



HGS BOARD MEETING MINUTES

Date: August 13th, 2024, Meeting held via Zoom

Quorum confirmed, meeting called to order by Penny Patterson (HGS President)

Time: 6:25 pm

2024-2025 Board Members

Penny Patterson (P)
Glenn Lowenstein (T)
Catherine Cox Strong
(D2)

Patty Walker (PE)
Angela Hammond (TE)
Lauren Seidman
Robinson (D3)

Catie Donohue (VP)
Ted Godo (E)
Judy Schulenberg (D1)

Sophie Broun (S)
Lucia Torrado (EE)
Sharma Dronamraju (D4)

Board Present

Penny Patterson (President)

Angela Hammond (Treasurer Elect)

Ted Godo (Editor)

July Schulenberg (Director 1)

Lauren Seidman Robinson (Director 3)

Patty Walker (President Elect)

Catie Donohue (Vice President) – Joined Late

Sophie Broun (Secretary)

Lucia Torrado (Editor Elect)

Penny Patterson – Meeting started at 6:25 pm with Quorum of 8 Board Members present. One joined late.

First Order of Business Discussion & Approval of the Minutes: Penny Patterson asked if everyone reviewed agenda. No comments or additions from attendees and the agenda was approved. No consent agenda needed this month.

Motion:

Motion to approve the July 2024 Minutes as Final. Angela Hammond so Moved and Patty Walker Second the Motion. There was no discussion, Vote passed Unanimously.

The Final Minutes for July can be found in the HGS Dropbox under: Dropbox\HGS Committee Report & Board Minutes\Monthly Meeting Minutes Reports\2023-2024 Board Minutes\Final

Treasurer's Report – Angela Hammond

Angela Hammond commented that she does not have access to QuickBooks. Penny Patterson and Patty Walker agreed the Treasurer elect should have access.

Reviewed Statement of Activity (as shown on next page)

Revenue down \$9,124 on 2023

Registrations are up this year. Africa conference only gained \$500 this year which seems a bit light. Suggestion to consider an active area like Guyana, Suriname next year.

Penny Patterson: the Sponsors Income \$11,600 was from the sponsors gala last year.

Publication Royalties: Increased \$1,663

Expenses up \$3,875 on 2023

Legal and professional increased \$2,474

Website maintenance increased \$1,131

Discussion on rent. Patty Walker – considered removing the rental space and work remotely but could not break lease without penalty. This year rent has come down \$1,199.

Bulletin Expense is not present in 2024. Patty Walker noted that this will be for the 101st year. Penny Patterson commented that other bulletins are online so the fees could be going to the Website expenses.

Investments

Schwab Investments are almost unchanged from last year (2024: \$675,905 and 2023: \$674,898). Patty Walker suggested these investments need to be reviewed by the Finance Committee with Schwab quarterly and adjusted where appropriate in line with HGS guidelines. Treasurer Elect should be on the Finance Committee.

Houston Geological Society

Statement of Activity

July 2024

	TOTAL		
	JUL 2024	JUL 2023 (PY)	CHANGE
Revenue			
4000 Membership Dues	4,276	9,473	-5,197
4005 Registrations	5,888	2,962	2,926
4010 Donation Income		1,366	-1,366
4030 Sponsors Income	7,300	11,600	-4,300
4070 Advertising Income		2,850	-2,850
4085 Publication Royalties	5,068	3,405	1,663
Unapplied Cash Payment Revenue	0		0
Total Revenue	\$22,531	\$31,656	\$ -9,124
GROSS PROFIT	\$22,531	\$31,656	\$ -9,124
Expenditures			
5000 Meeting Expense	1,333	644	689
5150 Bulletin Expense		1,949	-1,949
5600 Conference Expenses	2,143		2,143
5700 Host Server Charges	178	133	44
6100 Merchant Fees	32	690	-658
6200 Rent	1,375	2,574	-1,199
6300 Legal & Prof	2,474		2,474
6400 Office Insurance	671	619	53
6500 Contract Labor	630		630
6600 Payroll	6,341	6,174	167
6610 Payroll Taxes	485	485	0
6620 Retirement - HGS	190	190	0
6630 Insurance Allowance		167	-167
6640 Payroll Fees	249	273	-24
6700 Equipment Rent & Maintenance		219	-219
6750 Computer Software	272	210	62
Total Revenue	\$22,531	\$31,656	\$ -9,124
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6630 Insurance Allowance		167	-167
6640 Payroll Fees	249	273	-24
6700 Equipment Rent & Maintenance		219	-219
6750 Computer Software	272	210	62
6755 Website Maintenance	1,131		1,131
6830 Postage	68		68
6850 Phone/Internet/Cable	182	347	-166
6860 Bank and Credit Card Charges	827	33	794
Total Expenditures	\$18,581	\$14,706	\$3,875
NET OPERATING REVENUE	\$3,951	\$16,950	\$ -12,999
Other Revenue			
7500 Investment Revenue	2,835	1,913	922
Total Other Revenue	\$2,835	\$1,913	\$922
NET OTHER REVENUE	\$2,835	\$1,913	\$922

Penny Patterson asked if there was an interest in approving the report or if we should wait for a more formalized report when Glenn Lowenstein returns.

Patty Walker noted it's hard to look back from year to year vs from planned to budget which is helpful to know how the finances are trending.

Penny Patterson requested all committees to send out budgets. Missing Student, International Explorationist, North American, Golf, Skeet Shoot etc. Would like to have budget approved by next meeting. Patty Walker noted Chair Fest is a good opportunity to connect with committees to get budgets in.

Catie Donohue noted that while attendance looks low currently, the Student Expo had more attendees registered now than this time last year so hoping overall the attendance will be larger. Agenda and Interviewing Companies are confirmed. Good opportunity to advertise other HGS events.

Patty Walker motioned to hold off until next month. Second Catie

Motion:

Motion to hold off on approving the Treasurer's Report until next month. Patty Walker so Moved and Catie Donohue Second the Motion. There was no discussion, Vote passed Unanimously.

Secretary Report – Sophie Broun

New Membership Applications Report:

We have a Report on the screen of the Applicants for Approval this month. We went over the spreadsheet shown below then we voted on them collectively.

Membership report (for August 2024 meeting)

6 Active Candidates, 0 Associate Candidate, 3 Emeritus and 4 Student Candidate submitted for Approval.

Names in red were approved at last Board Meeting

July 2024 membership report (for August 2024 meeting)

First name	Last name	Membership	AAPG #	HGS sponsor	Employer	Degree, Major, University
Rachel	Campbell	Active	Yes		Occidental Petroleum Corporation	M.S. Geology, Southern Methodist University B.S. Geology, Southern Methodist University
Ingrid	Eckhoff Wendel	Active	No		Occidental Petroleum Corporation	M.S. Geology, Stephen F. Austin State University B.S. Geology, Louisiana State University
Mackenzie	Wegmann	Active	Yes		NextEra Energy Resources	M.S. Geological & Earth Sciences, Northern Illinois University B.S. Geological & Earth Sciences, Missouri State University
Bradley	Ben	Active	No		Geosyntec Consultants	M.Sc. Geology, Southern Methodist University B.Sc. Geology Southern Methodist University
Jessica	Closek	Active	No		Wood Mackenzie	M.S. Geology, Wright State University B.S. Environmental Geology, University of Dayton
Thomas	Etzel	Active	No		ExxonMobil	PhD, Geology/Earth Science, University of Texas Austin Ms Geology, University of Utah
First name	Last name	Membership	AAPG #	HGS sponsor	Employer	Degree, Major, University
First name	Last name	Membership	AAPG #	HGS sponsor	Member since	Age
James	Thum	Emeritus			1986	65+
Gary	Knapp	Emeritus			>30 years	67+
Zehui (Tim)	Huang	Emeritus			>15 years	65+
First name	Last name	Membership	AAPG #	HGS sponsor	Employer/Professor	Degree, Major, University, Exp. Graduation
Michael	Zane bey	Student	No			B.Sc. Geology, Tulane University
Joshua	Steward	Student	No		Margaret Crowder	BS. Geological sciences, Western Kentucky University
Muhammad	Iqbal	Student	No	HOLD	Prof Dr. Mian Swohail Akram	BS Applied Geology, University of Punjab Lahore
Shea	Molineiro	Student	No		Paul Mann	B.S. Geology, University of Houston

For this meeting, we have 6 Active, 0 Associate, 3 Emeritus (carried over from last month) and 4 Student Applicants. All Active and Emeritus members were approved unanimously. One student was

put on hold. Sophie Broun to follow up and confirm Muhammad Iqbal's degree is Geology focused before approval.

Andrea Peoples will add the names as New Members and put their names into Constant Contact.

Motion:

Motion made to approve the New Membership Applications. There was no discussion, Vote passed Unanimously.

Major items for Discussion Penny Patterson

Penny Patterson moved up the priority items in the Agenda.

Symposium

Brian Guzman's group name has changed to New Energies Group.

Recent Changes in Committee Chairs:

Bones in Schools – HGS has collection of invertebrate fossils used for school outreach. Chuck Caughey would like sort and identify specimens then separate surplus specimens not needed for outreach and donate to programs for paleontology programs. Beneficial for HGS due to reduction in space.

Motion was made to approve the donation of surplus specimens was made. There was no discussion and vote passed unanimously.

Student Expo – Key event coming up. Expo is on track to exceed last year in number of attendees.

Africa Conference

We are behind in registration. Asked Andrea Peoples to send a reminder that speaker fees will be increasing from \$500 to \$550. This was successful and registrations went from 4 to 19. Need committee members to sign up.

Africa Conference has list of speeches and presentations.

Catie Donohue shared that the biggest area we need help is advertising and the website, biggest Lesson Learned is a more a clear structure on deadlines and who's responsible for what.

Need to open Student Expo registration to beyond just students for the networking events.

GSH Expenses – Conference center. Because GSH are a public foundation and charitable tax-exempt organization under 501(c)(3) we are paying for the expenses. Right now, we are the lead on the budget / expenses. They refused to sign contract due to tax status. Expenses and income will be shared at the end of the meeting.

Grand Canyon River Trip – usually we have good registration but right now no one has signed up and \$14,500 has been paid in deposit. Next fee raise is October but don't want to be waiting until last minute. Suggestion to post an article in bulletin about a previous trip. Ted Godo noted if the article is being run again it could make September pending approval from original author.

Action for Penny Patterson to follow up with Ted Godo on the article approval.

Catie Donohue asked if we had a Chair for this trip. Decision was made to aim to run article in October and target the Neo-Geos.

Angela Hammond noticed that she was unable to access the website to sign up for the trip. Neither could others in the meeting. Discussion that this might explain why there are so far no sign ups. Plan to do an October Advertising Blast. Discussion followed about the website and who the right contact would be to progress website improvements. Catie Donahue suggested we pause and move the website improvement discussion to new business section and move on with the agenda. All agreed.

President Elect – Patty Walker

Calvert Scholarship Report

Met on July 31st. We had 10 applicants for 4 scholarships and 7 students who had previously received scholarships that we're continuing to fund. Once they get into the scholarship program they continue to get funded. We maintain scholarships at \$7000 per year Masters and \$5,000 per year for PhD. 17 students total are in the program.

Judy Schulenberg is the university contact. Suggestion to the Calvert Scholarship information available at networking events for expanding reach.

Judy Schulenberg commented that Andrew Stern chairing the Student Expo is one of the Calvert Recipients. Encourage the recipients to be active in societies. One student has decided not to go back to PhD so down one student. She was a new recipient.

Editor Report – Ted Godo

As far as reports for September goes, we're in good shape. Key missing items are

- Africa Conference
- IMAGE
- Neo Geos

Deadline would be within the next week to make the September edition for articles that do not require review. For technical articles that require review, these need to be in before the 10th of the month.

Catie Donohue mentioned there was a lot of starting material on the Africa Conference and Patty Walker will prepare.

Penny Patterson will follow up with Austin Bruner for Neo Geos.

Advertisements: when we went online we lost a lot of advertisers. Catie Donohue said we also have a sponsorship deal. Ted Godo will follow up with Caroline Wachtman to understand how advertising is done and CC Penny Patterson and Lisa Krueger. Penny Patterson shared the current status of advertising received from Andrea with run dates.

Catie Donohue commented that when we received requests for sponsorship it was very clear what the tiers are and room for negotiation. While it dried up with the paper bulletin there was a suggestion that we create a bundle that covers social media, Bulletin etc

Penny Patterson added that there is a Sponsorship Chair Jeffrey Lund but he's more targeting big companies and not for advertising. Patty Walker noted the position for Advertising Chair is currently open and under Editor Elect. Catie Donohue suggested we make the role an assistant to the sponsorship chair. Patty and Penny both agreed.

Directors Reports:

Judy Schulenberg:

The Continuing Education Committee meetings are a few days after this board meeting so need to re-organize scheduling. The CoreLab course for August is close to IMAGE don't expect many attendees. Working on getting a location for the course that was to be at Stratum.

Catherine Strong (Not present)

Penny Patterson mentioned she submitted an article for the Bulletin. The article was on HGS supporting 3 interns at Houston Museum of Natural Science.

Lauren Robinson:

In process of reaching out to NeoGeos for advertising.

Social Media Committee have all of social media accounts. The Committee monitors the following and sends advertisements. Focus currently is on advertising August Events – NeoGeo and IMAGE. Pushing Africa Conference and Student Expo. AAPG wants to do cross advertisement on social media. Lauren Robinson sought guidance on protocol for which events to promote through AAPG.

Penny Patterson supports cross advertising with AAPG. Commented that HGS already advertises IMAGE so it would be great if they could advertise the Africa Conference. Catie Donohue asked what other social platforms in HGS. Lauren Robinson responded that HGS has LinkedIn, Facebook, Instagram, Youtube and X (Twitter).

Lauren Robinson is planning to keep a log of what gets sent out from what platform so we can keep like for like in promotion. Will promote the value of HGS social media posts to AAPG.

Penny Patterson let's loop in Andrea Peoples to find out if existing arrangements are in place.

Sharma Dronamraju (Not present)

Catie Donohue shared that the Golf Tournament is coming up in October. It's been a good turnout previously and has sponsorship. Did need volunteers. Patty Walker asked if there was an advertisement in the Bulletin on the Golf Tournament but Ted Godo said there currently was not. Catie Donohue will email Ted Godo the information and graphic to be included.

Ted Godo asked who did the weekly newsletter and Patty Walker said it was Andrea Peoples. Some of the board mentioned that they did not receive the weekly email.

Catie Donohue heard at last happy hour that NeoGeos were starting a Pickle Ball competition. Lauren Robinson to follow up. Judy Schulenberg suggested it would be good to move more NeoGeos into the HGS technical events.

Vice Presidents Report – Catie Donohue

Technical committee meetings were held August 7th.

Sept 16th is talk with John Anderson (Emeritus from Rice University) for monthly dinner meeting for all HGS. October will be a talk from NASA. November lecture with University of Houston needs volunteers for judging. If anyone has a formal new hire mentor program built in consider using the lecture to do something offsite together. December will be Mark Hamzat now Private Equity Chair to do “Show me the Money” lecture series. We will feature each technical committee at each dinner going forward.

No lunches are formally booked right now. Brian from New Energies says he has one. Working on a lunch for September. Would ideally like 1 in person lunch meeting per semester the remainder in Zoom for highlighting overflow technical talks.

In favor of shortening Monday meetings. With the revised format, the meeting starts at 6:00pm for networking and happy hour. 6.30 – 6.45pm is dinner. At 6.45pm start discussing business items for the meeting and start the technical talk. At 7.30pm conclude the technical talk and take questions and announce overflow bars for those who want to continue the conversation after. This semester we’re committed to dinner meetings whole time as already booked with Norris Center.

Each committee writing is introductory material for inclusion in Bulletin.

Reminded committee chairs about budgets.

Have not finalized plan for sponsorships. Would like to target a vendor in line with the talk to sponsor that meeting. Suggest allowing sponsor organization members to attend dinner at HGS member price and Catie Donohue will write this up as a suggestion.

Patty Walker mentioned Rob Shapiro who is with Microsoft Lab has been interfacing with a lot of energy people and could be a good option for a lunchtime talk. Patty will reach out on LinkedIn and follow up.

Presidents Report –

Office Management Monthly Report Andi’s reports are on dropbox. Previously G&A was not included in event budget but this is now included. If you’re putting together a budget it’s possible to review.

Andi sent out a membership blast and 100 people signed up. Will send more blasts in the next few weeks and is successful. Will meet with Oyie Ekeng attempt to contact people individually. Patty Walker suggested we post membership renewal reminders on LinkedIn. Lauren Robinson will action.

Old Business –

Mentorship committee – other societies have a mentoring program. This might be a way to engage more students. Something to consider but not take away from core activities.

New Business – Website and access is not as effective as it could be. Catie Donohue suggested a refresh starting with the creation of a budget. We should factor in the extra time it currently takes Andrea Peoples to manage the manual processes and the new site will slim down steps to enroll members and proposed a task force. Patty Walker agreed to start looking into options. A lot of the work would be transferring existing data over.

Next Meeting Date – September 10th.

Motion

Motion to adjourn Catie Donohue and Patty Walker.

All in favor, meeting adjourned at 8:27 pm.