

New Mexico Academy of Science
Board Meeting Minutes
Teleconference
12 July 2014

Board Attendees

Michaela Buenemann, Vincent Gutschick, and Jason Jackiewicz called in from New Mexico State University in Las Cruces. Jayne Aubele, Hal Behl, Deb Novak, Shanalyn Kemme, and Anton Sumali called in from the New Mexico Museum of Natural History and Science in Albuquerque. Marvin Moss called in from elsewhere. Michaela called the annual meeting to order at 12:09 p.m.. A quorum was present.

Board Meeting Agenda and Minutes

The Board approved Michaela's agenda for the NMAS Board meeting on 12 July 2014 with minor amendments (Anton, Vince). Parenthetical notation shows the person who proposed the motion followed by the person who seconded the motion.

The Board approved Michaela's minutes from the NMAS Board meeting on 19 April 2014 with minor amendments (Vince, Jayne).

Treasurer's Report

The Board accepted Vince's treasurer's report for the NMAS Board meeting on 12 July 2014 with minor amendments (Jason, Deb).

Jayne noted that she currently receives both bank and endowment mail. Vince said that he does not need the bank mail as he can access all bank records online. However, he does not currently have access to our endowment information. To alleviate this problem, Jayne will mail all endowment mail to Vince upon receipt rather than to give it to him at the next board meeting.

Announcements

Vince noted that there were three membership renewals and that he has yet to update the membership list. Hal asked if we have membership certificates. Jayne said that we used to have those, but we haven't had them in the last few years. Jayne has the old template, however, and will share it with Michaela, Vince, and Anton, who will then produce two things for sharing with board members at the next board meeting: a certificate draft and a membership card draft. Once the Board has agreed on final versions of the certificate and membership card, they will be illustrated on the website and members can opt in/out of receiving the certificate and/or membership card.

As summarized by Malva Knoll, the Board electronically passed the following motion since the NMAS Board meeting in April 2014:

1. I move that the NMAS grant a complimentary 2014 membership in the NMAS to the undergraduate students who were lead authors of posters presented at the STEM Undergraduate Student Scientific Poster Presentation event at NMSU on April 28, 2014.

(Kurt/Lynn).

New Mexico Junior Academy of Science (NMJAS)

Lynn was unable to attend the meeting but reported via email that she has sent off the proposal to Sandia National Labs to renew our \$2,500 grant for the NMJAS paper competition. She sent greetings to the Board from Minnesota, the land of 10,000 lakes.

NMAS Outstanding Science Teacher Awards

Michaela reported that she sent modernized versions of Harry's teacher awards documents to John for review. She has not yet heard back from John. Michaela said that she would try to track down John to finalize the documents. Deb, Jayne, Shanalyn, and Hal are all willing to help John with the review of nominations. The Board discussed that the call for nominations should be sent not only to administrators but also to teacher groups and that the call for nominations should be posted on the web. The NMAS currently provides a plaque to winners and ACS provides money. Both the NMAS and ACS usually also give a bag of goodies for classroom use to the winners.

NM Journal of Science (NMJS)

Jayne said that she liked past issues that focused on a particular theme (e.g., water). She mentioned that we could partner with another organization (e.g., the Southwest and Border Cultures Institute at NMSU) and publish papers in cooperation with that organization. She noted that it is generally better for scientists to publish in their own journals rather than the NMJS. Jayne likes the idea of including student publications in NMJS. Jayne suggested that we think about going back to thematic journal. Jason added that there are many meetings in New Mexico that don't have conference proceedings and that we could approach the meeting organizers to see if their presenters are interested in contributing to proceedings edited by us. Jason noted that we could latch on to existing meetings. This would limit what we have to do in terms of inviting authors. We could pick one meeting per year. Jayne thinks we may have done an AAAS meeting in this manner once. Hal finally asked who our audience is as this largely determines the nature of journal. Michaela suggested that we address this important issue during our upcoming discussion of the NMAS' vision, mission, and values. Michaela noted that the most recent issues of the NMJS are available online to members and non-members. As an incentive for non-members to join the NMAS, she suggests that we make the journal available in a Members Only area on our website and that we share the journal with non-members for a small fee.

Lecture Series

Marvin Moss asked Mark Ivey who works for Sandia. Mark is interested in delivering colloquium to the NMAS along the lines of "global weather as measured locally in Alaska"—a current topic of interest to the public. Marvin thought that he might even be able to get Neil Singer in addition to Mark. The lecture would be free and a good opportunity for Sandia. Marvin will try to nail down a speaker and a title by 26 July 2014. If that does not happen, Vince, Jason, and Michaela will identify speaker. Jayne needs the colloquium information by 28 July 2014 to be able to properly advertise it.

Museum Liaison

Jayne reported that she has an update on museums and museum exhibits that she will send to Michaela. She noted that a big event for the museum liaison is to talk about the annual Teacher Open House on 17 September 2014 in Albuquerque. In the past, the NMAS has participated in this with a table. The Board agreed that we should do this again this year. However, we need somebody beyond Malva, Jayne, and Deb to be at table. Shalanyn said that she would look at her schedule. Jason and Michaela volunteered Kurt to help. Jayne said that representing the NMAS at the meeting is not tough: it merely involves sitting behind the booth and talking with people.

Outreach

Anton noted that the outreach intention should include increasing membership. Increase in membership is a measurable metric. Challenges to increasing membership that Anton noted are that the NMAS is not well known and that Sandia Labs is disconnected from local universities. He thinks that UNM might be a good entry point for establishing better contacts with universities. Anton will work on this with Jayne. One question Anton raised is “what’s in it for me if I join the Academy?” Our main membership benefit is helping science education in NM. However, Michaela noted that we should create a list of membership benefits in the Membership section of our website that answers Anton’s question much more clearly.

Another issue that was brought up during our discussion of NMAS’ outreach activities is the Visiting Scientists Program. Marvin brought up this issue during our January meeting and he, along with Deb and some others agreed to be revisit the program to see how we could implement it without the state funding that used to support the program. Anton said that he wants to know more about this program. Deb will get together with Anton to have a closer look at how this program could be reinstated, if at all.

Community Relations

No report due to the continued absence of a Community Relations committee chair.

Newsletter

Jason reported that the newsletter was late and sent electronically only on 30 June 2014. Jason hasn’t received any emails into the NMAS account regarding problems with the newsletter. Since annual meeting is earlier, we need to have the next newsletter out earlier as well. Michaela said that we should have two more newsletters, one before and one after the meeting. Jason agreed to get together with Shanalyn to compile the next newsletter. All Board members should email newsletter items to Jason and Shanalyn.

Annual Meeting

Jason reported that the annual meeting will be held on 1 November 2014 at the Downtown Hyatt in Albuquerque. He is currently in the process of finding a keynote speaker for the meeting and accepting suggestions. NMAS will handle the finances of the meeting and registrations. The meeting format will be similar to last year. We need to find sponsors for the meeting. Energy is this year’s topic. All to email speaker suggestions to Jason.

National Youth Science Camp (NYSC)

Jayne received reports from Richard Nygren that explained why which students were selected for the NYSC. In the past, Jayne has served on the selection committee and helped select two winners and two alternates from the pool of applicants. The NYSC has happened every year in the recent past and is one of the more successful programs of the NMAS. The NMAS is listed as the NM representative for selecting NM students for the NYSC. Jayne / Richard will ask this year's NYSC participants for pictures and reports for the next newsletter.

Following the discussion of Outreach and the NYSC, the Board voted to eliminate the Community Relations committee and make each standing committee responsible for its own community relations activities (Vincent/Anton). In addition, the Board voted to make the NYSC a standing committee once again (Jayne/Anton).

Old Business

Michaela discussed that Jason and she have made various improvements to the website. Most notably, people can now join / renew completely online; i.e., the membership form and payment can both be processed electronically. Vince, Jason, and Michael set up a PayPal account that we can now also use for online meeting registrations, the selling of NMAS gadgets, etc. Vince pointed out that we need to post the following nondiscrimination policy statement on our website: "The New Mexico Academy of Science does not discriminate on the basis of race, creed, color, national or ethnic origin, sex, physical disability, or sexual orientation." Michaela said that she would do so in the footer of our website.

Michaela suggested that we create and order some NMAS gadgets like mugs, USB drives, etc. These gadgets could be given away at our annual meeting and during other events but we could also sell them online. Jayne noted that Bright Ideas in Albuquerque produces gadgets. Jayne and Michaela will get together and identify some gadgets that would work for us.

Jayne noted that Malva is working with a person at the Nuclear Museum on a draft banner and that Malva will send an update to the Board soon.

Michaela suggested that we should write letters to our new Directors Emeriti (David D., David H., Harry P.) and invite them and one guest each to the annual meeting and to present them with a certificate and plaque using NMAS funds. Vince moved that we do so and Hal seconded the motion, which passed unanimously. Directors Emeriti should also be acknowledged in our newsletter. There was some discussion as to who is actually on our complete list of Directors Emeriti and we agreed to find out by also contacting some of the former members of the NMAS Board.

New Business

Vincent suggested that we occasionally give an Outstanding Administrator Award. Jayne noted that J. Bingaman was given an award in the past and that we could either give an existing occasional award or create a new award. Hal said that award would be much more flexible if we didn't include "administrator" in the award title. We already have an Outstanding Contributions to Science and Science Education Award and the Board agreed to give this one instead of to create a new one. Jayne said that she has a list of people who received the award between 1962

and 2014 and will email the list and a short blurb regarding the award to Michaela for inclusion on the website. Vince said that he would write a nomination for a principal in Gadsden to receive the Outstanding Contributions to Science and Science Education Award and share it with the Board.

The Board agreed to postpone the discussion on NMAS' vision, mission, and values until the next meeting. The Board also agreed that everybody on the email list will respond to Michaela's upcoming email requesting individual input regarding our vision, mission, and values. Michaela will then collate that information and share it with the Board prior to the next meeting to make the discussion as beneficial as possible. Once we have our vision, mission, and values, the individual committees will work out their goals, objectives, and strategies for meeting our vision and mission.

Michaela suggested that we create a survey for both members and non-members to see how we can do a better job. There was a postcard survey that was included in a newsletter a while back and it didn't produce much of a response. Michaela suggested that we create a short survey online to see if this will produce better results. Hal agreed to help Michaela generate a draft member survey.

The Board reviewed all action items embedded in the minutes above.

The next NMAS Board meeting will be held on 27 September 2014 from 10 a.m. until 1 p.m., probably at the New Mexico Museum of Natural History and Science.

The meeting was adjourned at 3:10 p.m.

Treasurer's Report
Provided by Vincent Gutschick

Account balances and change from April to July.

- Draft \$5.00 Static
- 0004 Checking
 - \$5,166.10; 1 April it was \$8,493.89
 - Drawdown by awards checks for NMJAS (2100.00) and by reimbursement of Lynn's expenses (137.60) with income to NMJAS of 204.00 for entry fees
 - Net change in NMJAS account is then \$2,166.40
 - There is no separate NMJAS account; offline accounting kept by David Duggan and maintained now by me in a spreadsheet puts the balance in this account at \$3,057.01
 - Addition by donations from the United Way over 6 months total \$475.77, plus a check for 451.75 in January, for a total of 929.52
 - Addition by dividends was a trivial \$4.86
 - A check for \$2,670.89 to the endowment fund written on 31 Dec. cleared on 8 Jan.
 - It's now the half-year point and I need to write a check from checking to the endowment fund; this time it will be only the United Way total, \$929.52. Last year there were contributions from life memberships and earmarked donations. None so far this year – why?
 - Membership income has totaled only \$75.00 this first half of the calendar year
 - Other minor income: EBSCO paid us 20.00 for the newsletter (royalties?)
 - Other expenses:
 - Corporate filing fee \$10.36
 - Conference call fees \$102.36
 - Weebly web hosting \$59.00
 - Check printing \$20.89
 - An honorarium check written to Fred Phillips on 19 Jan. for 300.00 has never been cashed and all attempts to contact him have failed
- 0002 investment
 - Essentially static
 - Initial balance on 1 Jan. was \$8,474.30
 - The only additions were dividends totaling \$19.09
- Endowment, held by the Albuquerque Community Foundation
 - The last update from the ACF was on 9 April. Reports come about 4 months late and are still going to Jayne; I have asked her in an email cc to change the address for reports to my address.
 - Only one significant change expected. Last Dec's balance was \$29,719.01. A check to the endowment for \$2,670.89 cleared in early January
- Mostly old news
 - Compliances
 - We are fully registered with COROS, the NM Secretary of State's site for nonprofits, as of 6 April. This is the first time we had to do this online. I completed all the extra documentation, including the elusive confirmation from the IRS of our filing of the form 990-N.

- The corporate report was filed on 13 Jan.
- The form 990-N was filed on 13 Jan. and acknowledged on 10 March. We are still in compliance, even though we missed filing in 2011 (a nonprofit is given “3 strikes and you’re out”)
- We filed for 501(h) status to be able to do what is technically lobbying. All we have to do is avoid spending more than 25% of our average income on it – no problem!
- We will need to follow a somewhat longer form 990 next year because of this. Again, no problem.
- Financial instruments
 - We had more checks printed and delivered
 - We obtained a no-fee business credit card from US New Mexico FCU and we have already used it to charge 149.00 for a 2-year renewal of the Weebly Web hosting fee, on 7 July
- Membership rolls
 - Since Vince receives the checks for membership, he has checked that the membership roll is current.
 - One feature we are adding to the website is the usability of PayPal for membership fees; we also plan to use it for other transactions, including meeting registration and selling small items such as branded flashdrives. PayPal activated our account, as of 8 July, and the website coding to add the payment options is being developed by Michaela and Jason.