

# Minnesota Center for Mineral Resource Education

## Meeting Minutes for December 17, 2009

### Attendees:

Harvey Thorleifson, MGS  
Cheryl Sill, MESTA  
Mike Hultgren, AIPG  
Marsha Patelke, NRRI

Fred Corrigan, ARM  
Craig Pagel, IMA  
Jim Miller, NRRI  
Keith Kotzian, MESTA

**Regrets:** Lynn Carlson, Aggregate Industries; Ernie Lehmann, Mining Minnesota; David Olson, DNR; Don Fosnacht, NRRI

**Approval of Agenda** - motion to approve by Fred, 2<sup>nd</sup> by Cheryl – no discussion, all in favor, motion carried.

**Approval of Minutes** for October 13, 2009 – motion to approve by Cheryl, 2<sup>nd</sup> by Fred, with understanding that record should have shown Craig Pagel in attendance, no discussion, all in favor, motion carried.

**Report of the Chair:** new business model implementation going smoothly; hundreds of green MMEW promo cards were distributed at Science Teachers conference in late October; excellent presentation by Craig at November SME Twin Cities luncheon – Fred will speak in March; Polymet hearings went smoothly – importance of well-informed public; pleased that we now have a full Board.

### New Business

**Election of New Board Member representing SME:** Cheryl moved to elect Julie Varichak as a new Board member, Craig 2<sup>nd</sup> motion, carried unanimously.

### Report of the Vice Chair – Administration

- ✓ Fred provided reports on financial activity for expenses such as stationery
- ✓ Starting to receive donations, but Foundations are waiting for final approval of 501c3
- ✓ Informal approval of 501c3 received from IRS
- ✓ Proposed that presentation of budget be deferred to next meeting, in anticipation of required clarifications in coming weeks – all in agreement

#### **Action Items:**

- ✓ Fred will present budget at next meeting
- ✓ Fred will further assess web-site, in consultation with Craig
- ✓ Jim will send Fred additional information on credit card and websites

### Report of the Vice Chair – Finance, provided by email

- ✓ Craig and Ernie drafted and both signed a letter requesting financial support.
- ✓ Ernie's office sent the letter with an enclosed return envelope to a mailing list of about 175 which was composed of the prior Teacher's Workshop mailing list plus add-ons from other sources.
- ✓ Craig will be sending to a similar sized mailing list based on IMA members, etc. Ernie's office furnished Craig their mailing list so as to avoid duplication and checked for internal duplication on our list.

- ✓ The return envelope was address to Fred Corrigan so that all funds are going directly to Fred. There is space on the return to provide information about the donor (name, address, etc.)

**Action Items:**

- ✓ As soon as we hear from the IRS, Craig and Ernie will work on a strategy for soliciting foundations (they usually cannot contribute unless the recipient is a governmental unit, an educational institution or a 501(c)3.
- ✓ In March Craig and Ernie will do another mailing to those who have not contributed on the first go around.

**Report of the Vice Chair – Operations**

- ✓ MMEW Planning Committee held November 18, 2009
- ✓ **Logistics:** Lynn will contact Earle Brown Center both Brooklyn Park and U of M (neither of these locations has water available); MnDot Training Facility, Arden Hills; North Hennepin Technical College, Brooklyn Park; need to have location set prior to Feb 1 for MESTA.
- ✓ **Key Note Speaker:** J.D. Lehr will contact someone regarding speaking on the UMORE Project; Lynn will talk to Bill Brice about being our MC for the morning events
- ✓ **Resources:** Cheryl Sill volunteer to spearhead the resource boxes; DNR will provide Maps, Boxes, Lids, Mineral kits, publications; Lynn contacted Mountain Press to purchase the Road-side Geology of Minnesota and they will give us a 50% discount and free shipping on the books.
- ✓ **Field Trips:** Mike, Ken and Paul will work on coordinating field trips.
- ✓ **Curriculum:** Barb will coordinate Curriculum

**Action Items:**

- ✓ Cheryl will clarify where resource material should be shipped
- ✓ Jim will further clarify arrangements for credits
- ✓ Lynn will organize next planning meeting Wednesday, January 6th, 10:30 AM.

**Other Business**

- ✓ General discussion on our overall communications strategy

**Action Items:**

- ✓ Fred will develop a list of current and potential communications methods for next meeting

**Date and location of next meeting**

- ✓ Monthly meetings were important during the latter half of this year, as we transitioned to the new business model; when arrangements have stabilized, quarterly meetings likely will be adequate, while discussion on the workshop will take place at planning committee meetings chaired by the Vice Chair – Operations; discussion on whether we need two or three meetings of the Board before the summer concluded that we should have three, to ensure that business model implementation continues to go smoothly; in the fall, we will want to have an early autumn meeting focusing on reviewing on how the completed MMEW went, and a late autumn meeting to look forward; for 2011, we likely will go to quarterly meetings; on this basis, the following Board meeting dates were presented for discussion: **Feb 11, April 8, June 10, Sep 9, Nov 11**
- ✓ *Next meeting February 10, 2010 @ 3:30 pm @ MGS*

**Motion to adjourn** by Fred, 2<sup>nd</sup> by Cheryl – motion carried.