

HGS BOARD MEETING MINUTES



Date: September 10th, 2024, Meeting held via Zoom

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

Time: 6:21 pm

2024-2025 Board Members

Penny Patterson (P)	Patty Walker (PE)	Catie Donohue (VP)	Sophie Broun (S)
Glenn Lowenstein (T)	Angela Hammond (TE)	Ted Godo (E)	Lucia Torrado (EE)
Catherine C. Strong (D2)	Lauren S. Robinson (D3)	Judy Schulenberg (D1)	Sharma Dronamraju (D4)

Board Present

Penny Patterson (President)	Patty Walker (President Elect)
Glenn Lowenstein (Treasurer)	Catie Donohue (Vice President)
Angela Hammond (Treasurer Elect)	Sophie Broun (Secretary)
Ted Godo (Editor)	Lucia Torrado (Editor Elect)
July Schulenberg (Director 1)	Catherine Cox Strong (D2)
Lauren Seidman Robinson (Director 3)	

Penny Patterson – Meeting started at 6:21 pm with Quorum of 10 Board Members present.

First Order of Business Discussion & Approval of the Minutes: Penny Patterson made minor changes to the draft of the August minutes. No other board members had any proposed changes.

Motion:

Motion to approve the August 2024 Minutes with suggested revisions as Final. Catie Donohue so Moved and Patty Walker Second the Motion. There was no other 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

No consent agenda.

Treasurer's Report – Glenn Lowenstein

Glenn Lowenstein presented the Treasurer's Report. Noted that Revenue lower compared to 2023 as we didn't have 100 year anniversary money coming in from sponsorships. Expenses are more than last year, mostly to do with the Student Expo Event. Overall good financials.

HGS Treasurer's Report August 2024

This report provides an overview of the financial status of the Houston Geological Society (HGS) as of September 10, 2024.

Executive Summary

- *HGS Total equity increased from July \$30,676 due to Schwab investments, deposits from dinner/meetings, sponsorships and memberships.*
- *HGS investments increased in value \$11,804 in July.*

Equity

Table 1. Total Equity in HGS portfolio.

	July 2024	August 2024	Net Change (\$)
Chase checking	\$66,807	\$85,679	\$18,872 ^
Chase savings	\$345	\$345	\$0
Schwab Money Market	\$60,421	\$62,624	\$2,203 ^
Schwab One	\$785,626	\$795,227	\$9,601 ^
Total Bank Accounts (Checking, Savings, Money Market)	\$913,199	\$943,875	\$30,676 ^

Assuming an operating cost of \$30,000 per month, reserves in HGS liquid bank accounts cover 4.9 months of expenses.

Revenues and Expenses

Operating revenues and expenses in July 2024 are shown in the following table. HGS received \$54,646 in revenue, the bulk was dinner/ meeting registrations (51%) - Golf, Neogeos, Past President lunch, Student Expo, Africa Conference & Clay Shoot), sponsorships (30%), and memberships (16%). Total operating expense this month was \$33,433 mostly composed of meeting expenses (35%), payroll (28%), and social event expenses (12%). There was net revenue of \$23,416 for the month and a fiscal year net of \$29,434.

Comparisons to this time 2023

HGS had \$38,200 less revenue compared to this period in 2023 due to less sponsorship (100 year). Expenses were higher this period than 2023 by \$12,384 mainly due to meeting expenses (student expo).

Budget Analysis

Subject to approval this month. Overall, the financial status of HGS has been this fiscal year.

Respectfully submitted,
Glenn R. Lowenstein Treasurer & Angela Matels-Hammond, Treasurer Elect

The Statement of Activity by Month was then reviewed. Glenn Lowenstein noted that for the budget it's probably worth looking at from a 3 – 4 month period to include the pre, during and after finances for an event. Catie Donohue mentioned it could be helpful to see comparison of the month to the previous year's month to get a feel for one-offs vs the what the rolling average is. Penny Patterson commented can capture the reasons for ups and downs with the finances using annotations to call out reasons for differences. Further discussion was held around ideas and preferences for data display and graphs in future reports. Patty Walker suggested we include comparison to budget to add context with actuals vs plan to be able to course correct during the year. Committee chairs should be tracking the budget but they don't seem to. Multiple events run over which leads to a significant amount of overrun.

Further discussion was held about the best way to view financial and event data going forward and how best to leverage the committee chairs to add event level reporting for budget vs actual.

Penny Patterson will send budget spreadsheet out to committee chairs to update quarterly with actual data on event finances and will copy Directors.

Houston Geological Society
Statement of Activity by Month
July - August, 2024

	JUL 2024	AUG 2024	TOTAL
Revenue			
4000 Membership Dues	4,276	8,860	\$13,136
4005 Registrations	5,888	27,948	\$33,836
4010 Donation Income		350	\$350
4030 Sponsors Income	7,300	16,200	\$23,500
4070 Advertising Income		1,200	\$1,200
4085 Publication Royalties	5,068	88	\$5,155
Unapplied Cash Payment Revenue	0		\$0
Total Revenue	\$22,531	\$54,646	\$77,178
GROSS PROFIT	\$22,531	\$54,646	\$77,178
Expenditures			
5000 Meeting Expense	1,333	11,781	\$13,114
5140 Social Event Expenses	300	4,083	\$4,383
5600 Conference Expenses	2,143	610	\$2,753
5700 Host Server Charges	178	178	\$355
5850 Exhibit Expenses		551	\$551
6100 Merchant Fees	32	36	\$68
6200 Rent	1,375	1,375	\$2,750
6300 Legal & Prof	2,474	1,249	\$3,723
6400 Office Insurance	671	710	\$1,381
6500 Contract Labor	630	683	\$1,313
6600 Payroll	6,341	9,428	\$15,768
6610 Payroll Taxes	485	721	\$1,206
6620 Retirement - HGS	190	283	\$473
6640 Payroll Fees	249	320	\$570
6700 Equipment Rent & Maintenance	109		\$109
6750 Computer Software	607	370	\$977
6755 Website Maintenance	1,131	179	\$1,310
6800 Office Supplies		63	\$63
6830 Postage	91	19	\$110
6850 Phone/Internet/Cable	182	182	\$363
6860 Bank and Credit Card Charges	827	613	\$1,440
Total Expenditures	\$19,348	\$33,433	\$52,781
NET OPERATING REVENUE	\$3,184	\$21,213	\$24,397
Other Revenue			
7500 Investment Revenue	2,835	2,203	\$5,037
Total Other Revenue	\$2,835	\$2,203	\$5,037
NET OTHER REVENUE	\$2,835	\$2,203	\$5,037
NET REVENUE	\$6,019	\$23,416	\$29,434

Motion:

Motion to approve 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 started with the Applicants for Approval this month, walked through the draft membership report and then voted on them collectively. For this meeting, we had 14 Active, 0 Associate, 1 Emeritus and 4 Student Applicants. There was additionally 1 Student Applicant who was on hold from the last meeting.

Active:

1 x Active applicant was moved to Associate (Cyril Westcott) this was unanimously agreed.

1 x Active applicant Thiago Abreu da Silva was discussed by the group to determine if his background met the requirements for membership – particularly if the degree had sufficient geology content and if his background was sufficiently technical and not too business focused. This was balanced with the need to be inclusive and support those who work to provide geological services.

1 x Emeritus member was approved unanimously as were all 4 new student applicants. The 1 student applicant Muhammad Iqbal will remain on hold until additional information is obtained.

List of Members Discussed and Finalized Membership Status

Gwladys	Gaillot	Active	Yes		Apache Corporation	PhD Geology, University of Montpellier II
Jordan	Vega	Active	No		Advanced Groundwater Solutions LLC	Mc Geology & Geospatial Sciences, Missouri State University BSc Geology, Ssam Houston State University
Chalres	Clawson	Active	No		TG Natural Resources	BS Geosciences, LA Tech University
Thaigo	Abreu da Silva	Active	No		PetroStrat Inc.	Business Administration, UniBF B Environmental Science, Unesa
Marshall	Titus	Active	No		Retired (Marathon Oil)	MS Geology, University of Houston BS Geological Sciences, UT Austin
Xuwei	Zhang	Active	Yes		Chevron	Ph.D. Earth Science, Syracuse University
Gbemisola Adeyemi	Afolabi	Active	Yes		Amni Petroleum Development Company	MSc Geosciences, Rice University BS Geosciences, Texas Tech University
Gillian	Fisher	Active	Yes		Exxon Mobil	B.S Geology, Brigham Yung University Idaho
Alice	Stagner	Active	No		Exxon Mobil	MSc Geology, University of Oklahoma BSc Geology, University of West Georgia
Crystal	Saadeh	Active	No		MCWL Paladin Geological Services	Mc Geology, University of Houston BSc Geology University of Houston
Jeff	Fortenberry	Active	No		DownUnder Geosolutions (DUG)	BA Geology, Unikversity of Alabama
Joshua	Freeman	Active	No		Pangea Geoscience	BS Geology University of Texas
Nick	Kaprowski	Active	No		Vaalco Energy	BSc Geophysics, University of Calgary

First name	Last name	Membership	AAPG #	HGS sponsor	Employer	Degree, Major, University
Cyril	Westcott	Associate	No	<i>Suggest Associate</i>	WestCott Law Group PLLC	LLM, Energy Enviroment & Natural Resources, University of Houston (in view 2025) JD< LLM, EENR, University of Houston

First name	Last name	Membership	AAPG #	HGS sponsor	Employer	Degree, Major, University
Stephen	Paine	Emeritus			> 10 years. Member # 188041 or 18804	67

First name	Last name	Membership	AAPG #	HGS sponsor	Member since	Age
Muhammad	Iqbal	Student	No	HOLD	Prof Dr. Mian Swohail Akram	BS Applied Geology, University of Punjab Lahore
Ferando	Rey	Student	No		Matthew Malkowski (PHD Advisor)	PHD Candiate, Jackson School of Geoscience, UT Austin (2025) Masters Geology, Jackson School of Geoscience, UT Austin (2021)
Andrew	Sezibera	Student	No			MSc Geology, Stephen F Austin State University
Alexa	Crawford	Student	Yes			MS Geology Louisiana State University (2026)
Daniel	Owodunni	Student	Yes		Dr. Juan Lorenzo	BS Geosciences Mississippi State University Doctorate, Geology- Sedimentology, Louisiana State University (ongoing) Btech, Geochemistry Federal university of Technology Akure, Nigera

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. All applicants were approved unanimously and without discussion except Catherine Strong dissented to the Active Membership for Thiago Abreu da Silva. Vote was taken on if Thiago Abreu da Silva should be awarded Active Membership: 8 yes, 3 no, 1 not present.

Motion to approve the agreed upon status of membership was made by Catie Donohue and Judy Schulenberg seconded.

Major items for Discussion Penny Patterson

Penny Patterson moved up the priority items in the Agenda.

Grand Canyon River Trip – Currently only 1 person has signed up. Penny to write letter for Bulletin. Need to advertise this trip more. Hatch rafters want to have names of everyone on the river trip by end of October and will be a cost penalty if we do not have these available. A lot of events are going on at the moment – suggest we move the decision on whether to run trip to ~ February 1st. Patty Walker commented that for a while the registration link was not working on the website but it is now functional.

Implications for the Budget are:

Proposal to approve the budget with the trip included and defer the decision on running the trip until the 1st February with no significant downside.

Catie Donohue suggested we work with the Chair to market it and suggested we could also work with other Geological Societies. Penny Patterson commented that if we don't fill the trip, the rafting company would fill the boat with non-HGS affiliated people but this wouldn't be an ideal outcome.

Ted Godo suggested we open it up to companies and ask them if they wanted to use it as a team building. Further discussion followed about ways to help market the trip including with other geologic societies and get others to sign up. Lucia Torrado suggested sharing pictures and itinerary with agreement from the group.

Budgets

Shared that Budgets location in Dropbox. Rent was updated for new lease. All else was kept same.

Patty Walker noted that the bulk of the expense was the Bulletin projected \$22.5k loss. Penny Patterson confirmed this and it is one of the main forms of communication and outreach and need to look at sponsorship, advertisement and other profitable events to cover.

Catie Donohue suggested we could take this as a side conversation with Ted Godo to reduce the Bulletin loss and bring back some of the benefits. Feedback from the community is people miss the hard copy which might also bring more sponsorships and advertising. Ted Godo commented that going to a quarterly or a special edition might be a solution.

Conversation followed around how which events / items we're willing to accept a loss on and where we plan to make it up. Penny Patterson walked through each item's profitability. G&A is the main expense and no opportunities to reduce this spend. The social events and student expo are net profitable. Non-

profitable items include Chairfest, which is important to connect and the bulletin. Discussion followed about ways to leverage profitable social events and run advertisements in the Bulletin as an additional value add.

Patty Walker makes motion to approve budget with Grand Canyon in and revisit in mid-January, seconded by Ted Godo. Vote was unanimous and passed with no further discussion.

Website Upgrade

Patty Walker shared that Andrea Peoples met with Kevin Croskrey from eMUNNICATIONS.com (tech support for website design) and talked through requirements for scope of work. Plan to meet with Paul Britt, Kevin Croskrey, Patty Walker and Andrea Peoples to talk about what capabilities we need and look at different platform options. There may be changes to website access during this time.

Penny Patterson noted we need to ensure the new website has a life of at least 5 years.

Student Expo

Ted Godo attended Student Expo and met at least half of the interviewers. Comments were positive and attendees said it was the best venue for recruiting people as it is ahead of university recruiting.

Judy Schulenberg also attended representing the scholarships and commented that students from many universities across the country attended.

GSH HGS Conference – moving slowly received sponsorship money from Chevron. Low attendance.

President Elect – Patty Walker

Africa Conference – did walk through at the Norris Center. Encouraged sharing of advertising on social media to encourage attendance at event.

Vice Presidents Report – Catie Donohue

- September general meeting is next Monday, currently 15 people signed up. Negotiated a lower rate for students through HGS.
- October is penciled in for Harris Cander. Awaiting approval from Marathon.
- November will be Lesli Wood from Colorado School of Mines for Sherif lecture night
- December will likely be Jeff Lund presenting same talk from Sipes that was very popular
- January will be James Painter for Legends night from Cobalt

Plan to get lunches started by October.

Directors Reports:

Judy Schulenberg:

The Continuing Education Committee meetings are a few days after this board meeting and not meeting until Thursday. A list of suggested talks is posted to Dropbox and minutes will be posted when available.

Catherine Strong

Science and Engineering Fair, activities are concluded for this year and article included in Bulletin. Dorene is trying to write up detailed information on duties so her job can be handed over when she retires. Houston Museum of Natural Science is calling for people to be trained as volunteer docents.

Paul Mann is continuing to connect the University of Houston students to the HGS and other organizations connected to us.

Lauren Robinson:

Social Media Committee continues to grow following on social media with focus on fall HGS events. Heavily advertised Student Expo and the upcoming Africa Conference, Golf Tournament, Joint Seminar in November, Clay Shoot, Neo Geos and Grand Canyon.

Met with Sarah South from AAPG who suggested the cross-promotion opportunity. AAPG have 4 newsletters focused on technical, technology, business and where geology meets everyday life. Cross promotion would be in those newsletters that go out weekly. Checked to ensure that this wouldn't interfere with any of payment aspects and no issues were identified.

Sharma Dronamraju (Not present)

Presidents Report

New Business

We have received requests for sponsorship.

Energy Day on October 19th, 2024. Previously it was free but this year there is a \$400 charge. The event is aimed at grade school students to learn about energy and STEM. This is similar to our Science and Engineering Fair of Houston which is geared to middle school and high school students. Agreement to not proceed with sponsoring the Energy Day Event. HGS will also not be contributing to the Texas Hydrogeology workshop.

HGS received \$150 for the Educational Outreach Committee from the Houston Chapter of AAPG for the presentation that the committee did in August 2024. Judy Schulenberg to write a thank you note in response.

Next Meeting Date – October 8th Tuesday at 6:15pm

Motion

Motion to adjourn the meeting Catherine Strong and seconded by Ted Godo

All in favor, meeting adjourned at 8:29 pm.