

Minnesota Center for Mineral Resource Education

Meeting Minutes for Wednesday, September 14, 2011

Attendees

Harvey Thorleifson	Jim Miller	Cheryl Sill	Dennis Martin
Mike Hultgren	Ernie Lehmann	Fred Corrigan	George Hudak

Agenda approved as circulated

Approval of the Minutes for May 11, 2011 – motion to approve by Fred Corrigan, 2nd by Jim Miller, no discussion, all in favor, motion carried.

Report of the Chair:

- Harvey Thorleifson expressed his pleasure in the way that MCMRE is operating & the great success of MMEW 2011. He thanked all for good teamwork and an outstanding job.
- A discussion was held regarding MCMRE governance:
 - Fiscal year for the MCMRE is the calendar year
 - Terms for Officers and Directors correspond to fiscal and thus calendar year
 - Present terms started on January 1, 2010. For Chairman Harvey Thorleifson, his 3-year term is completed in December, 2012. For Vice Chair of Administration Fred Corrigan his 3-year term is completed in December, 2012. For Vice Chair of Finance Ernie Lehmann, his term is completed in December, 2011. For Vice Chair of Operations Jim Miller, his 3-year term is completed in December, 2013. For Directors, their once-renewable 3-year terms are completed in December, 2012. Directors Dennis Martin (Minnesota Department of Natural Resources) and George Hudak (NRRI) are completing terms that were vacated.
 - It was suggested that we find ways to stagger Director terms
 - A discussion ensued regarding replacement of Officers and Directors. Fred Corrigan indicated that current Officers and Directors should always be considering potential replacement candidates. Ernie Lehmann noted that Directors are nominated by their organizations.
- Harvey Thorleifson reminded all Directors and Officers to review the Conflict of Interest Policy, attached to the bylaws at www.mcmre.org ; please note the link at the bottom of the home page
- A discussion ensued regarding a 2-year plan, as discussed at the May, 2011 MCMRE meeting.

Action Item:

- ✓ Harvey will seek Ernie's successor as Vice Chair Finance

Report of Vice Chair – Administration / Report of the Vice Chair – Finance

- A combined report of the Vice Chair of Administration Fred Corrigan and Vice Chair of Finance Ernie Lehman took place in order to evaluate financial status.
- Fred Corrigan discussed arrangements for coordinating accounting between MCMRE & NRRI
- Fred Corrigan went over an MCMRE Balance Sheet that had been distributed. The report indicated that the MCMRE had a balance of ~\$31,000. Ernie Lehman indicated

that soliciting for donations will take place in late October to June, and that a target for donations of ~\$20,000 is appropriate.

- It was agreed that setting up an endowment is not our goal, unless a substantial donation or bequest is received.
- It was concluded that the MCMRE appears in comfortable financial shape, with an appropriate financial foundation in place; spending on MMEW 2012 would likely be comparable to anticipated income for the year
- A discussion took place regarding whether the MCMRE should consider enhancing the MMEW conference by increasing expenditures. Cheryl Sill and Jim Miller indicated that previous material donations to the MMEW had been depleted. Cheryl Sill indicated that approximately \$2500 in materials would be necessary to replace those that had been donated in the past. Jim Miller agreed with Cheryl's assessment.
- Fred Corrigan indicated that any monies left in NRRI MMEW account needed to be returned to MCMRE by the end of the year to bring closure to financial cycle.

Action Item:

- ✓ Fred Corrigan and Jim Miller will work on ways to coordinate NRRI and MCMRE accounting
- ✓ Ernie Lehmann will solicit donors in late October

Report of the Vice Chair - Operations

- Jim Miller reviewed the highlights of the 2011 MMEW workshop based on the report on the workshop submitted to the MCMRE. Highlights of the discussion included:
 - a great success!
 - recommendation that the maximum size for the workshop should be approximately 90 participants due to field and classroom logistics
 - results of the MMEW participant surveys
 - number of volunteers for the 2011 MMEW workshop exceeded 30
 - whether the Continuing Education Program at UMD could change section numbers for MMEW workshops held in different years so that it would be easier for teachers to show they went to different programs
- A discussion took place regarding proposed locations for future workshops. Winona and St. Cloud were discussed for 2012, with dates likely to be June 19, 20, 21. Duluth was suggested for 2013, and maybe St Cloud or the southwest for 2014. A motion was made by Fred to choose Winona as the 2012 location for the MMEW workshop pending any final discussions. Ernie Lehmann seconded the motion. All in favor, motion carried.

Action Item:

- ✓ Jim will discuss 2012 with Winona

Next meeting December 14, 2011 at 11:30 am at MGS

Motion to adjourn at 1:10pm by Jim Miller, seconded by Ernie Lehmann – motion carried.