



NMAS Board Meeting

Date: January 26, 2019 10:00 am - 12:30 pm

Physical Meeting Location: New Mexico Museum of Natural History and Science

Virtual Meeting Location: Join Zoom Meeting <https://zoom.us/j/368892755> Meeting ID: 368 892 755

1. Call to order

2. Roll call

Attendees at the Museum: Malva Knoll, Jayne Aubele, David Peters, Amalia Parra, Michael Gonzales, Steve Jett, Lynn Brandvold, Gretchen Gurtler, and Zhiming Liu

Virtual Attendee: Anton Sumali Absent: Nancy Hurtado-Ziola, John Emerson, Shanalyn Kemme, Richard Nygren

3. Proof of quorum (Quorum is ½ of 15 members) Present today of 10 of 15.

4 Approval of the agenda (Steve Jett)

The board approved the agenda as written. (Amalia, Michael)

5. Secretary's Report (Malva Knoll, Lynn Brandvold)

a. Lynn Brandvold reported 13 unanimous votes for Vice President elect Dr. Zhiming Liu (one-year term 2019) and Secretary Malva Knoll (two-year term 2019-2020)

Board accepted the results. (Lynn, Malva)

b. Malva reported and the board approved the previous meeting minutes of September 29, 2018 as distributed by email. (Malva, Michael)

c. There were no electronic motions

6. President's introduction of and request to approve Board of Directors .

Steve introduced David Peters and Gretchen Gurtler who are both returning to the NMAS board. Steve shared his list of appointed directors which were approved by the board. The NMAS board for 2019 is as follows:

NMAS Board of Directors Roster Term: January-December 2019 Updated January 30 , 2019

OFFICERS: (8 elected officers)

President:	Dr. Stephen Jett (term 2019) (term Jan 2019-Dec 2019)
President-Elect:	Dr. Nancy Hurtado-Ziola (term Jan 2019-Dec 2019)
Vice-President:	Dr. Zhiming Liu (term January 2019-December 2019) Election 1 year
Treasurer:	Michael Gonzales (term Jan. 2018-Dec. 2019) 01 2018 Election 2-year term
Secretary:	Mrs. Malva Knoll (term Jan. 2019-Dec. 2020) 01 2019 Election 2-year term
Past President:	Dr. John Emerson (term 2019) (term Jan 2019-Dec 2019)
Director at Large:	Amalia Parra (appointed June 2018 to fill opening) (term to Dec. 2019)
Director at Large:	Dr. Shanalyn Kemme (term Jan 2018 –Dec 2019)* 01 2018 Election 2-year term

2019 DIRECTORS: (7 appointed voting board members)

Journal of Science, Web Master
 Junior Academy of Science; SWARM, AAAS, NAAS Delegate.
 Lecture Committee, NMMNHS Museum Liaison, Teacher Awards
 National Youth Science Camp
 Newsletter
 Public Relations/ Communications /Outreach
 Liaison Ghost Ranch and Northern New Mexico

Natalie Rogers
 Lynn Brandvold
 Jayne Aubele
 Dr. Richard Nygren
 Dr. David Peters
 Dr. Anton Sumali
 Dr. Gretchen Gurtler

DIRECTORS EMERITUS: (non-voting)

Dr. David Hsi
 Mr. Harry Pomeroy (NMAS Fellow)
 Dr. Maureen Romine
 Mr. David Duggan
 Mrs. Mona H. Pomeroy

Non-Voting Active Members:

Deb Novak (Teacher Awards, Museum Liaison), Dd. Kurt Anderson (Liaison, NMSU)

7. Treasurer's Report (Michael Gonzales)

Michael emailed written reports for the 2018 Quarter 4 budget report and the 2019 Proposed budget. He has concern about lost mail at the Museum including membership checks. Jayne reported the problem has been corrected with training of recent employees.

NMAS Treasurer Report (September 30, 2018 - December 31, 2018)

Current Accounts	12/31/17	3/31/18	6/01/18	7/31/2018	9/28/2018	12/31/2018
Checking	\$6,187.57	\$5,351.24	\$1,510.24	\$2,029.24	\$3,051.54	\$6,697.54
Share Account	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00
Savings	\$11,859.59	\$11,863.96	\$11,865.42	\$8,870.26	\$8,871.77	\$8,878.82
Endowment	\$43,179.90	\$44,271.17	\$43,920.09	\$44,369.13	\$44,369.13	\$45,551.65
PayPal	\$1,183.22	\$1,256.16	\$1,280.13	\$1,280.13	\$1,280.13	\$1,472.20
Account Totals	\$63,165.27	\$62,747.53	\$58,580.88	\$56,553.76	\$57,577.57	\$62,605.21

INCOME

NMAS Income

1. ** Correction highlighted in yellow - \$479.63 check deposited from Credit Card Services- Overpayment. (The previous report did not include the extra \$0.63.)
2. Received \$30 from United Way Albuquerque via direct deposit December 24, 2018.
3. NMAS savings account received interest in the amount of \$7.05.
4. As of September 30, 2018 the endowment reached \$45,551.65 an increase of \$1,182.52. (The final 2018 report that includes the October-December results should be in by the end of January 2019.) See attachments.
5. \$150 in Member dues via PayPal. 6 Full Memberships @ \$25 each. (Dues paid by Michael Baker, Leonard Duda (2), Letitia Morris, Lynn Brandvold, Marvin Johnson)
6. \$50 donation to the NMAS General Fund was made by Gregory Swift.

Total Income for NMAS September 30, 2018 - December 31, 2018 was \$1027.64.

NMJAS Income

1. \$4000 was received by Sandia and deposited November 20, 2019.

Total Income for both NMAS and NMJAS was \$5027.64.

EXPENSES

NMAS Expenses

1. \$144.00 for one year website hosting via Weebly paid via credit card on October 4, 2018.
2. \$75.00 paid for one year membership dues for the National Association of Academy of Science paid October 2018.
3. \$165.00 paid for plaques/awards for NMAS teacher of the year, paid December 2018.
4. \$7.93. Paypal Credit card fees. (2.9% fee + \$.30 flat fee for each transaction)

NMJAS Expenses

NMJAS budget was \$4,004.01 as of September 30, 2018.

1. No new expenses to report.

Total balance remaining in the NMJAS budget is \$4004.01.

Proposed 2019 Budget

Board members spent the major portion of the meeting in a line by line review of the 2019 Proposed budget. The board approved Michael's proposal with several corrections. (David, Lynn)

General Expenses Corrections:

1. Fee nonprofit corporate report from \$20 to \$100
2. Fee for NM Sec'y of State from \$10 increase to \$100
3. Conference calls, bank fees etc. Add \$200
4. Website Social Media, App, search engine Add category \$3000
5. Annual meeting adds \$1000 in 'blank' category
6. Annual meeting keynote speaker Delete \$300
7. Annual meeting Travel /speaker delete \$250
8. NMJAS Student cash awards change from \$3350 to \$4000

Michael will re-send the corrected 2019 proposal to the board. One large change for next year is the re-design of the NMAS web page. The by-laws prohibit paying board members for services. Michael proposed working with CNM interns who can develop the website and associated apps (applications) needed by NMAS. The cost associated is in the proposed budget. Malva volunteered to work with Michael on changes to the website with the hope that Natalie will consider work on this committee. There should be consideration given to increasing NMAS visibility during web searches. Malva will collect names and passwords from all board members for access to all accounts so that website, email, encrypted board only sections, membership lists, projects (Jr. Academy, National Youth Science Camp) can be accessed by all board members. Members want increased visibility for NMAS through paid advertising as reflected in the budget.

Standing Committee Reports

8. NM Junior Academy of Science (Lynn Brandvold)

- Each of the six regions had a Regional Director. Regional competitions were held during February and March. Twenty-two students qualified to compete at the State competition.
- State competition was held on April 6th and awards were presented at the Awards Assemblies on April 7 for NMJAS and AVS. Award checks totaled \$3,350 for NMJAS.
- This program is operated by volunteers. Besides the Directors there are up to six judges for each regional competition and six judges at the state competition. The judges read and comment on the papers and listen to the oral presentations. They provide valuable feed back to the students on how to improve their written papers and their oral presentations.
- Web site has been updated with information about the 2018 competition winners and the titles of their papers as well as the schools attended. A photo and abstract of the First Place Senior Division winner has also been posted. <http://www.nmas.org/junior-academy-of-science.html>
- Participation was up this year. This may be in part because we gave the Regional Directors a \$250 Honorarium to use as they saw fit to improve participation.
- All State cash awards have been handed out in person at the Awards Ceremonies and Regional awards have been mailed out.

- A report has been submitted to Sandia National Labs on this year's competition.
- Two of the State winners have accepted the invitation to have their papers published in the NMAS Journal of Science.
- Funding for the JAS Program expenses are distributed over the annual school year. The grant funding is distributed on the January to December year. The ending balance for the 2018 year will be used for 2019-2020 awards. The current grant application will serve the 2020 awardees.
- There is no regional director for the Albuquerque Central Region of JAS. Malva arranged a venue at the African American Performing Arts Center for the competition with a cost of \$50 to be paid by Michael.

9. National Youth Science Camp (Malva for Richard Nygren)

Malva will send PR for NYSC to board members so they can advertise the program. She advertised on the Math-Science Google Group list. There is a Feb. 28, 2019 deadline for student applicants.

Anton will distribute other notices with the same information.

10. Teacher Awards Program (Jayne Aubele)

Lynn will post changes to the on-line application and post a new list of past teacher winners with all abbreviations eliminated.

11. New Mexico Journal of Science (Natalie Rogers)

The Journal is complete and awaiting your edits/approval. Natalie received a few edits and will incorporate them. After approval of the Journal on Saturday she will upload it to the website, and announce it through EPSCoR channels next week, before the 31st.

12. Symposium/Annual Meeting: (Natalie Rogers)

General feedback on the Symposium was strong, though the EPSCoR office disliked the hotel, and we will not be having the meeting there again. Natalie will have a total participant support amount from EPSCoR by Saturday. Natalie sent email with a list of registrants who indicated interest in joining NMAS, should someone like to reach out to them.

The 2019 Symposium is set for November 2nd at the Sheraton Uptown. EPSCoR is currently working with ACS, LANL, and soon AFRL and Sandia in addition to AMP and UNM CREST to provide travel support for students. LANL has committed \$500 and ACS will support travel for chemistry students. Since this grant is only 5 years long, it's never too soon to start thinking about NMAS plans to carry on this Symposium without EPSCoR support if desired, should EPSCoR end at the end of this grant (we have technically "graduated" from eligibility).

Selena and I discussed a possible suggestion to the board that we forgo a keynote speaker at the luncheon and either use that shorter lunch time for viewing posters, networking, and conversation (to have the day a little less scheduled—we could even have a board member at each lunch table discussing NMAS or their current jobs) or maybe a panel discussion. It would save money, too! That decision is up to the board, but if we have one, I would request that we finalize a keynote speaker before the start of the Fall Semester. EPSCoR would also like to reiterate our willingness to provide a room with a ZOOM account in case the board would like to hold a meeting at the Symposium.

Natalie provided an updated version of the agreement between EPSCoR and NMAS for your records/review.

13. Webmaster: (Natalie Rogers)

During the discussion of the proposed 2019 budget, Michael requested that Natalie serve on the Website Committee. She offered to help "revamp" our current website within Weebly as a contracted freelancer. NMAS bylaws do not allow payment for services to board members.

14. Newsletter (David Peters)

David needs pictures for the new officers (Dr. LIU) and teacher of the year awards. The next newsletter also needs announcements for the National Youth Science Camp, and teacher awardees biographies for the 2018 winners. David uses the Mail chimp email list but does not know how it was generated.

Michael does it believe there is a correlation from Pay Pal memberships received on the website email to the Mail Chimp list. This is a problem that needs work during the website re-vamp.

15 NMAS Lecture Series (Jayne Aubele)

Jayne is willing to schedule more lectures which should be during the last half of the year. The museum is booked through July. She stipulated better PR for the NMAS lecture events is needed.

16. Museum Liaison (Jayne Aubele)

Jayne distributed flyers for the next lecture series offered by the Museum. She will supply a digital copy for distribution to the NMAS list serve. David will send it with the newsletters.

17. Public Relations/Community Relations (Anton Sumali)

Anton will provide NMAS literature at the other Museum lectures. Anton questioned "What do members get from NMAS?" The answer to that question would help with recruiting new members. NMAS has been active in NM Education policy and providing testimony concerning adoption of the Next Generation Science Standards. Anton believes teachers, professors and graduate students want to be published in the Academy Journal, but publication of student papers detracts from professors who don't want to be in the same publication as students. Anton is soliciting ideas to encourage more memberships in NMAS.

18. New Business (Steve Jett)

Many of the new business items were discussed during the 2019 proposed budget discussion.

a. Set Calendar Dates: The next NMAS Board meeting will be Saturday March 9, 2019 at the Museum.

Malva will continue to develop a calendar of board events, project dates, PR dates.

b. Job assignments of Board members is listed in the section of appointed Directors. Specific tasks will be discussed in the next meeting i.e.(Who does what ...email, upgrade membership, newsletter, bookings....)

c. Every NMAS task or director's job needs a person(s) for backup to the role/ access codes or consider committee work as a solution. Job assignments will be discussed at the next board meeting

d. Board Access to usernames & passwords to all programs/ websites/ documents available on a protected site Malva will collect and distribute this information to all board members.

e. Agree to NMAS Projects for 2019 Discuss at the next meeting examples: (1. Science Fiesta at EXPO NM, June 2. March for Science in ABQ, April 3. State Fair Science Day September

4.. NM Legislature Science Day 5. Comic(s) Conference 6. Museum Workshop NGSS 7. Girls in Stem Santa Fe October Expanding Your Horizons

Steve suggesting NMAS should set up a Google calendar with access to all board members for these events (Discuss at next meeting)

f. New requests NMSTA Grant \$1000 (Malva, Lynn) The board approved \$1000 for the New Mexico Science Teachers' Association for continued teacher training in NGSS Science Standards. Malva provided the NMSTA request to Past-President John Emerson. Grant will provide for a workshop in the Albuquerque and surrounding area.

g. Confirm computer provider for Zoom meetings in 2019 (Michael completed this task with a one-year subscription.)

h. Offer of UNM STEM-H to send newsletters/ email for NMAS (Small fee attached) Board members had consensus that recent changes in access codes and commitment to increase PR will make this offer unnecessary.

i. Form committee to revise website, by- laws prohibit paying NMAS board members, consider CNM Ingenuity/Bootcamp interns or outside consultants

This item was approved during the discussion of the 2019 proposed budget. Michael, Malva, and Natalie will work on web site revisions.

19. Old Business

a. Financial Report from NMSTA 2018 Grant expenditures Malva sent a summary of the NMSTA accomplishments to all board members. Excel budget sheet will be provided.

20. Review of action items (Each board member is reminded to read the proposed minutes in email this week)

21.. Adjourn 12:40 PM