HGS BOARD MEETING MINUTES

Date: July 22nd, 2025, Meeting held via Zoom
Quorum confirmed, meeting called to order by Penny Patterson (HGS President)
Time: 6:18 pm

2025-2026 Board Members

Patty Walker (P)	Bryan Guzman (PE)	Caroline Wachtman (VP)	Catherine Strong (D2)
Bryan Bottoms (S)	Angela Hammond (T)	Andrea Reynolds (TE)	Lauren Robinson (D3)
Lucia Torrado (E)	Sharma Dronmaraju (EE)	Bill DeMls (D1)	Amanda Johnston (D4)

Board Present

Patty Walker (P)	Bryan Guzman (PE)	Caroline Wachtman (VP)	Catherine Strong (D2)
Bryan Bottoms (S)	Angela Hammond (T)		Lauren Robinson (D3)
Lucia Torrado (E)	Sharma Dronmaraju (EE)		Amanda Johnston (D4)

Patty Walker – Meeting started at 6:18 pm with Quorum of 9 Board Members present.

Motion:
Motion to Approve Agenda. Patty Walker so moved and Catherine Strong seconded. The Vote passed unanimously.

First Order of Business Discussion & Approval of the Minutes: There were no edits received. No other board members had any proposed changes.

Motion:
Motion to approve the May 2025 Minutes. Bryan so Moved and Angela seconded the Motion. There was no other discussion, Vote passed Unanimously.

The Final Minutes for May can be found in the HGS Dropbox under: Dropbox\HGS Committee Report & Board Minutes\Monthly Meeting Minutes Reports\2024-2025 Board Minutes\Final

Treasurer's Report – Angela Hammond

HGS Treasurer's Report
June 2025 & Fiscal Year 2024-2025 close-out

This report provides an overview of the financial status of the Houston Geological Society (HGS) as of the end of June 2025 and the end of the fiscal year.

Executive Summary:

- HGS Total Equity increased ($18,223) from May 2025 due to an increase in Schwab Money Market and investments.
- Budget - for the most part HGS has been trending positively on expenses and revenue throughout the fiscal year but in June, expenses were 4% more than budgeted. However, HGS collected more than 13% of the budgeted revenue and is still in the Black.
- Fiscal Year 20024-2025 Summary: **Revenue** increased $51,880 in FY25 from FY24 due to increased dinner registrations, sponsors income, and short course income, in order of largest to smallest. **Expenses** increased $22,273 in FY25 from FY24 due conference expenses, website maintenance, and merchant fees in order of largest to smallest. Overall, **Net Revenue** increased $29,606.

Equity:

Total Equity in HGS portfolio:

	May 2025	June 2025	Net Change ($)
Chase Checking	$82,397	$77,339	<$5,058>
Chase Savings	$345	$345	–
Schwab One	$882,259 ($88,867-cash;$793,392 – investments)	$901,939 ($91,447-cash;$810,492 – investments)	$19,680
Total Bank Accounts (Checking, Savings, Money Market, investments)	$965,001	$979,623	$14,622

Assuming an operating cost of $30,000/month (approx. average spending per month to date during this fiscal year, reserves in the HGS liquid non-investment bank accounts (Chase checking) for greater than 5.5 months of expenses.

Revenue and Expenses:

Operating revenues and expenses in June 2025 were as follows:

Majority Revenue - $27,850 from sponsors () and Membership dues ($15,190). **Total Revenue =$44,220.**

Majority Expenses – Website Maintenance ($10,787); Social Event expenses ($6,643); Payroll ($6,341); Office Insurance ($3,783) **Total Expenses = $34,134.**

Net Revenue = $10,086

Table 1: Percentage of Revenue Streams from July 2024 to June 2025

Revenue Stream	Revenue Total	% of Cum Total
Membership Dues	$52,401.00	10.4%
Registrations	$165,500.37	32.7%
Donation Income	$23,722.88	4.7%
Sponsors Income	$214,985.00	42.5%
Short Course Income	$24,478.75	4.8%
Website Advertising Income	$2,000.00	0.4%
Advertising Income	$4,595.00	0.9%
Publication Royalties	$16,970.06	3.4%
Unapplied Cash Payment Revenu	$1,000.00	0.2%
Conference Profits	-$134.00	0.0%
CUM TOTAL	$505,519.06	100.00%

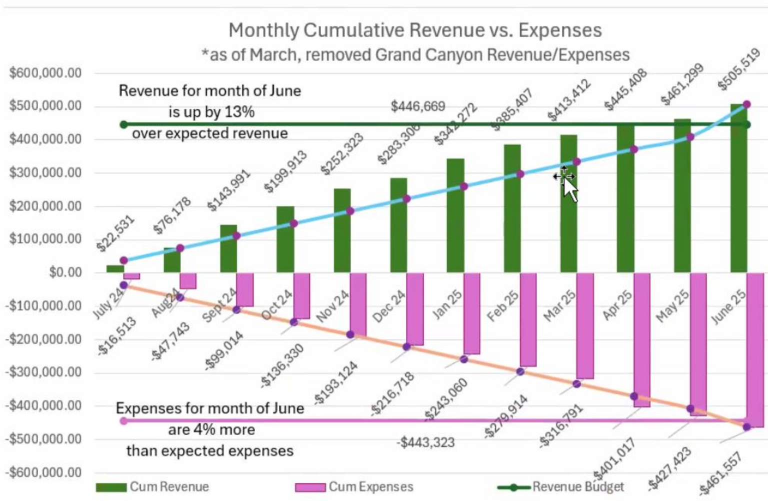

Figure 1: Monthly Cumulative Revenue vs. Expenses

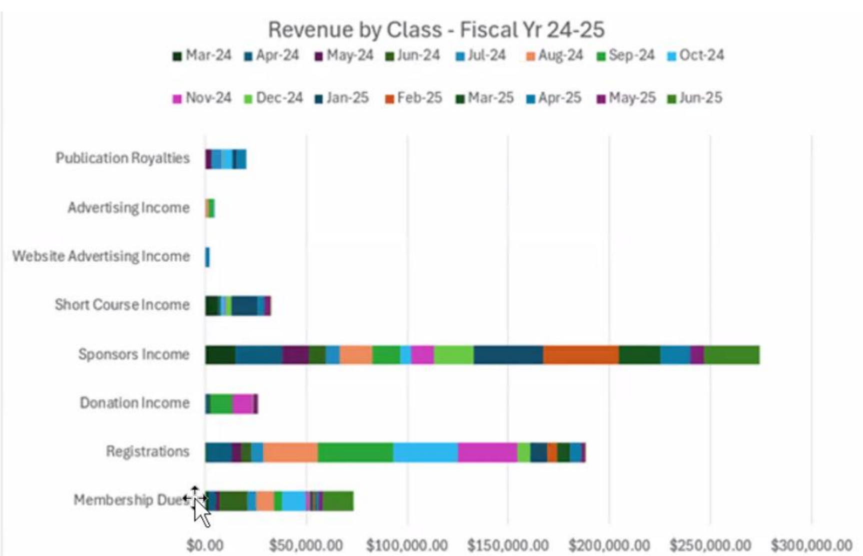

Figure 2: Revenue by Class for Fiscal Year 2024-2025

Overall, HGS continues to be in good financial shape with expenses and revenue, making more and spending less than expected.

Motion: Motion to approve the Treasurer's Report. Caroline Moved and Sharma Second the Motion. There was no discussion, Vote passed Unanimously.

Secretary Report – Presented by Bryan Bottoms

New Membership Applications Report:

The final approved list is shown below with accepted candidates marked in green. John Kachelmeyer accepted. Bruce Johnson needs to be confirmed and will be added to next month's meeting

A	B	C	D	E	F	G	H	I	J	
First name	**Last name**	**Email**	**LinkedIn**	**Membership**	**AAPG #**	**HGS sponsor**	**Employer**	**Degree, Major, University**	**Comments**	**Applica**
No New Membership Applications this Month										
First name	**Last name**			**Membership**	**AAPG #**	**HGS sponsor**	**Employer**	**Degree, Major, University**		
First name	**Last name**			**Membership**	**AAPG #**	**HGS sponsor**	**Member since**	**Age**		
John	Kachelmeyer	jmkachelmeyer@yahoo.com		Emeritus			2015	70 yrs		
Bruce	Johnson	bajenergy@gmail.com		Emeritus						
First name	**Last name**			**Membership**	**AAPG #**	**HGS sponsor**	**Employer/Professor**	**Degree, Major, University, Exp. Graduation**		

Motion:

Motion to approve the agreed upon status of membership was made by Catherine Strong and Patty Walker seconded. There was no discussion. Vote passed Unanimously.

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

Major items for Discussion Penny Patterson

Status Update of Website Rebuild:

Website build is going along smoothly. All links should be active in 3 weeks. Content to follow. Board will test it once its at a point to be tested before final roll out. Part of expense came out of last year's budget (10k). Some will come out of this year's budget (15k). Sponsor income will help with rebuild costs.

Welcome to new board members:

1) Roles and Responsibilities and committees that report to you – everyone should have received from Andi, and returned back. Let anyone know if there are any questions.

Additional items discussed:

1) Chairfest decided on Thursday August 21st and invites will go out to all committee members this week. Will be at Ninfa's as per usual.
2) Goal for budget approval during October meeting

3) Merchant fees cost around $13k last year – need to make sure prices are accounting for that- suggestion would be that committees should charge 5% more on these events, except for Student Expo.
    a. Transaction fees will still be applied if we up the price.
    b. Discussion around could we add the processing charge at the end? Perhaps that should be part of the website functionality. Discussion around this is the best option going forward. On Square's, up the price to cover for it.
    c. Events are where we get hit with these the highest. (Crawfish boil, golf tournament, clay shoot, scholarship night).
    d. Will arrange a meeting to focus solely on this topic and how we can avoid a budget shortfall at the end of the year.

Motion:

Motion that any payments on credit cards 5% added. Bryan Guzman motioned, and Sharma seconded.

Bryan Guzman – President Elect

Africa Conference – have not touched base with the chair yet. Will be in UK this year

Calvert Scholarship Fund – received 14 applications for review. Currently being reviewed by committee for discussion. 9 Phd & 5 MS students applied.

Communications Committee – Will touch base with Dianna for plans this year

Foundation Scholarship Fund – Updating with Angela

Website Management – Added a new timekeeper to capture time related costs.

Working on fiscal year calendar, getting plugged in with office management and finance committee.

Editor – Lucia Torrado

Updating the Bulletin Cover Design

Discussion for memorial fund in Bulletin for prominent WTGS member who was impacted by floods

SIPES and HGS going to promote one event of each group in bulletins. Everyone agrees fine if relationship is symbiotic.

Reminder to reach out to committee chairs, etc. for Bulletin articles, etc.

Motion to approve new design of HGS Bulletin. Amanda motioned to approve, Bryan Guzman seconded. Voted on by Board. All approved.

Sharma requested to form an Editor Committee to assist with Bulletin and website. Patty requests a written proposal to form this type of committee - what is process and what are roles and responsibilities. Sharma will send an email around.

Vice Presidents Report – Caroline Wachtman

Caroline sharing thoughts around Dinner Meetings/Lunch Meetings for 25-26. It is hard to find speakers, so will try and continue lunches as possible.

Have contemplated moving to Spaghetti Western for meetings – Has good price, separate room, screen. Location is on Shepherd. Would like to have some things "not on west side". No deposits have been put down on anything so far. Other venues being contemplated as well.

Schedule for Dinner's shown to see if any conflicts. Student Expo was only conflict mentioned – will work around since nothing set in stone at this moment.

Directors Reports:

Bill Demis

Absent

Catherine Strong

Winners of Science Fair get to do an internship. We are supporting 3 interns this year. Update on upcoming GSH, HGS Case Study symposium.

Lauren Robinson

Neo Geos – going well. Don't need anything from them. Staying busy with monthly happy hours. Had one last week. Next is 21st of August. Sabata Energy is sponsoring.

Student Expo committee – very busy as it is approaching quickly.

Social Media committee – actively advertising all upcoming events.

Amanda Johnston

Met with committee heads last week to get introduced with everyone.

Continuing Education - planning to host short course 3-5 times a year (October, January, April) – still in planning stages

Museum & Field Trip Committee – everything is lined up

K-12 Outreach Committee – brainstorming ideas on how to invigorate/enrich ongoing programs.

Presidents Report:

Office Report - none

Old Business - none

New Business - none

Next Meeting Date – To be scheduled by the new incoming President Patty Walker. Tentatively Tuesday August 12th 2025 @ 6:15pm.

Motion:

Motion to adjourn the meeting Sharma Dronmaju and seconded by Catherine Strong.

All in favor, meeting adjourned at 7:23 pm.