AHS Corporate Board
Meeting Minutes
Saturday, October 17, 2009, 11:00 AM
Location: Offices of Arcadis, Inc.
8222 South 48th Street, Suite 140
Phoenix, Arizona 85207

Dana Downes-Heimes and Erin Young (via phone), Alan Dulaney, Christie O'Day, Beth Proffitt, Ted Lehman, Lee-Anna Walker, Mike Hulst, Matt Beversdorf

1. Call to Order – Alan Dulaney at 11:11
2. Minutes from July18, 2009 meeting – Lee-Anna Walker
    a. Beth motions to approve July 2009 minutes without edits, Ted seconds, all approved.
3. AHS Treasurer's Report and Installation of new Treasurer – Beth Proffitt
    a. Electronic vote appoint Beth to Corporate Board as Treasurer to replace Mike Geddis. Motion to formally install Beth Proffitt of Treasurer Lee-Anna Motioned, Dana second – all approved motion
    b. Get Beth on a signature authority on the merchant account and corporate board accounts. Alan and Beth will work on getting this through.
    c. Need to officially change the address for the Corporate accounts and the ACC.
    d. No reports from Tucson, we have the check register from Flagstaff.
    e. Flagstaff - $665.47
    f. Phoenix - $3430.30 checking, $5,103.56 in savings
    g. Beth wrote to Dave with Wells Fargo (formally Wachovia) to send us most recent statements
    h. In 2010 Beth can make changes to banking options – possibly do on-line banking etc.
4. Consideration of the AHS 2009 Budget
    a. Budget was not approved at July 2009 (June 30' 2009 version from Mike G.) Status update given by Beth at Annual 2009 Meeting but was not

approved at that time. Beth motions to approve the June 30, 2009 as presented at the Annual 2009 meeting, Lee-Anna seconds, all approved.

b. Ted suggests that Chapter Presidents draft budgets for the next Corporate Board meeting by November 2009. Beth will send e-mails to the Presidents.

5. Chapter Reports
    a. Phoenix – Ted Lehman
        i. Meeting in October 2009 – Sunup Brew House.
        ii. November 2009 – Tim Bray with CAP – Sunup Brew House
        iii. December 2009 and beyond – no speaker
        iv. Elections – Mike Hulst President, Keith Ross as VP, Tom Walker and Angela Bond – Chapter Board members, Beth, Alan and Lee-Anna Corporate Board members, Kirk Creswick – treasurer.
        v. Christie, Mike, and Ted visited Desert Willow Conference Center for 2012 annual meeting. 50% non-profit organization discount. Possibly do it on Tuesday-Thursday days with Friday field trips – proposed days.
    b. Flagstaff – Erin Young
        i. Dana (budget) – hard to charge attendees for monthly.
        ii. 3rd installment made to Flagstaff intern
        iii. September 2009 – Possibly ask Steve Rice with Grand Canyon/hydrologist – trip to seeps and springs in Grand Canyon
        iv. Discussing how to fund the foundation
        v. Paul Whitefield – field trips Santa Fe Dam or Walnut Canyon (spring)
        vi. 2008 money raised from Symposium – but not given back to Flagstaff. Flagstaff having difficulty raising money to fund meetings.
        vii. Ted feels Corporate Board should support Flagstaff. Flagstaff chapter should provide us a proposal for Corporate Board to consider.
    c. Tucson – Jeff Gawad – not available to report
6. Wrap-up Report for the 2009 Symposium – Ted Lehman on behalf of Keith Ross
    a. 270 attendees total (not included teacher's workshop). More attendees than Glendale.

b. Enough revenue to give $5000 seed money, $5000 to AIH seed money, and Corporate Board seed money costs back. Main loss was with room nights loss/profits were to be shared with AIH. Some invoices stsill outstanding, we estimate that we will have a profit of ~$300.
c. Main critiques –venue was too expensive based on economics.

7. Report from Planning Committee for the 2010 Symposium – Jeff Gawad – not available to report.
    a. Alan says that Jeff will be leaving to Cairo in January, Kate Duke will be the Co-Chair/Chair person, Howard Grahn – Symposium Treasurer, unknown if volunteers have stepped forward. Alan will attend the late October planning meeting. Alan concerned about a lack of volunteer base.
8. Report from AHS Foundation – Ted Lehman
    a. Mike G. also resigned and Howard Grahn as Treasurer
    b. Ted will fill the remaining 2 years of Mike G. term
    c. We will need another opening in 2010 from the Corporate Board to serve on the Foundation board.
    d. Foundation application to IRS still not approved
    e. AHSF directors were appointed for 2010 at the Annual Symposium AHSF meeting
    f. Foundation concerned about AHSF ability to continue match scholarship and internship stipend amounts. For next year's internship/scholarships marketing, AHS Corp. Board and AHSF need to determine the amounts of each award for AHSF to determine if it can match funds. Decision needs to be made by the end of 2009.
    g. Beth will make a statement of financial standing for what we can give back to the AHSF. Due by the end of October 2009 if information is provided in a timely manner from Tucson. May need special Corporate Board meeting in December 2009 to discuss amount to be given to the AHSF and the stipend amounts for the scholarships and internships. Also discuss each Chapter's proposed budgets for 2010.
9. Report from Standing Committees – Alan Dulaney
    a. Erin is taking over the scholarships for Flagstaff in Argai's sabbatical. Application due end of April 2010, need to nominate somebody to organize interns/scholar winners. Comments to be sent to a google voting system.

10. Discussion of Scholarship/Internship Programs – Alan Dulaney
    a. Alan has not had an opportunity to revise scholarship and internship program guideline document – October 2007 Draft v. 1. Alan will try to make revisions by Thanksgiving and will distribute to Corporate Board for discussion.
11. Report from Executive Director – Matt Beversdorf
    a. See attached presentation
    b. Current PO Box expires end of October 2009. May want to move to a location closer to Christie O'Day (new ED see item #12). ~$10/month plus initial set up fee.
    c. Christie will look into PO Box location which could also act as the ACC address as well. The banks statements will continue to go to Beth's home address.
    d. Beth will check with the IRS and ACC to make sure that a PO Box is a valid address.
    e. Matt will add Christie and Alan as additional personal google phone number.
    f. Matt will look into getting the Google voice conference calling options. Beth will reimburse ARCADIS for any potential conference call charges.
    g. Matt will send lost members list through Google Docs to help find current contact info.
    h. Matt proposes using mail-merge with google technology for voting for officers.
    i. Chapters need to identify their nominees by October 31, 2009, responses due by November 30, 2009. Electronic or ballots are both okay.
12. Presentation concerning Executive Director (ED) position – Christie O'Day
    a. See attached proposal
    b. Point of contact
    c. Been in AHS since 1993 and most planning committees for Symposiums since 1993. Excellent institutional knowledge. Matt will train Christie on the website for newsletter and memberships and additional tasks.
    d. Alan feels that it would be difficult to spread duties to the board members. We need to have that single point of contact.

e. Matt showing breakdown of executive director tasks. However, they are all very interrelated. So may be difficult to break out to individual people. Easier to have one person oversee the ED role.
f. ~400 members * 45 = 18,000. We paid similar amounts in the past.
g. Ted is concerned that the Corp. Board should make this decision as a proactive decision to keep momentum in light of a deficit expenditure.
h. Alan – Corporate Board should be looking at cutting expenses (ie. Taxes, accounting firm, legal fees, book keeping) that we could divert funds and tasks to ED. However, this is outside the current proposal.
i. Matt – thinks that Mike G. might have padded some of the budget items (ie. $9000 for call for abstracts when we did that through e-mail).
j. How would we finance the transition period –
    i. After January 1, 2010 Christie would expense out the computer assistance.
    ii. Contract with Matt through end of 2009.
    iii. Invoice AHS on monthly basis, in lieu of quarterly. Christie will revise her proposal to reflect that.
    iv. Beth motions accept the proposal for Christie O'Day to become the ED January 1, 2010 pending edits and revisions to the current to proposal, Lee-Anna seconds, all approve.
    v. Ted motions effective signature of approved contract the Corporate Board will fund Christie O'Day for 20 hrs at rate of $30/hour effective as of the proposal approval date through December 31, 2009. Erin seconds, all approved.

13. Other New Business
    a. Visit by-laws for more electronic voting, submittals, etc.
    b. Phoenix may consider changing their monthly meeting nights so that Phoenix members can travel to Tucson to assist with Symposium Planning Meetings.
    c. Erin will try to identify an NAU sponsor for the High Country Conference Center – Possibly Abe Springer etc. Or possibly hold the 2011 Symposium in Verde Valley.
    d. Greg Mitchell with HDR will have AEG student night at ASU this year. April 6, 2010 at the Memorial Union.

e. Vicki Mills is President of Geology Club and will try to publicize Phoenix Meetings.
f. Enrique Vivoni with ASU (civil engineering professor) may be a good contact for AHS publicizing.
g. Alan met with AZGS to discussing how the budget might be getting cut. Find 30% January 1, 2009 cuts from the program. Keep Oil & Gas functionality, ADWR/ADEQ will also be going through 30% cuts.
h. Groundwater flow model for the Salt River Valley – modeling at ADWR-training/fundraising option in November – support at the Phoenix Chapter level.

14. Set next Meeting and Adjourn
    a. January 23, 2009 in Tucson – location to be determined 10am til 2pm.
    b. Adjourned at 3:10