



Board of Directors Meeting Montana Academy of Sciences

Pintler Room
Student Union Building, Montana Tech, Butte, MT
10:50 A.M., Saturday, September 24, 2016

MINUTES OF MEETING

Prepared and Submitted by Jim Barron, Executive Director

Call to Order – Jim Berardinelli, President; 10:50 am

Roll Call – Jim Berardinelli, President

Members present: Jim Berardinelli, Jim Barron, Carmen Hauck, Tom Lewis, Khalid Miah, Jennifer Swanson, and Mike Gilbert

Approval of the Agenda - Jim Berardinelli, President

Jim Barron moved for approval of the agenda. The motion was seconded by Tom Lewis and passed unanimously.

The tentative Agenda was approved with the amendment correcting M. Queen's name from "Quinn" to "Queen" (Barron moved, Lewis seconded – passed unanimously).

Review and Approval of the Minutes from October 2015 BOD Meeting – Jim Berardinelli, President

Minutes from the April 2016 BOD Meeting were reviewed and approved without vote.

Finance Report – Matt Queen, Treasurer

Matt Queen was unable to make the meeting due to illness. He did, however, email the treasurer's report to be discussed.

MAS had income from Annual Meeting Dues of \$1,425. We had expenditures of \$10,735.44 including \$7,900 in research grants and \$1,537 in catering costs for the meeting (plus a few other expenses). Matt asked that we note that the \$1,537 check had not yet been cashed by Tech. Our current balance in the checking account is \$2,778.36. After the catering expense, we have about \$1,200 in the local checking account.

Executive Director's Report – Jim Barron, Executive Director

Barron noted that MAS needs to pay the dues to be part of the National Association of Academies of Science (NAAS). Dues are based on number of members. Barron moved (Hauck second) to pay for <100 members (\$75). Motion passed unanimously. Barron will bring this to

the attention of the Treasurer (Queen) for payment. Barron also reported that our current Trust balance is \$145,989.

Board of Director: Terms and Membership

Barron moved (Lewis 2nd) that we elect Mike Gilbert (UM-Western) to the Board of Directors as a representative from Western. Motion passed unanimously. (Welcome Mike!). It was noted that we STILL do not have representation from several campuses, most notably UM – Missoula. Mike and Carmen will attempt to contact folks at UM to encourage someone to join the BOD.

Old Business

Barron suggested that he expects sponsorship for the Annual Meeting in 2017 to be similar to past years (approximately \$2,000-\$2,500 in sponsorship).

- **Publication of Annual Meeting Abstracts in IJS** – IJS has asked us to include “key words” with abstracts, and to assure that all abstracts submitted for publication include actual results (as opposed to being simply proposed research). In the discussion that followed, it was determined that MAS does not want to exclude from presentation at the meeting anyone who wishes to participate. However, it was also determined that, to uphold the integrity of the journal, we would screen abstracts and only submit for publication those that met the criteria of actual research conducted, with results and conclusions.
 - **Action Item:** To that end, Lewis suggested including a statement on the abstract submission page to the effect that “those abstracts that meet the criteria below will be published in IJS”. The criteria will be determined by the BOD and examples will be posted on the website.
 - **Action Item:** Barron and Berardinelli will contact Shortgrass and begin working on getting “boxes” for abstract components (Title, Authors and Affiliations, Introduction, Materials and Methods, Results, Discussion, and Key Words) as well as a form for the mentor to sign-off signifying that the Abstract meets criteria for publication. It will also be noted on the form that abstracts deemed lacking (by the BOD) will be returned to the mentor with instructions regarding necessary changes required for publication. However, the mentor need only make changes if the abstract is to be published; MAS will accept and allow presentation of the original abstract (and work) whether changes are made to the abstract or not.
 - **Action Item:** K. Miah suggested that Shortgrass add a “Board Member” page on our website where all abstracts could be displayed (and perhaps where Board members could access other normally unavailable pages – i.e. membership roles etc.). Barron and Berardinelli will talk to Shortgrass about this possibility.
- **First Bi-Annual Newsletter** – This was prepared by Barron and Berardinelli, sent to the BOD, and needs to be posted on the MAS web site (**Action Item**)

- **Action Item:** Barron and Berardinelli will draft the beginnings of the Winter newsletter, and send it to the BOD for additions/comments prior to general distribution in February.
- **Website** – The website seems to be working fine, but there are a few things that we need to do.
 - **Action Item:** Lewis suggested that we somehow incorporate a “membership card” pop-up that people can print off when they join MAS. This card should have the membership date on it as well as the member’s name.
 - **Action Item:** Additionally, on the membership page, we need to note that IJS is open-access, but that membership in MAS does not include a hard-copy IJS subscription. As above – it was stressed that we need to get all Board members access to the behind-the-scenes pages of our website through Shortgrass.
- **Update MAS info to Office of Public Instruction** – Berardinelli indicated that that the BOD page on website needs to be updated, as well as, the BOD members list for the Montana Office of Public Instruction, and the NAAS. Carmen will take care of submitting this item for the MAS Junior Academy.

New Business

- **MAS Student Research Grant Program**
 - The BOD members decided and approved changing the name of the “Small Grants” pages on the website (all tabs and pages) to be “MAS Student Research Grant Program”.
- **Timeline for Student Research Grant Program**
 - First email will go out to members in October or November with “details coming” regarding grant submissions.
 - The official announcement will go out on January 19th, and the newsletter will go out February 1st with further information.
 - Grant applications will be due by Friday, March 10, 2017
 - Grant awardees will be notified as soon as possible. Preferably at the A2017 Annual Meeting (though potentially not until after the Annual Meeting).
- **Policy for Rescinding of Grant**
 - J. Swanson will word-smith a draft of a policy that addresses how the BOD deals with grants that have been awarded, but students/mentors decline them.

2016 Annual Meeting

- The dates were set for Friday and Saturday, April 7 and 8, 2017.
- Jim Berardinelli will make the appropriate arrangements with Tech for rooms, poster boards, and catering.
- The need to increase advertising and meeting participation was discussed, and J. Swanson suggested perhaps using “quotes” from past grant and presentation awardees along with first name as “testimonials” on our website. The BOD thought that might be a good idea.

- The possibility of reinstating section vice-presidents was discussed and tabled until our meetings get large enough to warrant this structure.
- It was decided to put an announcement about nominations for the Mershon Award, Brumley Family Science Mentor of the Year and suggestions for a Keynote Speaker in the February Newsletter.
- 2016 Best Graduate and Undergraduate Presentations at Annual Meeting:
 - Best graduate poster was Medora Lachman, MSU-Bozeman
 - Best undergraduate poster was awarded to Oscar Machado, MSU-Bozeman.
 - Best graduate oral presentation went to M. Rashelle Herrygers, MSU-Bozeman
 - Best undergraduate oral presentation was awarded to Jordan Foster, UM-Montana Tech

Junior Academy Business

- Jeremy Heng from Missoula Hellgate and Timothy Small from Simms were selected to attend the 2017 National AJAS in Boston.
- The board clarified for Carmen that the \$1,000 budgeted annually for the Junior Academy can be spent as the Junior Academy sees fit, not just for teacher grants.
- It was also decided that MAS would pay the Jr. Academy \$1,000 (for 2016) as this money had NOT been paid (because there was not teacher grant applications).
- The Jr. Academy may use these funds to offset travel costs for teachers (and students) attending the national meeting.
- Carmen asked board members to reach out to high school science teachers in their communities to encourage more participation in the MJAS. Please send contact information for these teachers to Carmen.

Other Business

- Expected expenditures for the upcoming year will be approximately \$7,500 in grants: \$1,000 to the Jr. Academy, Tax Prep fees (\$500), Catering for Annual Meeting (\$1,500), and page fees to IJS plus a one-time \$250 charge for moving to open access plus \$250 for annual hosting for the journal.
- If we expect approximately \$2,000 from the meeting as income, we should move approximately \$10,000 into our local checking account from the trust to cover all expenses.
 - Barron moved (Lewis 2nd) to move \$10,000 from the trust to the First Interstate account. Motion passed unanimously.
- Newsletter: Jim Barron is working on publication of the first issue of the newsletter.
- Abstracts to IJS: Jim Barron has agreed to take care of the abstracts to IJS.

Adjourn

Jim Barron moved to adjourn. Tom Lewis seconded. The motion passed and the meeting adjourned at 2:56 pm.