

**New Mexico Academy of Science
Board Meeting Minutes**

Virtual Meeting Location:

Call-in number 1-712-432-3011 Code 154202(6081host) August 29, 2015

Physical Meeting Location(s): NMMNHS, NMSU

Agenda Items

1. Call to order

Jason called the meeting to order at 10AM. Parenthetical notation in the minutes shows the person who made the motion followed by the person who seconded the motion. (Motion, Second).

2. Roll call

Board Attendees

All members by conference call: Malva Knoll, Jason Jackiewicz, Deb Novak, David Peters, Lynn Brandvold, Kurt Anderson, Hal Behl, Marvin Moss, David Hsi(Emeritus Board Member), Richard Nygren, Michaela Buenemann, Vince Gutschick, and Shanalyn Kemme.

3. Proof of quorum

A quorum of 12 of 14 was present. At 12 PM Shanalyn left the meeting. A quorum was still present.

4. Approval of the agenda (Jason Jackiewicz)

The board approved the agenda as printed (Lynn, Shanalyn).

5. Approval of the 2 May 2015 meeting minutes (Malva Knoll)

The board approved the minutes as printed (Lynn, Marvin).

6. Program reports (Standing Committees)

a. NM Junior Academy of Science (Lynn Brandvold)

Lynn reported that she reapplied to Sandia National Labs for the \$2500 grant to be used for prizes. She also checked with EPSCoR to approve inclusion of presentations from the students at the 2015 conference. Lynn is preparing an advertisement for the NM Science Teachers' Conference in November. Malva will provide a PR piece for Lynn's use to create the final advertisement. Jason confirmed a \$300 limit for PR in the 2015 budget. Deb is suggesting that NMAS book a table at the NMSTA conference. Deb will have volunteers to attend the table. Richard recommended that NMAS Board members join NMSTA as members. Lynn suggested that extra money from the NMAS Endowment be used to increase the prize money for the Junior Academy winners.

b. National Youth Science Camp (Richard Nygren)

Richard provided a written report which included a picture of the students from 2015 and a thank-you from Lilly Chiou (Carlsbad HS) who was one of the two delegates attending. The second delegate to attend was Chloe Keilers from Los Alamos High School. Adrianna Niolay

from Shiprock High School could not attend. Richard will prepare for the 2016 competition so that PR can be taken to the November NMSTA conference in Hobbs. Malva will update the UNM Stem Ed Website with information provided by Richard.

c. Teacher Awards Program (Deb Novak)

Deb has no applicants for the Teacher Award for 2015. Deb is recommending changing the deadline to October 1st rather than September 1st. Deb also reported that the nomination process is now occurring during the entire year and teachers are adjusting to this new system. Malva requested that NMAS increase the amount of the monetary award to teachers. This was approved in new business.

d. NM Journal of Science (Kurt Anderson)

Kurt's intent for the next Journal is to print winning Junior Academy papers (that are forwarded by Lynn Brandvold) in their entirety and abstracts of poster and oral presentations at the Annual NMAS/EPSCoR Meeting. He will also print an abstract of the guest speaker's talk if provided.

Kurt would like to retire as editor of the Journal. Replacements on the NMAS board should include a new editor. There has been difficulty in obtaining information to print for the Journal. Jason offered to take over the Journal next year as Past-President.

e. Newsletter (David Peters)

David has a space holder for a call for nominations in the 2016 elections, Jr. Academy paper winners, the Science Summer Camp, and Teacher Awards along with other short items. This newsletter is intended to be short and to the point with a future newsletter devoted to election of new officers.

f. NMAS Lecture Series (Marvin Moss)

Marvin would like to continue with energy presentations and other presentations about topics included in the Sandia Labs News. Marvin will work with personnel from Sandia National Labs to find other energy topics including solar energy, and fusion energy. Richard Nygren asked that Marvin include progress in low power LED lighting. He feels the fusion work currently has too many challenges to be a topic for a lecture. Jason acknowledged NMAS will have a speaker for the November meeting and Marvin will investigate a lecture for September or October. Deb reported the Museum already has bookings through January. Malva suggested using the National Museum of Nuclear Science & History if needed as a lecture site. Shanalyn will send an email to Marvin with specifics about the date and place of the lectures he should book.

g. Annual Meeting (Shanalyn Kemme)

Shanalyn is working with Natalie Willoughby who is the contact for the EPSCoR joint conference with NMAS in November. A potential speaker, Vitin Gupta who is an expert in photovoltaic energy, is being considered. Jerry Simmons, an expert on LED or alternate lighting is another choice. A NMAS board member will be needed to present the Teachers' Award. The location will be at the Albuquerque Convention Center. Jason needs help from Board members to register and pay for the annual meeting to track the on-line registration system. Pay Pal will be the agency handling registration. The conference last year had room for 200 registrants.

Lynn has agreed to draft information for the Regional Jr. Academy directors with an invitation to the annual meeting. Jason will re-check the general NMAS membership email list to ensure that Members receive the conference invitation.

h. Museum Liaison (Jayne Aubele)

In the absence of Jayne Deb reported that negotiations with the Dyna Theater might affect the use of the theater for the NMAS lecture.

i. Public Relations/Community Relations (Anton Sumali)

Anton was not present at the meeting and did not send a written report .

j. Treasurer (Vince Gutschick)

Vince noted that the income from membership has declined compared to previous years. Vince reported NMAS as 74 paid members, 26 student members from Jr. Academy, and 38 Life Members. These numbers show a decrease in membership compared to previous years through 2010.

Vince provided a written treasurer's report prior to the meeting which he changed to be updated as of August 28, 2015. This included several changes. The current account has an ending balance of \$38,504.20. The checking account also changed slightly. The Investment account included about \$14 increase. Vince will resend the updated treasurer's report to all members.

Vince completed 16-page report for the 990-EZ form for 2014. Previous treasurer David Duggan did many amalgamations which Vince was forced to disaggregate for the 990-EZ. If we keep 501(h) status for NMAS, it is extended work for the treasurer. If we cancel it, we must till file the 990-EZ for 2015 which Vince has volunteered to file for the new treasurer. A requirement for the filing of the 990-EZ form is that NMAS must have at least 1/3 of our income from public sources which does not include Sandia National Labs but does include United Way. Also, donations by members over 2% of total income also does not count as public source (it looks like a private club then).

Vince stated that Junior Academy was not separately incorporated with NM State. Lynn confirmed this point. He questioned whether we receive free rent for office space from Lynn at NM Tech or the NMMNHS. Lynn uses office space as a retired employee of NM Tech and Deb confirmed that the the storage space at the Museum would probably amount to 'free.' Vince has scanned all paper from NMAS to make reports for the future treasurer easier to create.

Vince completed filing a report to NM Secretary of State, and the 990-EZ, and a separate charitable report which was completed. Vince also stated that the change of officers' names must be reported annually. Financial reports include the credit union and Pay Pal reports which are tracked electronically. Membership fee income was tracked for 2014. Pay Pal can track the affiliation of the members; the separate email generated by our email system with address, interests, etc. is still not being directed properly." The new membership forms should help sort the remaining new members.

The advantage to 501(h) is requiring fiscal discipline for the treasurer. Since he completed the form for 2014, it will become easier for following years. The breaking out of income from Sandia, non-public donations; and other income seems to be the most difficult part of 501(h) compliance. Because NMAS has an income that is normally less than \$50,000 the size of our assets is not the relevant trigger for deciding the filing form. The next treasurer can track the income, but is highly unlikely to reach \$50K and the federal filing could be easier without using the 990-EZ form.

7. Old business

a. Website profiles and info (Jason)

Jason reported he is still accepting entries for the website. Board biographies have been inserted for those members providing information.

b. Making use of total assets (i.e., spending money). (Vince, all)

Vince reported that \$900 is instantly available and there is another \$5,000 available from the Savings Account. Vince reported that the annual investment income from the NMAS Endowment and interest is approximately \$1200. Investment account is currently \$38524. Lynn previously requested an increase for Jr. Academy awards and Shanalyn requested an increase for the Outstanding Teachers' Awards.

The board approved a motion for use of the investment money as follows: NMAS approves an increase of \$50 to each category of Jr. and Sr. Divisions at Regional and State Competitions and a match \$250 for each of two annual Outstanding Teacher's Award (Lynn, Kurt). The approval included an understanding that a surplus in the investment account will be depleted prior to taking money out of the Endowment principal. This motion will cause a \$500 increase in budget for the Teachers' Award in 2015 and \$1200 total increase in 2016 which will include the Jr. Academy.

Regarding the Jr. Academy awards Lynn stated the following: In the 6 Regions there are 4 awards being increased by \$50 each for an increase of $200 \times 6 \text{ regions} = \1200 . At State there are 6 awards being increased by \$50 for an increase of $50 \times 6 = \$300$. The total increase is \$1500 ($\$1200 \text{ plus } \300). So the total amount needed for awards is \$1500 plus \$2500 (amount formerly needed) = \$4000.

8. New business

a. IRS status: maintain the 501(h) and Membership (Vince, all)

All board members will consider the consequences of any changes for a future meeting based on the analysis provided by Vince today.

b. Making use of total assets in the future (i.e., spending money). (Vince, all)

Membership recruitment should be a priority for determining where NMAS funds are spent. Vince repeated the membership numbers from the 990EZ tax form to document the decline. Marvin recommends that we offer an advantage to membership or we will continue to decline.

Kurt lists the following advantages of NMAS membership: An annual meeting lecture, an annual Journal, an opportunity to participate in NMAS events. Malva suggests that there are 3 major programs run by NMAS: Jr. Academy, Summer Youth Science Program, and the Teacher Award Programs. The Board should recognize these accomplishments. Richard recommends we host a "how to fund raise" for a science entity as well as contacting college students as to what they want to gain from the Academy.

c. Recruiting next slate of board candidates, election timeline (Michaela)

Shanalyn is proposing candidates from Sandia National Laboratories: John Emerson as possible Vice president; and Jerry Crawford, Sr. Scientist, as Treasurer. From NMSU, Vince is recommending two other candidates including John Briggs. Michaela provided these dates for each of the events surrounding the election. Election Timeline as provided by Michaela:
September 1: Send out call for nominations The Newsletter should give PR to self nomination.
September 21: Call for nominations closes
September 28: Nomination acceptance and bios due
October 5: Ballot with bios distributed to members
November 7: Voting deadline

d. Email control (Jason)

There have been technical difficulties with Mail Chimp and the Pay Pal system. John Briggs is one of those who were lost in the payment shuffle and Jason will send an apology. The mail system we are using gets swamped with spam. Jason transferred the NMAS email into a Google account for NMAS which eliminates the problem. Jason will provide email passwords for the g mail account to board members.

9. Review of action items

Jason reminded all Board members to read and complete their required actions. Jason will send an email to tally the best date for the next meeting. The choices will be October 31st and November 7th.

10. Adjourn (Jason)

Jason accepted a motion for and the board approved adjournment at 12:30 PM (Vince, Lynn).