

## **Draft AWG-PS Board meeting minutes May 1, 2005**

The meeting was held at Lynn Moses' house. Attending were Lynn Moses, Shawn Blaasing-Thompson, and Marcia Knadle. Despite barely having a quorum, we had a very productive meeting.

Minutes for Feb. 12, 2005 board meeting were approved as earlier revised. (Sent by e-mail 3/3/05)

### **Chapter Management**

#### **Membership status and recruitment:**

We currently have 36 members as of 4/27/05, including 9 new members:

Niki Bowerman  
Nancy Bowers  
Christen Elliot  
Julia Jackson  
Michele Koppes  
Amelia Shevenell  
Pamela Stewart  
Julia Turney  
Patricia Weston

Melinda Menke (our 2004 scholarship recipient) should be on this list – Carla confirms that she sent in her application with a \$15 check on chapter funds. (Carla, have you tried to find out what happened or should I? Was the check ever cashed?)

10 members haven't renewed:

Sarah Albano  
Jody Bourgeois  
Debra Ducotey  
Cheryl Greengrove  
Alicia Musselman  
Linda Palla  
Renee Quenneville (she's in the Peace Corps in Africa right now)  
Constance Shultz (e-mail died some time ago – she probably moved away)  
Karen Schurr  
Paula York!! (Paula, you have to be a member to be an officer. If you think your membership may have gone astray, please let me know so I can get the AWG office to track it down. If you've forgotten to send it in, please do it now!)

We discussed the revised annotated courtesy copy and Alma Mater lists I sent out. Lynn would like to try to get some more people on the cc list to join and wanted a short list of people I thought would be most likely to join/rejoin if directly asked. I gave her a list of 12 from the courtesy copy list. **I suggested Lynn try to recruit Anne Udaly not only to rejoin, but to take over the Treasurer position when Carla's term ends. I'll send an e-mail to the list of non-renewals to ask them to renew OR to let me know if they did and just aren't showing up. (Lynn, I'll let you know who doesn't respond so you can follow up if you wish.)** Shawn asked me to add names to the cc e-mail list (I'll try to do that soon, Shawn.) We decided we should add Dave Knoblach to the cc list ([knoblach@comcast.net](mailto:knoblach@comcast.net)), which I've since done.

Right now, we don't have firm plans for using the Alma Mater list, but Lynn appreciated the background information on members, which may help enlist members to speak or help on projects.

### **Chapter History Project:**

I've been supposedly working on the chapter history project, but haven't made much progress. We decided the project should be broken into chunks including:

Officers  
Events – meetings, field trips, others  
Scholarship recipients  
Science fair winners  
(Let me know if you think of other categories)

I have the scholarship recipients piece nearly done, and the science fair winners wouldn't be hard (it's mostly on the web site), but the other pieces require major office cleaning to dig out information, and won't likely happen soon. The chapter has been around for over 20 years now, so it's a lot to sort through.

### **Treasurer's report:**

Carla sent her report via e-mail because she couldn't attend. As of May 1 we have a balance of \$3,729.59. She changed our bank account with Key Bank to one with no monthly fee. She also submitted the mid-year report to AWG on 3/31/05 (on time, as usual).

### **Officer recruitment:**

Lynn is willing to continue as President, I have another year left on my term, and Shawn is willing to continue as Newsletter Editor. We need to recruit a new Treasurer and a new Scholarship Committee Chair. **Paula, do you wish to continue as Vice President? Carla, do you wish to take on another office?**

## Program

### Remainder of FY 05:

May 7 – joint field trip with Ice Age Floods Institute to Frenchman Coulee. (9 AWG members/spouses/friends attended.)

May 19 – Lynn Moses will speak at a joint AWG/AEG meeting in downtown Tacoma at The Vault restaurant. **AEG sent the announcement out on May 5, so we should at least forward that to our e-mail lists. (Lynn, would you like me to do that, or will you?) I'll send out a follow-up message inviting Seattle-area members to carpool down. I'll mail a copy of the announcement to Rosalind Liston-Riggs. Shawn has offered to put together a poster to display at the meeting IF we send her pictures and text "fairly quickly." (Shawn, what's the deadline??)**

Crafty Ladies (late spring/summer) -- Shawn has 3 volunteers and will try to set a date with one of them (Kathy Troost – jewelry making, beading; Wendy Gerstel – knitting; Lynn Moses – cooking soups and sauces).

Oregon coast field trip (~mid-September) – Unfortunately, I haven't had time to work on this beyond the initial inquiries. We decided to aim for one of the 2 weekends following the Labor Day weekend. I've assembled a list of possible leaders, whom I will work on contacting so we can settle on a date. We also decided it should be a 4-day trip, focusing on the mid-Oregon coast, from the Newport area to the Florence area. I'll look into opening it up as a Regional field trip, if I can recruit someone to organize transportation from the Bay area.

### Tentative FY 06 program:

October 8 – We decided to have an Oktoberfest at Lynn's house to kick off the new fiscal year and introduce new officers and outreach programs. The chapter will spring for beer, wine, hot cider, bratwurst to grill and hot pretzels. We are to bring a friend, a dessert, and/or an AWGF donation. This will be either a strictly social event, or we may ask Mei Mei Wang to come up from Portland to tell us about DOGAMI's tsunami work. We'll have another mini- Mima Mounds field trip. (The camas was blooming beautifully when we were there!)

December 3 (tentative) – We'll have another Geofilm Fest / 21<sup>st</sup> anniversary party / scholarship award meeting. Please let me know if you have film suggestions.

We also discussed trying to get someone from the AWG speaker's list to come speak at a joint AWG/NWGS (or perhaps another society) meeting next fiscal year. **We need to choose a speaker (you can look at the list on the AWG website), set a date with her and with the other organization, and send a request for travel funds to AWGF.** (My reading of the information on the website is that

the travel grant is limited to \$500, and that the other organization may have to be the entity that submits the request.)

## **Outreach**

### **Science Fairs:**

Elaine Brouillard judged at the Mid-Columbia Regional Fair in Richland, and Shawn and Paula judged at the South Sound Regional Fair at PLU in March. Paula and I judged at the State Fair in Bremerton in early April. We gave books and certificates to all winners, plus a \$50 and a \$100 savings bond at the state fair. Unfortunately, Paula and I messed up. We gave the forms to give permission to use photographs (which the parents signed) and to submit social security numbers (necessary to purchase US savings bonds) to the parents to send back to us. Neither of them has come back, so we have no permission to use the photographs, no information to give out the savings bonds, nor the contact information to prompt the parents to send the information back. I can't find phone numbers for either family in phone books. Apparently, we can't give away money. Possibly the fair management can help us contact them, or perhaps they'll trickle in yet. **I still need to send Carla my expense form. Shawn will put together a funding proposal to AWGF this summer (around \$400).**

### **Scholarship:**

AWGF has finally agreed that it's OK for us to move the scholarship award to fall AND that we can carry over the FY 2005 funds without having awarded a scholarship this fiscal year. There are several of us in this area going on the AWG Grand Canyon field trip. The leader requested participants to send \$100 each to AWGF. I'll remind Lynn Simmons and Linda Khandro to write in the chapter scholarship on their checks. We may come up with the money for the scholarship right there. Shawn will revise the funding proposal for AWGF this summer (\$500).

### **Mini research grants:**

Carla and Lynn are spearheading this, and Carla's been too busy to work on it this quarter. They'll put a big push on over the summer to get a funding proposal together for AWGF. We decided this should be for undergraduate students only, since graduate students typically have other funding options available. We discussed including a one-day workshop on writing grant proposals in the AWGF funding proposal. Lynn and Shawn know a couple of people who'd be good. Lynn will contact colleges to ask how best to advertise.

Teacher survey: Paula put together a draft and several people commented. We discussed the comments and developed a few other changes. Lynn will send

revisions to Paula. Shawn has a list of additional Olympia-area teachers for Paula.

### **Fundraising:**

We talked about offering corporate sponsors ad space on the website. I'm attaching a Word letter/form that Phyl Halvorson (AWGF VP) developed recently to solicit donations. Shawn says she can adapt to solicit specifically for our projects. While the scholarship may be covered by donations from participants on the Grand Canyon FT, we'll need a push in the fall to solicit donations for our other projects. I suggested asking Alicia Musselman to take that on, she did such a good job with the Convention fundraising. Anne Udaloy may also be interested in helping. **I offered to ask Phyl if there was any other chapter with a similar existing program.**

We need to remember to send thank-you letters to scholarship donors (especially corporate donors) **after** the scholarship is awarded, including the newsletter story about the recipient. AWGF sends thank you letters, and we've done it as well when we know who donated, but that has historically happened before the award. One past corporate donor complained about never hearing who the money went to. The Scholarship Committee chair needs to get the donor information from AWGF and make sure the story gets to any donor who isn't on our newsletter mailing list.

### **Newsletter**

The deadline for the May issue was last Thursday May 5 (sorry I didn't get these minutes out right away). Janet Tanaka had submitted several items, and Lynn was going to get the May 19 meeting announcement to Shawn. She'll also include a science fair story, a calendar of future events, as well as a plea for scholarship contributions and a call for officers and committee chairs. Shawn, I'll write up a story on the May 7 FT soon, but probably not in time for this issue.

The summer newsletter edition will include a report on upcoming chapter activities and objectives and our fiscal condition, the report on the May 7 FT, the announcements for the Oregon Coast FT and the Oktoberfest meeting, the chapter directory, and hopefully officer candidate bios. The ballot will probably be sent via e-mail.

Shawn revised and sent the story on the 20<sup>th</sup> anniversary party last December to the Gaea editor for inclusion in the next issue.

Respectfully submitted  
Marcia Knadle  
May 10, 2005