



Board of Directors Meeting MAS
Pintler Room
Student Union Building, Montana Tech, Butte, MT
Sat. 29. September 2018 at 10:30am

Minutes

Call to Order The meeting began at 10:30 AM

Roll Call – Chrissie Carpenter

In attendance were: Dan Gretch, Matt Queen, Chrissie Carpenter, Khalid Miah, Jennifer Swanson, Mike Gilbert, Jim Battisti, Brandon Sheafor, Carmen Hauck, Jim Barron , Tom Lewis

Approval of the Agenda - Chrissie Carpenter

Dan Gretch made a motion for approval of the agenda. Following a second by Matt Queen, the motion passed.

Review and Approval of the Minutes from April 2018 BOD Meeting – Chrissie Carpenter

Brandon Sheafor moved that the minutes be approved. The motion was seconded by Mike Gilbert. The motion passed.

Finance Report – Matt Queen, Treasurer

Following discussion of the finance report, The Board delayed a vote until the trust value could be discussed. The vote will occur via email.

Executive Director’s Report – Jim Barron

Some sponsorship money was secured for last spring’s meeting. Hopefully this year will be as good or better. The Board discussed the idea of rotating the meeting location and having the host campus donate catering.

Jim Barron expressed that it would be best for him to step down because of other professional responsibilities. Some of the duties of the Executive Director have been: securing sponsorships, helping shape the meeting agenda, producing the newsletter, maintaining the academy roster, producing badges for meetings, interfacing with NAAS, and working with the Intermountain Journal.

The Board discussed sub-dividing those responsibilities among the membership. The following assignments were made: Jennifer Swanson will facilitate website work, Matt Queen and Jim Barron will work on the newsletter with Chrissie Carpenter transitioning in in the spring, Chrissie Carpenter will take care of meeting badges, Brandon Sheafor will work with meeting abstracts

and IJS, Chrissie Carpenter will transition into sponsorship requests, Jim Barron will work with NAAS. There was brief discussion about the possibility of Jim Berardinelli moving into the Executive Director role as the Past-President.

The Board discussed the need to modify abstract instructions so that they conform to the requirements of IJS for publication.

Board of Directors: Terms and Membership

Jennifer Swanson nominated Jim Barron to serve as a Board member at-large. Brandon Sheafor seconded the motion which passed unanimously.

Carmen Hauck will be stepping down from the Board as she is moving to Arizona to further her education.

Old Business

The agenda items for Old Business had been discussed during the Executive Directors report. Those items included: fundraising for the annual meeting, abstract publication in IJS, newsletter production, and web site maintenance.

It was decided that Jessica Tuberty would be the appropriate person to update MAS information with the Office of Public Instruction.

New Business

Legal Input for the Board: Jim Battisti provided the Board with a handout he had produced. The first portion of the discussion involved different options for legal representation including information from UM Law School, The Montana State Bar Association, Christian Detrich, The Montana Community Foundation, and The UM Office of Risk Assessment. It appears that the Board may benefit from legal helps but may not need standing legal assistance. The last portion of the discussion identified individuals and groups who tend to sue non-profit organizations and their Boards/Officers. The Board discussed these issues and was well-informed by Jim's work.

Student Research Grants: Jennifer Swanson reported that modifications will be made to the electronic review system to make it more user friendly. Jim Battisti reported that UM may require students to fill out institutional forms prior to submitting a proposal. This may reduce participation due to increased work. Jennifer Swanson added that the goal will be to open the system earlier to ease the process. She encouraged reviewers to provide positive feedback as well as identifying points that need improvement. Matt Queen suggested that we may need to find a way to make review of Junior Academy papers more efficient. Perhaps Jessie can engage non-Board members to help. Matt suggested Dan Willems from MSU-Billings.

2019 Annual Meeting: The date is set for April 5th and 6th. An announcement of the meeting and grant program will go out in December with follow-up announcements in January and February. The date of March 1st was discussed as a target date to close grant submissions with March 29th (1 week before the meeting) being a deadline for abstract submission.

Mike Gilbert will take care of facility reservations. Jim Barron reiterated the importance of soliciting institutional sponsorships. The Board briefly discuss ideas such and meeting t-shirts and pens. We will remain open to the possibility of a keynote speaker.

The idea of using the Mershon and Brumley awards for grant or presentation awards was briefly discussed.

Adjournment

Jim Barron made a motion that the meeting be adjourned. The motion was seconded by Brandon Sheafor and passed at 1:24 PM

Electronic Business of the Board:

1/18/19 Jennifer Swanson updated the Board via email of the progress made with Shortgrass Web Development and the modifications being made for grant submissions and annual meeting registration.

1/23/19 Via email, Jim Beradinelli declined the opportunity to serve as the Executive Director

2/7/19 Chrissie Carpenter contacted the Board via email with information about the current status of the trust and asked the Board if money should be transferred to supplement the cost of the spring meeting and to fund grant awards. If so, how much money should be transferred?

2/7/19 – 2/10/19 There were several email exchanges among Board members discussing finances. Various proposals were made and supported during the email exchanges. The fall financial report was accepted with the following recommendation:

\$30 registration fees that cover both membership and meeting attendance

Transferring \$20,000 from the trust for MAS operational costs

Budgeting \$7500 for grant awards

Keeping the Friday dinner as is but perhaps reducing the Saturday breakfast and lunch

Seeking ways to eliminate the tax preparation fees

Maintaining the IJS contribution but continuing to review it

3/5/19 and 3/10/19 Jim Barron released the MAS newsletter via email