dulaney

1. AHS Corporate Board meeting was called to order by Peter Kroopnick at 10:20 AM. A quorum was present.

2. Mike Block moved to approve the July 8, 2006 Corporate Board minutes, seconded by Ted Lehman. Minutes approved unanimously.

3. Treasurer's Report by Mike Geddis (**Handout 06.3.1**)
    a. Some checks bounced, because Wachovia failed to transfer funds from the American Balanced Mutual Fund to the money market fund, as ordered. Mike will seek reimbursement for the eight ISF checks. This is a Wachovia blunder.
    b. No chapters reported to the Corporate Treasurer on time this quarter. No final numbers from Don Bills on 2005 Annual Symposium in Flagstaff, and accounting remains open on this event. Still need the 2004 accounting and need to close accounts for that event. Gave $24,000 to AHSF out of American World Fund. Thus "statement" is not totally accurate. CAP grant distributed for 2007: $1400 total of which $600 went to Phoenix Chapter and $800 went to Tucson Chapter. Accountings costs are running about $3000 per year.
    c. Assets are down about $40,000, with $24,000 to AHSF and the rest to operating costs. No income from the Annual Symposium has been posted yet. Mike noted that we are paying operating costs out of the $87,000 endowment, and this is a serious concern. We cannot eat our way through the basic endowment. AHS needs to generate enough money to cover operating expenses.

4. AHS Foundation met on August 4, 2006, talked about supporting AHS and seeing it succeed. Main AHSF function is to build endowment to fund scholarships. Many ideas were discussed. Ted noted if AHS fails, AHSF is in trouble. Mike Geddis noted expenses would go down if AHSF pays scholarships Aregai remarked on the need for

active recruiting. Mike Block noted need for AHSF fund-raising efforts; both AHS and AHSF need an overall plan for mission success. AHS should hold off on moving much money over to AHSF until plans are in place and a new administration is on board. Bill Petroutson sees a need to solicit donations directly from companies, instead of company foundations, plus individuals. Can get scholarship money from foundations. Ted said we should do a joint workshop on fund-raising techniques. Much general discussion followed.

5. How to transition to a real society administrator. Peter discussed responses and needs of AHS (track membership, edit newsletter, manage Web page). Mike Block suggested that the AHS Corporate Board could handle membership tracking through Excel or a database. Could Web page be handled through Macromedia or CSS? Ted suggested chapters have control over Web Sites for each Chapter. Minimal costs for software, if Bruce Joseph is available, maybe he could do it cheap. Mike Geddis will handle checks (membership dues) and Excel membership lists through 2007. Mike Block will handle membership contacts and inquiries through 2007. Bill Petroutson is the Web master. Each chapter will maintain their page, each planning committee to maintain their page. Paul Plato could help. Ted noted that help must be responsible, paid person could be of assistance here. All agreed that Corporate Board needs to stay involved.

6. Evaluations of Responses to Scope of Work for Administrator, which is attached to these minutes (**Handout 06.3.2**). Jamie Gill declined to offer a proposal. Deborah Muse also declined to respond to the Scope of Work, which surprised several, considering her original scope guided early discussions of duties. Debbie Hanson's proposal was discussed (**Handout 06.3.3**). Costs appear reasonable, with Tier A costs at about $1250 per month. Tier B includes symposium coordination. Debbie subcontracts out all Web work, and would not handle Web site maintenance directly, which could be a substantial extra cost. Kevin Blatt's proposal was discussed (**Handout 06.3.4**). He manages the California Groundwater Association. He does Web site work, which is a plus. Only a one-page proposal. Could work with Debbie Hanson for Web site. Capitol Consulting LLC proposal was discussed (**Handout 06.3.5**). They do Arizona Hospice Association, Association of Executives, Institute of Real Estate Management, others. Cost is $3000 per month for Tier A. Meredith Association Management proposal was discussed (**Handout 06.3.6**). Many favorable comments. This is the cheapest proposal, at $1100 per month, and includes Web maintenance services in the price. SOS proposal was discussed; $2000 per month for Tier A activities (**Handout 06.3.7**). KCA proposal was discussed, but this was expensive, at $3500 per month for Tier A (**Handout 06.3.8**). Scarritt proposal was very expensive, at $5200 per month, a real drawback, although they provided the fanciest and bulkiest proposal (**Handout 06.3.9**). Aregai Tecle moved to look more closely at two applicants and interview Debbie Hanson and Jeannie Meredith, with Phoenix Chapter to interview Debbie Hanson and Tucson Chapter to interview Jeannie Meredith with the same or similar questions. Bill Petroutson seconded the motion; passed unanimously.

7. Lifetime Achievement Award

   Mike Block described the committee's selection process. The consensus candidate was Gail Cordy, formerly of USGS, with many major contributions. Other Candidates were

Bruce Johnson and Ken Schmidt. Ted Lehman moved to accept the recommendation of the Selection Committee for Lifetime Achievement Award for 2006 of Gail Cordy seconded by Mike Geddis. Passed unanimously.

8. Annual Symposium preparations

Ted Lehman presented progress on 2006 Annual Symposium. Everything is coming together surprisingly well. Planners have met with Glendale Civic Center to finalize all details. Expenses will be down be no coordinator was hired and no mailings were done, but fund-raising is also down, which offsets the decreased costs. Attendance at the event will be critical to its success. The little USB flash drives will be a big hit. Could we get more of these for new members as a perk? Ted described workshops at Annual Symposium. Discussion shifted slightly to new members. Explain hydrologists' careers at ASU or UA. How did we all get into AHS and what benefits occurred?

9. Membership Discussion

Increase in dues was discussed. Aregai Tecle said we should devote one Corporate Board meeting to implementation of the strategic plan, including dues increase. Ted noted membership focus at the Annual Symposium. Mike Block suggested leadership development sessions as useful. Mike Geddis said that AHS is maturing—no one needs work, thus no networking, hence membership is declining. Need to re-define AHS goals. Several people noted that AHS needs to get more participation from state agencies. Need to focus more on surface water (permitting, flood control, etc) to make AHS less of a solely groundwater organization. Need a good presence on the ASU, UA, and NAU campuses. Recruit from departments outside Geology, in Engineering, Forestry, Environmental, etc. Proposal for Arizona Water Institute from AHS to do workshops, could get funding. Aregai noted that advertising should be oriented to consultants, agencies, plus students; focus should be on individuals. Bill Petroutson suggested peer-reviewed publications. Aregai noted that the Arizona-Nevada Academy of Sciences has a free journal, dues only $35 per year. Suggestion of workshops for current members. Funding sources for workshops? Suggestion of more advertising in *Southwest Hydrology*. Explain the AHS history and goals. How about extras, such as giveaways. We could subsidize AHS Symposium attendance. But what would be the perception of this? Mike Geddis moved that board members who serve in 2007 get complementary registration at 2007 Annual Symposium, if desired, except for dues. Much discussion. Some reservations about perception of this, but a low true cost to AHS. Motion was revised: AHS board members shall receive complementary Annual Symposium registration in the year of their term, if desired; but the complementary registration does not include annual membership dues. Aregai Tecle seconded. Vote was five yeas, one nay, and one abstention. Passed. Peter will announce this at the annual meeting, and Ted will e-mail Leilani, all in the hope of drawing more volunteers to board work. We should talk about strategic planning in August or July for a board retreat, perhaps in Flagstaff.

10. Discussion on dues

    The Corporate Board, as stated in the Bylaws, sets dues. Raising the dues seems overdue, but perhaps not this year. Could raise dues to $50 in 2007. Discuss this at the next annual meeting in Glendale. Mike Geddis moved that annual membership dues increase beginning with the 2008 membership year. Aregai seconded. Some discussion of the need for more info resulted in a withdrawal of the motion.

11. Annual meeting should address concerns of no growth in membership levels, low dues and the low cash flow, plus the change in administrative duties with the departure of Leilani Bew. Membership needs to know these concerns.

12. Next meeting on November 18. Place?

13. Meeting adjourned at 2:30.