



Board Meeting Minutes

January 30, 2021 10:00 am

Physical Meeting Location: None

Virtual Meeting Location: Zoom

<https://us02web.zoom.us/j/3560956121?pwd=ZnoxQIA5TFBuTDRJcEtNQWp3L21iUT09>

Meeting ID: 356 095 6121 Passcode: 1902

Dial by your location +1 346 248 7799 US (Houston) 1 669 900 6833 US (San Jose)

Agenda Items

1. Call to order

2. Roll call

Guests & Members P= Present

Gurler, Gretchen P	Knoll, Malva P	Kemme, Shanalyn	Aubele, Jayne,	Vladislav Sevostianov P
Sumali, Anton P	Thrall, Deb P	Showalter, Margaret P	Rock, Rod P	MEDIA PERSON
Chalamala, Babu P	Liu, Zhiming P	Brandvold, Lynn P	Jane Liu P	

3. Proof of quorum

President, Gretchen Gurtler, introduced board members with roll call. Only Shanalyn Kemme was absent.

4. Approval of the agenda approved (Margaret,

The board approved the agenda (Deb, Lynn) with the addition of the following information to the membership committee report: Museum directors, Joe Hasting (Explora) & Jim Walther (Nuclear Science) agree to partner with NMAAS for discounts. Jayne Aubele will work with Natural History Museum for partnerships as in the past. These actions improve the efforts for soliciting new members.

5. Approval of Board of Director Appointees for 2021 (Gretchen)

The board approved a motion (Malva, Deb) to accept the appointed directors for the NMAAS board as requested by Gretchen.

- a. NM Junior Academy of Science -Lynn Brandvold
- b. National Youth Science Camp - Margaret Showalter
- c. Teacher Awards Program / Museum Liaison / Lecture Series - Jayne Aubele
- d. Editor(s) NM Journal of Science - Anton Sumali, Vladislav Sevostianov
- e. Liaison, NM Highlands University – Rod Rock

6. Review of Elected Officer duties

Gretchen requested that elected officers review the duties of their positions with references to the protocols in a shared screen document. The discussion centered around the duties of the Vice-President who was charged with both membership duties and public relations including newsletters, social media and email to members.

Jayne suggested separating the roles for newsletter, social media, public relations, and other print media from the membership duties of the Vice President. There was consensus by the board on this issue. The board will search for a media person who will be supported in the 2021 proposed budget.

Babu offered to contact his staff members and students for a volunteer to help with the media role. There is room to appoint this person as a director on the NMAS Board. Babu will set up a meeting concerning both membership and media concerns with Lynn, Deb, Ellen, and Malva. Malva provided the current list of NMAS members in three categories in a written membership report: 1) Life members, 2) paid members 2014-2015, and 3) paid members 2016-2020.

Jayne suggests the need for more marketing with a warning that NMAS may lose its own identity if all events are co-sponsored with other entities like the Natural History Museum or Sigma Xi. Gretchen expressed a goal to make room on the board for representatives from all NM colleges or junior colleges even if non-voting.

7.. Secretary's Report (Malva Knoll)

The board approved the minutes (Malva, Lynn) of the December 29, 2020 meeting as written by Malva including corrections received by email.

8. Treasurer's Report (Deb Thrall)

Deb presented a written financial report including expenditures from 2020 and the 2021 proposed budget. The board **approved the 2021 budget** (Deb, Jayne) with all corrections provided by members during the discussion. Deb noted preparation of the 2021 budget input from Gretchen, Deb, Malva, Anton, and Lynn done previous to this meeting.

Deb has finished work to open the new bank account at Nusenda, and explained how JAS receives full credit of payments made on PayPal. NMAS pays any fees associated with PayPal.

The board approved a motion (Jayne, Malva) to set aside **50% of Life membership fees to the endowment**. The percentage changed from an initial agreement of 80% when the account opened in early 1990s. Dr. Liu made recommendations about eliminating the membership fee, and nominations to any person who made donations to NMAS. This topic will be discussed in the membership committee led by Babu.

8. Ad Hoc Committee Reports

a. Journal of Science (Anton, Vladislav)

Anton is still working on the task of putting old issues of the Journal on the NMAS website. Other board members will help solicit information from past editors. Inquiries with Engage, the previous publisher, have not helped to locate original copy of Journals that can be digitized.

Anton reported on work with EPSCoR and director Dr. Selena Connealy. Copy editing is being done by the EPSCoR staff. Vlad has led the task of reviewing the 15 papers being considered for publication. Anton revealed that the 2020 Journal will have two sections in one Journal: 1) Invited Authors who are high school student publishers, and 2) Contributing Authors (Contributors) who are professionals, professors, and PhD authors. Currently there are 5-6 high school student papers and remainder are college, graduate students, professor, and professional submissions. Anton thanked Dr. Liu for soliciting several professional papers for the 2020 Journal. He thanked Vlad who reviewed papers and worked with first time publishers on several papers. March is a more realistic date for publication due to the first-time peer review process. Anton selected a template from ACS for future Journals. Brittney Van Der Warf, the communications and outreach specialist at EpSCoR, is currently modifying the template for 2021 submissions. In the report about the website, Ellen requested information about Journal formatting rules.

A long discussion about the Journal continued as Board members requested information on whether the Ad Hoc Committee on the NM Journal had met and accomplished the goals of the last motion approved on Dec. 29, 2020. (See below)

The board accepted a motion (Deb, Malva) to publish the journal in two separate editions this year. The first edition will contain Jr. Academy state winner's manuscripts along with other submissions from EPSCoR and college writers. The second edition will contain the high school students who did not participate in Jr. Academy competition but were helped by reviewers/ mentors. The second edition will be published after a meeting of a newly established Journal of Science committee and approval of their recommendations by the board. (December 29, 2021)

The board members acknowledge differences of opinion about some specifics of the Journal, but agree that it should support New Mexicans with articles about New Mexico from residents. Gretchen called for the Ad Hoc Committee on the Journal to complete its work as defined in the December motion. Anton, Vlad, and Gretchen will serve on the committee. Jayne, Shanalyn, Babu, and Lynn have expressed interest. Gretchen will set a date for the first Ad Hoc meeting.

The board today did not have enough information for any action. The work of the **Journal Committee** has now been divided into two separate projects. **1) The first is to reconcile the work stated in the Dec. motion with the current plans for publishing the 2020 Journal.** That meeting should take place prior to the full board meeting on February 27, 2021. **2) A separate task is to establish policy for the future Journals i.e. the future goal of the Journal, who is allowed to publish articles, what format will be used, the role of reviewers, amount of help to first time writers, who should serve on the Journal committee.** That second task was not given a due date. The biggest issue is to determine who is eligible to publish in the Journal so that it can maintain professionalism, contain peer-reviewed articles, and support student authors.

b. Membership (Malva, Deb)

Malva sent a printed membership report with this information: Mail Chimp has 463 total contacts; it has a limit of 2000 contacts and about 12,000 per month.; 25% of users open the NMAS emails; EPSCoR adds about 60 members for each annual meeting; we have 36 LIFE members and 74 members who paid between 2016 and 2020 at least one time, there are 45 additional members from 2014-15, the ballot for 2021 elections was open to all members 2016-2020 but only 14 members voted.

All questions from this report will be referred to the new membership/media committee chaired by Babu. How do we determine members, using current lists from 2014-2020 from membership report? What do we set for a membership fee for 2021? Do we offer free memberships from everyone from 2014-2020..Do we send membership cards or certificates? Do we delete members from Mail Chimp?

c. Website updates and newsletter distribution (Deb, Malva ,Ellen)

Ellen submitted a written report to members by email. The request for information about Journal formatting, Outstanding Scientist Nomination form were announced. The board reached consensus that **maximum frequency should be four newsletters per year and one shorter news blast per month..... (Babu, Malva)**

9. Standing Committee Reports (as needed)

No standing committee reports were given at this meeting. The length of discussion on the proposed budget and Ad hoc reports was long enough.

10. New Business

- a . The **next NMAS Board meeting will be Saturday of February 27, 2021 10 am**
- b. Gretchen requests written reports for all committees (Ad Hoc and Standing) to expedite the discussions.

11. Old Business none

12. Review of action items none

13. Adjourn