

Arizona Hydrological Society

Minutes of Corporate Board Meeting  
May 10, 2008

Office of J. E. Fuller

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Board Members Present: Alan Dulaney, Nick Melcher, Ted Lehman, Aregai Tecele, Matt Beversdorf, Jeff Gawad, Paul Plato, Keith Ross, Dana Downs-Heimes,

1. Alan Dulaney called the meeting to order at 10:15 am Quorum present. Alan passed out the meeting agenda ( handout 08.05.01). Alan announced that Jeannie Meredith was discontinuing her contract effective at the end of June.
2. Ted Lehman moved to approve the notes from the Jan 26, 2008 meeting with the amendments discussed. Paul Plato seconded. All approved.
3. AHS Annual Budget for 2008  
Alan indicated the Mike was out of country and could not make a treasurer report. Alan indicated that all the sessions during the last year were successful and as such AHS finances should be in good shape. Mike will need to send out a budget electronically as soon as he returns. Ted Lehman lead a general discussion regarding the need to better consolidate the AHS bank accounts.
4. Report from Planning Committee for the 2008 Symposium  
Aregai Tecele reported that 88 abstracts for the Symposium had been received. Flagstaff chapter is planning to hold a meeting May 22 to finalize abstract selections and organize sessions. There will be 5 talks per session. Papers will be accepted until the May 22 meeting. Sorosh Sorrosian has agreed to be the keynote speaker (Handout 08.05.02). The title of the keynote speech is "How Predictable Is the Climate system: Droughts, Floods and Extreme Events?". Monday night entertainment has not been selected. All Workshops are done except water law. Aregai passed out registration forms (Handout08.05.02). We presently have three sponsors. Target funds from sponsors and exhibitors is \$100,000. Conference will be held at the Woodlands Radisson Hotel. AIPG has held 650 room/nights at the Woodlands. It was decided that the commitment of a number of rooms at Drury Inn, adjacent to Woodlands, for AHS members will be held until an assessment is made of the distribution of the 650 room/nights committed to AIPG. Alan Dulaney will provide Aregai Tecele with a number of room requested after contacting AIPG. Jeff Gawad, Ted Lehman, Nick Melcher Keith Ross agreed to assist Ginger McLemore with editing symposium abstracts.

5. Report from Planning Committee for the 2009 Symposium

Ted Lehman said the plans for conference are on schedule. The symposium will be held jointly with American Institute of Hydrologists (AIH). The Westin Kierland in Phoenix will host the conference. Ted passed out proposed budget for the 2009 conference. AIH plan to publish full set of papers. Allen Gookin is the representative for AIH. The committee is presently looking for a keynote speaker.

#### 6. Report on scholarships and Internships-

Aregai Tecele announced that Cheri Topel is the recipient of the Herman Bower award.

Jeff Gawad announced that Amy Lynn has been selected for the Halpenny Internship. Schlumberger is donating \$2500 towards this award.

Aregai Tecele reported that there were 7 applicants this year for the AHS scholarship. Aregai gave applicant package to Ted Lehman for review. Aregai needs a response by May 31.

#### 7. Reports from standing committee:

##### Newletter

Alan Dulaney indicated that he thought Newsletter looks ok but needs to be sent to membership. Nick Melcher will meet with Joe Gelt, Arizona Water Resources Research Center, to learn their process for releasing the AWRRC newsletter electronically.

##### Website

Matt Beversdorf has been updating the website Surface Water Seminar, Calendar, and Announcement pages. Paul will check on cost and use of "Dreamweaver." Website committee will meet on Friday 23<sup>rd</sup> at noon. Nick and Phiyen Nguyen will participate by conference call.

#### 8. Chapter Reports

Phoenix- Ted Lehman indicated that the major activity is the forthcoming Surface Water seminar on May 15. Ted is anticipating a \$3,000 overage from the event.

There are five sponsors for the seminar. The Phoenix chapter will host a dinner meeting May 13

Flagstaff-The fall symposium is the major activity. The Flagstaff chapter is attempting to organize a field trip. The Flagstaff Chapter will look for a native dance group for the symposium.

Tucson-Jeff Gawad indicated that the Karchner cavern tour was a big success, Todd Shipman will speak on earth fissures. The Tucson Chapter is sending out a survey to investigate and improve the interest level of evening lectures.

#### 9. Transition from Jeanie Meridith to Nick Melcher

Executive Director Proposal –(notes by Matt Beversdorf)  
(Nick Melcher)

- The attendants agreed that Nick Melcher brings more to the table than Jeanie would. Melcher has many contacts throughout the state. Has more vested interest in the success of the organization. Melcher asked for some computer support and has someone available at \$25/hour.
- Duties(see attachment):
  1. All things that Jeanie was already doing.
  2. Employment opportunities in hydrology
  3. Be a general spokesman and greater visibility for AHS.
  4. Facilitating a coordinating atmosphere with people, groups, agencies, companies, and other organizations that interact with AHS. Provide follow-up information for sponsors, volunteers, etc, that keeps everyone excited about their work with AHS.
  5. Try to coordinate a key contact person for each agency / organization that is involved with AHS.
  6. Assistance for major AHS activities with above roles: ie. lay a role as AHS Advocate, assistance with announcements...Not at the level of main planning person / coordinator.
  7. Assistance to AHS committees when requested. Alan will probably need to coordinate with the Newsletter committee.

Discussion: Suggestions to revisit the details in 6-8 months once Nick gets a little more settled into this position. Nick admits computer work is not his strong suit, so he has Phiyen Nguyen already lined up to help him out on technical things.

#### Timetable:

1. Transition from Jeanie
  - a. Access database that stores more information for each member. Will have to work with Jeanie to transfer membership information. (Alan) – Membership records will need a lot of cleanup. We can also use this opportunity to collect additional information on the Membership in order to facilitate retrievals by attributes. We will also have to make sure that Nick gets all new membership emails and permissions on the Merchant account to review data on membership payments.
  - b. Nick will work towards sending out the June Newsletter.
  - c. Newsletter distribution is a big issue. Need to work on a better, more reliable, system. PDF format is considered the key.
2. Record keeping: A lot of files and cabinets are at E.L Montgomery and Associates. Files need to be cleaned out.
3. Financial role Alan Dulaney thinks that Nick can help the treasurer with collecting and depositing checks, writing checks, and collecting statements, etc. More responsibilities possibly by January 2009.

#### Fees:

Will have to set up a separate contract with Phiyen Nguyen for computer technical support. Nick will have her submit something to Alan for distribution and review.

Aregai reminded us that AHS had times without a lot of income. We need to make sure that we are generating enough income to pay for the Executive Director services.

Nick dropped the April phase-in fees because of delay. Nick is proposing \$500 for May and \$1450 for June. Then fee will continue at \$1450 for 6 months (until January 1<sup>st</sup>). AHS will review the Duties, Schedules and Fees at the January meeting.

Motion: Aregai motioned – Moves that as of today, that AHS agrees to enter an interim agreement with Nick Melcher as described in his attached proposal and with modifications determined in discussion today, with the purpose of assuming the duties of Executive Director for AHS. (Specifically \$500 for May and \$1450 for June).

Seconded (Ted) , and voted on: (With Nick Abstaining) a Quorum of 6, voted in favor of the motion.

Motion: Paul Plato moved that Board Directs the President to negotiate a contract with Nick Melcher to serve as Executive Director of the Society.

Seconded by Ted Lehman. Motioned is passed unanimously.

#### 10. New Business

We need to contact Crystal Thompson of CAWCD and receive the reporting requirements for CAP contributions.

Foundation-- New Director is Chuck Graf, Foundation needs to be further disassociated from Society to be acceptable

#### 11. Set Next Meeting

Flagstaff Meeting July 19, 2008 Possibly at NAU.

Ted Lehman moved to adjourn, Jeff seconded. Passed at 2:04PM.