

**47th Annual North-Central Section Meeting
Minutes of the Management Board Meeting
May 2, 2013**

The meeting was called to order at 7:15 a.m. on 2 May, 2013 in room 1060 of the Fetzer Center on the campus of Western Michigan University in Kalamazoo, Michigan.

1. Seventeen people were present and introduced themselves. They were John Szabo (Past North-Central Vice-Chair and current North-Central Section Travel Grants Coordinator), Al Kehew (Chair of the 2013 Kalamazoo meeting); Duane Hampton (Vice-Chair of the 2013 Kalamazoo meeting); Paul Hanson (Vice-Chair of the upcoming Lincoln meeting and Management Board Member, 2013–2016), Douglas Aden (Management Board Member, 2011–2013), Kevin Evans (Management Board Member, 2008–2011), Nancy Williams (Meeting Planner of the 2010 Branson meeting), Kathryn Wright (Budget Chair for the Kalamazoo meeting), Robb Gillespie (Field Trip Chair for the Kalamazoo meeting), Michelle Kominz (Judging Chair for the Kalamazoo meeting), Tom Howe (Exhibits and Sponsorship Chair of the Kalamazoo meeting), Steve Brown (discussing a potential 2016 or 2018 North-Central Section meeting at Urbana-Champaign), Harry Jol (discussing a potential meeting at Eau Claire, Wisconsin), Jack Hess (GSA Executive Director), Suzanne Kay (GSA Vice-President), Geoff Feiss (GSA Foundation), and Joe Hannibal (North-Central Section Executive Secretary).
2. The agenda was adopted.
3. Minutes of the Management Board Meeting at the 46th Annual Meeting of the North-Central Section on 23 April, 2012 were approved.
4. Reports were made by the secretary. Joe Hannibal distributed financial reports that showed that the Section had a total of \$126,338 in its operating account at the end of March, 2013 (including \$41,414 in deferred meeting revenue). [Deferred meeting revenue consisted of funds related to the section meeting.] The Financial Activity Summary for the North-Central Section Endowment in the GSA Foundation was also distributed. Funds in the endowment at the end of March, 2013 were \$187,403, up from \$154,603 at the beginning of the fiscal year. The 2012 Annual Report of the Section to the GSA Council was distributed and it was noted that both the Annual Reports to Council and the Minutes of the Meeting were posted on the North-Central Section website which is a part of the Geological Society of America site.
5. Al Kehew reported on preliminary statistics (with about 400 registrants as of this morning) and fiscal outlook (good) for the meeting in Kalamazoo. [Note: final registration was 475 registrants excluding exhibitors]. The hotel situation was discussed (rooms in the more expensive hotel were not filling up as expected). Robb Gillespie discussed the upcoming field trips (good numbers) and the upcoming core workshop (low numbers). The latter workshop was being held on Sunday, the day after the field trips.

6. The Thursday morning North-Central GSA Campus Representatives, Meeting Planning and Technical Program Advisory Board, and Local Committees Meeting to be held on Friday in this same room was noted and all were invited.
7. The consent agenda was adopted by unanimous vote. In it: Up to \$ 2,000 was allocated for student paper awards for the 2014 meeting. Up to a total of \$6,000 of Section funds (not counting GSA Foundation matching funds) was approved for student travel to the fiscal year 2013–2014 North-Central Section and/or Annual Meetings. And a maximum of \$2,100 was allocated for Undergraduate Student Grants. This is a total of \$10,100. Expenditures from the Section Endowment (up to \$ 4,100 for the 2012–13 fiscal year and up to \$ 6,000 in the 2013–14 fiscal year for student papers awards, undergraduate research grants, and student travel (this amount includes the items noted above; it is not in addition to the amounts noted in the various categories). Finally, up to \$20,000 was allocated as a donation to the North-Central Section endowment fund, depending on availability of funds and the outlook for the stock market. [The items on the consent agenda were voted on and approved by voice vote of the membership of the Section at the Business meeting of the Section on the evening of 2 May, 2013.]
8. Reminders were given to future meeting planners about the General Trade Agreement between the North-Central Section and GSA.
 - a) Study of the Online Section Manual (full of important information) was recommended.
 - b) The General Trade Agreement between North-Central Section and GSA (which provides two comp registrations for GSA officials, two exhibit booths for the GSA Bookstore, three nights lodging for the bookstore person, and four nights lodging for GSA officials. Study of the Online Section Manual was again recommended.
 - c.) It was noted that if GSA is the registration agent for your meeting (and it would not be wise to not have GSA headquarters do this) it is important to pay attention to the contract regarding the need to reserve a room for the GSA staff member who does on-site registration. Study of the Online Section Manual was again recommended.
9. The Section request that each meeting add \$ 10,000 to the meeting budget to recoup the circa \$ 10,000 that the Section gives away in travel grants, etc. each year was noted. The funds raised from meetings are the main reason for the continued growth of the Section Endowment during the last decade.
10. Other business:
 - a. It was noted that the Section Secretary needs meeting statistics from the local committee and GSA Headquarters after the meeting. These include a balance sheet and the list of student paper awards.
 - b. It was noted that reports on the meeting and its components should be compiled by the local committee as soon as possible and that they should be patterned after the reports produced for the Akron 2006 meeting and/or the 2010 Branson meeting. The reports should include as much information as possible as to how

things were done so that the organizers of the next meetings can use them in organizing their meetings.

- c. Poster boards were discussed. Duane Hampton suggested that they be retained as they were being successfully used at the Kalamazoo meeting. Arrangements were being made to transport the poster boards to Lincoln for the next meeting.
- d. Planning was discussed. It was noted that it should not be assumed that people will come to a meeting simply because a meeting is being held and that the technical program chairs and others need to contact and confirm participation of as many professionals and students as possible well before the meeting. It is also critical to get organizers named for a good number of technical sessions and invited symposia well before the meeting so that they can recruit suitable speakers. It was noted that the Section has a document with suggestions on organizing sessions posted on the Online Section Manual.
- e. Paul Hansen discussed aspects of the upcoming 2014 Lincoln meeting, including the roster of local committee members.
- f. The 2015 North-Central meeting at Monona Terrace in Madison, Wisconsin, was discussed. It was noted that the meeting was on a Tuesday-Wednesday, but also that it was later than usual (May 19–20) when many schools have finished their terms.
- g. Two possible venues for the 2016 North-Central meeting were discussed: a joint Southeastern-North-Central meeting in Louisville, Kentucky, and a meeting in Urbana-Champaign. The Urbana-Champaign meeting was favored by the majority of members of the Management Board.
- h. Harry Jol discussed the possibility [subsequently tabled] of a meeting in Eau Claire, Wisconsin.

11. Jack Hess and Suzanne Kay discussed GSA matters.

12. Geoff Feiss of the GSA Foundation noted that there have been some significant donations to the foundation this year, noted that the foundation would match Section student travel grants in the usual amount (\$4,500) this fiscal year and that the Foundation would match contributions to each Section Endowment up to \$5,000. He also noted that these matches are a standing policy of the Foundation. Feiss also discussed a new initiative to provide funds to send underrepresented urban students to the Annual Meeting. \$ 1,500 in support of this initiative from the Section was requested. He also noted the hiring of a corporate partnership person at the Foundation and the need to coordinate corporate donations with that person.

13. Michael A. Phillips was approved as an incoming Management Board Member (2013–2016). He has been the North-Central Section Representative on the GSA Geology and Public Policy Committee. [He was also approved as a Management Board Member by voice vote of the membership of the Section at the Business meeting of the Section on the evening of 2 May, 2013.]

14. A new Section Executive Secretary, Nancy S. Williams, was elected unanimously. [She was also approved by voice vote of the membership of the Section at the Business meeting of the Section on the evening of 2 May, 2013.]

15. The meeting was adjourned at 8:30 a.m.

Draft minutes compiled May 8, 2013.

Joe Hannibal
Executive Secretary, North-Central Section
Geological Society of America