MEETING MINUTES
American Society of Mining and Reclamation
National Executive Committee
Thursday, June 19, 2014
0800 – 1030 CDT
Lee Room
Renaissance Oklahoma City Convention Center Hotel

NEC
President: Joe Friedlander
Past President: Bob Nairn
President Elect: Brenda Schladweiler
Executive Secretary: Robert Darmody
Members:
Chris Blake
Jennifer Franklin
Chris Johnston
Barry Stewart (also Memorial Scholarship Chair)
Special Guests (just past NEC members) Len Balleck, Michele Coleman, Jarvis Harper

1. Joe Friedlander called the meeting to order at 8:09. Barry moved and Jennifer seconded to approve the minutes with minor edits from the 2014-06-15 meeting. Motion approved

Discussion on how many NEC members there should be....three came on one year because of a tie. Current are Chris B., Jennifer F., Barry S., Chris J., Cally D. (as the new ECP), incoming and past presidents. Quorum is present.

2. Introductions were made with a welcome to new NEC members.
   2.1 New NEC members are Chris Blake and Chris Johnston.
   2.2 Cally Driessen is the new Early Career Professional (ECP).
   2.3 Existing NEC members are Robert Dunker and Barry Stewart.
   2.4 Jennifer Franklin is the TD Rep.
   2.5 Chris Johnston is co-chair of the soil and overburden TD with Michele Coleman, who replaces Lee Daniels.

3. Clay Robinson, Education Program Coordinator with the Soil Science Society of America, presented a potential opportunity to participate in education opportunities that could be a win-win for both societies.
   3.1 Clay introduced himself and explained the SSSA program, i.e., its history and current purpose.
   3.2 SSSA contracts with Peachtree New Media for arrangement to do webinars. They have contracted with them for 2.5 days of live-stream at the next SSSA meeting this fall.
3.3 In conjunction with ASMR, SSSA will set up classes and testing ability through webinars.

3.3.1 An example might be acid mine drainage.

3.4 ASMR had set up CEU’s for the OKC meeting, i.e., 1.5 for attending the technical presentations and 1.5 for attending the workshop.

3.5 SSSA has dedicated staff to do these webinars and then post on website....access to anyone that is interested, if desired.

3.6 There is usually a 3 week time window to watch or download for same price.

3.7 Clay proposes expenses go through SSSA.

3.7.1 ASMR would provide our mailing list to add to their list for advertisement.

3.7.2 In turn, SSSA would provide their list (of Certified Professional Soil Scientists) to ASMR. Clay said that would be about 1000 people.

3.8 Format:

3.8.1 Clay would be moderator....introduce and stand out of the way for speaker.

3.8.2 Charge all members $25 for one webinar (either society), non-member is $40.

3.8.3 ASMR would help advertise.

3.9 Typically any length of time but usually one hour.....attention span and time constraints are issues if webinars are longer than one hour.

3.1010K sponsorship of the webinar makes it free to anyone that participates.

3.11 Clay would ask ASMR to put up $5000 for any one time slot.....combination of sponsorships within ASMR up to that amount.

3.12 Who sets up course? Professors or professionals.....some get compensated by honorarium, i.e., usually $500 for one hour time slot.

3.13 If ASMR produced the course content of one of these, it’s possible we would get a license for the content.

3.14 Joe asked and Clay talked about benefits to ASMR.

3.15 The web site is www.agronomy.org/education

3.16 Clay would be willing to set up small webinar for the NEC.

3.17 Bob Nairn asked if SSSA would be reaching out to other societies. Clay said ASMR is first one.

3.18 Brenda to follow up with Clay from this meeting

3.18.1 Other NEC members will funnel questions through Brenda.

4. Dustin Wasley – proposal to host 2016 meeting in Spokane

4.1 Proposal was fairly explanatory (used the Oklahoma City proposal as a template) so did not go through.

4.2 Dustin explained his background.

4.3 Spokane would be central to various mining areas.
4.4 Bob N. moved, Jennifer seconded to accept the proposal and continue discussion on holding the 2016 meeting in Spokane. Discussion followed.

4.4.1 Bob N. said he would share data from surveys for this year with Dustin.

4.4.2 Bob D. indicated 2014 meeting flowed well.

4.4.3 Questions and comments from Joe to Dustin:

4.4.3.1 Can college kids or other people help? Dustin indicated that may be a “hole” that would need to be addressed.

4.4.3.2 Minimize “western” focus that would discourage eastern attendees. Expand into hardrock is OK but do a session on eastern issues. Be careful of the Title….Reclaiming the West.

4.4.3.3 What about dam tours?

4.4.3.3.1 Discuss overall tours with Bob N. on placement within the week rather than either end.

4.4.3.4 Recommend talking to several people over the next several months...what worked.

4.4.4 Others?

4.4.4.1 Bob D.: What about registration? Bob N. did it fairly high-tech. Will that continue? Joe identified that Jeff Skousen has used EvenBright for many years with success.

4.4.4.2 Michele: Hanford?

4.4.4.3 Barry: Superfund site...Bunker Hill?

4.4.4.4 Jennifer: Half day tours close to the conference center?

4.4.5 Motion carried.

5. Bob Nairn et al – Review of annual meeting (post mortem)

1) Bob Nairn

a. Final count 214 attendees
b. Continuing education units – as above
   i. No certificates unless requested
   ii. Verification of attendance – trust or getting signatures, went with trust
c. Plaques
d. Membership
   i. 72 non-member registrants, Bob D. will get registration list to follow up
e. Income:
   i. $47K registration
   ii. 1200K workshop
   iii. 5K for evening social
   iv. 1400K for early career
v. 19 paid exhibitor 19K
vi. sponsorships 32K
f. Expenses:
   i. 3000 for OCC 1000 for exhibitor booths
   ii. 1000 flash drives (used 220) 3200 dollars
   iii. giveaways 2000
   iv. printing 1200
   v. risers for stage 300
   vi. Big ticket expenses was hotel
      1. If 100 room nights booked did not have to pay for meeting rooms, single 2500 set up fee
      2. AV 3500, 2000 plenary session alone
      3. Food price plus 23% service charge, 8.3% tax (included in Bob’s N. figures)
         a. Take off tax at the end because we are non-profit
         b. 58K total food and drink
            i. Alcohol bulk rate plus separate cost per person
         c. Ordered food for 200 early in the week and then dropped it to 175 for major part of the week
         d. Assumed 200 for opening reception
         e. Drop commitment on numbers 72 hours ahead of opening day....assumed 10% on what we told chef
         f. Most expensive meals are the buffets, not the plated meals.
   g. Room block in hotel outside of meeting minimum number
      i. AS of April 5, 2013, had 515 room nights
      ii. Contract 20% reduction 30 days out – 412
      iii. Did not accept original bid....Dick upped to 626 for whatever reason. Dick deferred to Dick.
      iv. 20% reduction was then 501
      v. Now owe $13K since did not meet room minimum
      vi. We signed a contract but we didn’t meet the room block.
      vii. 386 is what we actually did
      viii. Government rate allowed but people did not take advantage of it.
      ix. Most people missed the deadline....if the Thunder made the finals, the hotel was expected to fill up and therefore it couldn’t extend the date on filling our block.
   h. Therefore, income was 105K total with expenses 92K including 13K
      i. History center cost about $7000, made $5000
      ii. History center was easy to work with, had preferred caterer which was cheaper than the hotel
   i. Joe asked Bob N. to take one last look at the contract to see if there was any missed language that would help recoup some of the 13K.
   j. Need to set up budgets in the future
      i. Have lost money in Albuquerque and Austin due to hotel room blocks also
   k. Minimum of 100 rooms needed on this conference
I. How much more would were rooms be without the discount....40 dollars
   i. Chris asked about making up the difference rather than having the hotel make the fee
m. Bob N. indicated that the we made mistake 1.5 years ago by upping that room number
n. A guidance document would have helped – Bob N. going to put together such a document.

2) Others?
   a. Awards luncheon early was good – Jennifer
   b. Student oral presentations separate was good
   c. Passing the gavel at the end may have been better – Michele
d. Plenary speakers – good
   i. Thank Bob D. and Jeff S. for that speaker – history of ASMR talk
e. Chris J. – attendance at the booths, 20% of the income, division of tables, where traffic or food; pipe and drape setup bad....spread out in the room;
   i. Brenda: Is there a way to remove more empty booths – Bob N. said no...they needed the structural support. Problem allowing vendors pre-selecting space...may need to consider for future meetings.
   ii. Joe: would it help to have a vendor liaison....would that have helped Bob N. this year.....need local person. Solicitation may be different than setup.
f. Chris J. – fewer veterans this year at ECP; try to get some feedback
g. Bob N. – make the difference between sponsors and exhibitors
h. Michele – space out the posters more to get room for people talking
   i. Bob: got 22 posters, more than anticipated
i. Jennifer – AV problems with Camtasia?
   i. Bob N. said he does not like it. Also, if available, does it mean that people sit by their computer and not go if they could access online.
   ii. What do other societies do? ASMR is the only one known that does this.
   iii. Technical issues last year cleaned up.
       1. Two weeks ago, Microsoft update sent out which complicated this year.
   iv. It was discussed whether or not to memorialize PowerPoint only and abstract and not record.
v. Len: moderator should come up with questions but is tied up doing IT items.
vi. Michele – have students do the IT?
vii. Bob D. – sign in sheet at registration was good to make sure release forms for presentations are received. Should that be with abstract submission?
viii. Bob N. – does anyone access the Camtasia files....can Dick give info.
       1. Google Analytics was an option according to Bob D.
ix. List of registrants to everyone. Would be helpful with Wild Women emailing.
x. Papers to hold up for 10 minutes, 5 minutes should be changed to lights.
xii. Fieldtrips – can individuals go...no, due to liability.
1. Is there room on the fieldtrips at the meeting? Should “sign up now” be available...no?
2. Bob N.: Needed to decide three weeks in advance due to contract commitments.

xii. Student interaction good.
   1. Awards for early and mid-career people? Also industry award? Both have been forwarded to Jerry Schuman.

xiii. Wild Women of Reclamation
   1. Pumping people up during the year...how to do that?
   2. 2014 registrant list ahead of time would be helpful

xiv. Head table at the awards banquet
   1. All NEC members should be at the table, i.e., not all “old white guys”

xv. Brenda – should there be a retiree on the NEC?

xvi. Chris – Silent Auction, some negative comments heard on how they had to pay for shirts and booklets given out at previous conferences
   1. Is there a tally on how much we made? Not known at this time.
   2. Instead of sponsorships, some people donate items...do we consider that, i.e., fishing trip this year
   3. ECP forgot to donate item this year to silent auction

xvii. Send other conference comments to Bob Nairn?

6. Review of action items: Joe will contact new members and send old minutes
   6.1 Compilation of policies, procedures and minutes into a book
   6.2 Financial
      1. Audit
         *Can establish budget for next year, Joe will work with Bob D.*
      2. Finance Committee
         6.2.2.1 Compilation of current assets
         6.2.2.2 Charge, purpose of Finance Committee
      3. Securing endowment funds
      4. 2014-2015 Annual Budget
      5. Policy regarding protection & control of assets of ASMR
   6.3 Insurance
      6.3.1 *We have currently for the meeting; Bob D. to look at insurance for organization as a whole and officers*
   6.4 Membership dues & levels (retirees, others?)
      *Have talked about for a long time.*
   6.5 Registration fees (retirees, other levels?)
      1. Joe doesn’t feel really strong about it.
      2. Bob D. indicated that retirees said to him that retirees should pay the same as students.
      3. Life membership rates are low...should that be raised?
      4. Perception more you pay, the better it is.
      5. One new life member this year according to Bob.
6. Students working on AV...Bob N. paid $5K...two came with gold sponsorship. Should they be compensated? or should student assisting have a free or reduced registration.

6.6 Awards
Jerry Schuman told of mid-career and company awards

6.7 Scholarships
More applications needed. Send directly to professors....separate bulletin item. Web site needs to be updated.

6.8 Web page
1. Web site needs to be updated.
2. Send list of items to be fixed to Joe by August 15.
3. Dick is the webmaster and needs to make corrections.

6.9 Journal (JASMR) – need more papers
Online presentation needs to be improved
Send comments to Joe
Barry asked about “impact factor” of JASMR? Bob N. said it does impact us and is a Catch-22.

6.10 Reclamation Matters – expansion of circulation
Expanding it back out again

6.11 Meeting Guidelines – Nairn
In conjunction with survey below

6.12 Membership Survey - Nairn

6.13 Outreach, expansion and improvement of the organization – Ideas to act on
1. Tie-ins to other groups (need suggestions of any group you can think of)
2. Attending other meetings, presentations, booths
3. Special events
4. White papers, technical bulletins
5. Social media
6. Media contacts, press releases
7. Other opportunities
8. Len: Display on ASMR to other conferences in September for AML. Any meetings coming up.....send info to Bob?
9. Other marketing? SSSA?
10. Comments on TD’s?

6.13.10.1 How to involve? Don’t want to just be a reviewer?
6.13.10.2 Symposia?

11. People were happy to be moderators
6.13.11.1 TD chairs were pleased

12. Involve young people?
13. Flyers.....mid-July Chris Blake, ESRI –ASMR business cards may be better
14. Canada meeting? It is difficult for federal employees to go over the border.
15. If a meeting is co-sponsored, there should be a good contractor between ASMR and the other party.
16. Dates for the next meeting?
17. Every two months, Wednesday at 8-10 CST
18. Sept. 3, Nov. 19, Jan. 7, March 18 and then meeting