

**New Mexico Geological Society, Inc.**  
**Minutes – Second Quarter 2013 Executive Committee Meeting**

**DATE:** April 11, 2013  
**TIME:** 7:15 pm  
**PLACE:** Mineral Museum, Socorro

**ATTENDING:** Mary Dowse, Nelia Dunbar, Greg Mack, Virginia McLemore, David Ennis, Adam Reid, Shari Kelley, Kate Zeigler

**Open Meeting**

1. Call to order, 7:15 pm.
2. Publications report – S. Kelley. 1<sup>st</sup> quarter sales totaled approximately \$6k. Downward slide continues although the highway map continues to sell well. Still have 18,000 copies of the highway map out of 25,000 ordered; they are \$10/each. There was an increase in sales of Guidebook 59. January sales helped sell 77 old guidebooks in 1 month. Point of sale is up and running. A. Reed and S. Kelley met to talk about hiring a student to scan abstracts. S. Kelley spoke to Dr. Maureen Wilks – the scanner proposed is constantly busy, is getting a bit older, and quality is not always great. An additional scanner is now available. S. Kelley to re-speak to M. Wilks when she's back from her vacation. N. Dunbar also spoke to M. Wilks; seems generally on board so long as S. Kelley is managing the student.

**ACTION ITEM:** S. Kelley to reconvene with M. Wilks regarding hiring a student to scan abstracts.

3. Webmaster Report – A. Read. Scholarship applications were completed entirely online and review of the application was also performed entirely online. Seemed very efficient and made the applications more consistent across the students. G. Mack reports that students indicated to him that they also liked the online application. Letters of recommendation were also done electronically with some issues with submittal, but generally good going forward. Students get a review of their application with hearts (reflecting overall review of the application) and dollar signs (reflecting how much money was allotted). Abstracts for the NMGS spring meeting were done entirely electronically with a few limited exceptions. The abstract volume was composed electronically and is available on the web. Putting the abstract volume together electronically is much improved. Some bugs were encountered, but are being worked out for the future.

**ACTION ITEM:** A. Reed to put together a help document for submittal of abstracts online.

Other web issue – the cost of the last SSL certificate was to be split between the Bureau of Geology and NMGS – did the Bureau get a check from NMGS? G. McLemore thinks probably not. Bureau wants to order a 2 year certificate soon; coming due in 2 weeks. SSL certificate is important for security (i.e., scholarship personal information, etc.). A. Read thinks cost is ~\$350 for both Bureau and NMGS. G. McLemore suggests we can pass a motion in the closed meeting to pay for the NMGS share.

**ACTION ITEM: A. Reed to discuss the SSL certificate with April Brunson.**

4. 2013 Fall Field Conference – K. Zeigler. Currently getting editors on board. Road logs being laid out, 8 tech papers in hand and 4 more are known to be coming. Almost no technical papers from AZ geological society. Have run trips with West TX geological society and have had better response. Discussion that it was worth the effort to bring AZ geological society into the process as a good learning experience. Budget handout for pre-meeting trip and conference provided. Convention center is in Flagstaff near lots of hotel choices. Entrance fee could be waived by the National Monument, but K. Zeigler feels we should pay the entrance fee. Received permission for BBQ on the rim of Meteor Crater. Schedule then calls for Winslow, AZ for the evening (~30 minutes away). Holbrook, AZ is next stop then south entrance to Petrified Forest (whole day) – access for off road sites granted. Banquet to be held at El Rancho on Friday night in Gallup for Route 66 theme. Day 3 will be drive to Grants, NM, then split trip: F. Goff – series of stops for basalt flows, San Mateo Canyon group by N. Dunbar and S. Kelley, Crumpler – hike across the Malpais. Question – when putting budget together \$300/person with built in contingency – are flaggers wrapped into the student fees? Executive Committee response – no, they are a separate budget issue. Discussion that 2 field trip leaders get free registration, Zeigler has 4 leaders. G. McLemore – might be worthwhile to make this a formal change, increase in the number of leaders. Discussion on how to accommodate. G. McLemore presents example that NMGS brought people in from Europe and couldn't pay their registration due to limited number of free leadership registrations. K. Zeigler to work flaggers into budget. N. Dunbar – number of leaders should be increased for future conferences. N. Dunbar - flaggers are cost shared, there were more flaggers than what was paid for (overlap); Highlands flaggers were a package deal, some were paid for by student scholarships and some were paid for by the conference directly. Highlands University currently possesses all the flagging gear. Final budget for fall conference is not needed until next meeting. G. Mack, \$300 range for registration is appropriate. K. Zeigler – costs shouldn't change too much. Question – are Connie Apache's expenses covered? K. Zeigler – yes, 2 nights for 2 people, 3 nights for support staff. 1 night in Gallup (drink truck support staff and banquet support staff). The publications truck/personnel won't leave NM because it is not economic. 2015 fall field conference will be arranged by Highlands University; formal proposal coming soon.

5. 2014 Fall Field Conference – G. McLemore. Sept. 24-27 are the firm dates. Day 1 description given: Sacramento Mountains above La Luz. Day 2 schedule discussed with leaders. Day 3 will be Oro Grande. Talked with S. Timmons about the guidebook, and things seem to be working out between her and Brigitte Felix Kludt. K. Zeigler – had a request from former senator Tim Jennings regarding the Pecos slope. Discussion that T. Jennings should talk to S. Timmons about formal plans, however the plan is currently fairly firm, probably not going to change to incorporate Jennings. G. McLemore said she's scoping a headquarters location. N. Dunbar – B. Felix Kludt/S. Timmons combo for editing is going well. Dr. Phillip Kyle indicated that he may want to do some editing for NMGS after he retires next year. N. Dunbar – he is a skilled editor, may keep him in mind for future editing needs like for special volumes. Timing on editing the guidebook is important and the option to bring in someone else for editing special volumes may solve some of the timing issues. P. Kyle has editing multiple books, knows the editing software. Can work with NMGS on editing the papers, but the managing editor to put the whole thing together is the key.
  
6. Handling of NMGS grant money – K. Zeigler. An issue brought up by Dr. Frank Ramos at NMSU that grant-in-aid checks were being handed to the student and they are spending the money on things other than what the checks were written for. Way to deal with this situation? An email was sent to the various universities – have a problem with this honor system? Should NMGS start figuring out alternative money handoffs? K. Zeigler – Highlands University puts the money in a special account where university admin can't access it. Students bring the cost for analysis and such to the department and the department pays out of that set-aside account. Responses to email inquiry – Highlands, NM State and Eastern all said they would prefer to find a way for the NMGS checks to be handled by the universities instead of handing the checks directly to the students. Discussion that 3 students recently applied for full funding even though they are graduating in May 2013; NMGS denied analytical costs, only provided thesis copying costs. Reason for denial was provided. One letter of reference cited concerns with a specific student. G. McLemore – NMGS accountant said that if grant money is donated to school then loss of control; can't separate to the students. It's a donation; cannot have strings attached. G. McLemore described a grant situation with a student that she was concerned about, but it can be worked out. Emphasized that students and advisors should work together on controlling the grant money. G. McLemore is an advocate for handing the money to the students and then relying on the advisors for management. N. Dunbar – lots of students, administering grants through the NM Tech Earth & Environmental Science (E&ES) department would not be easy; too hard to manage. G. McLemore – give grant money to the student and not to the school. If advisor and student don't have a good relationship and can't manage the funds, maybe advisor shouldn't write a letter of

reference; letter of reference expresses confidence in a student and if the student can't manage the money then maybe student shouldn't get the scholarship. Example given of a full scholarship being written to Tech for management previously and it disappeared; lesson learned by NMGS. K. Zeigler – all students and their advisors are notified of the grant money and advisor should be responsible. Discussion and agreement between NMGS EC members that NMGS should not be managing this. E&ES department is not willing to manage it at Tech, and this is supported by N. Dunbar. G. McLemore – not too concerned, but acknowledges there are students who absconded with the money. G. McLemore states, however, that it is not easy for a university to take money. N. Dunbar – most students use the money well, can't ensure that all will be used as budgeted. G. Mack – keep status quo, give money to the student, and leave it up to advisor and student to manage. M. Dowse – wondering about how this money is to be spent, they are research grants not scholarships. Should be clear that the money is a research grant.

**ACTION ITEM: A. Reed to edit the scholarship website to clearly identify that NMGS grant money is a research grant.**

M. Dowse, because of Federal Financial Assistance rules, there are problems on what a university can do with scholarships. M. Dowse, going through the university is hard, but using a university foundation might be easier. G. McLemore – tricky because NMGS has a lot of money as an organization. If NMGS is going to do it differently, recommends that NMGS should have a lawyer look into it. A. Read – another issue, funded mentorships - \$1,500 has been going to the department. G. McLemore – could write it directly to the student, keeps it consistent. 3 years ago was the first mentorship scholarship. Acknowledgement letter should have specific language to student, advisor and chairman so all are aware what they are responsible for. A. Read – next year, add a blank spot on the application for mentored students name? Can list as unknown for the application until it is known. If you apply for a mentorship, designate the student you will be working with within a certain timeframe. N. Dunbar – sending letters to the department chairs is good. They got sent around the whole department that students wrote a good proposal.

7. Update on Special Volume (Economic Geology) – G. McLemore. Uranium section written and reviewed, metals this summer, petroleum wrapping up, drafting of figures will need help from Bureau. Writing the coal section – G. Hoffman is a maybe, possible for the summer, may have to find a helper (ENMRD Coal Program may be a help here). Geothermal section – G. Mack spoke to J. Witcher. J. Witcher to write it, with F. Goff and S. Kelley has been the plan. Discussion on how to get the Geothermal section going. G. McLemore – all chapters are to be in by Oct. 1, then can review and have final by Nov. 1 – timing is critical if S. Timmons is going to put the special volume together since she will be up against the timelines for the NMGS Fall Field Conference guidebook. G. Mack –

any contingency plans? EMNRD is probably the contingency plan for coal with co-authorship with Hoffman possible (maybe her review of a draft). G. Mack suggestion on Geothermal is to have S. Kelley send a draft to J. Witcher and have J. Witcher mark it up. G. McLemore – this special volume needs to get in this fall or it will be another year before published. Timing on editing this special publication would be good for S. Timmons on this current schedule. Discussion to possibly split technical editing to P. Kyle and S. Timmons/B. Felix Kludt to do the final layout.

8. Spring Meeting Update – N. Dunbar. Program passed out to people. Almost 200 people pre-registered, which is more than NMGS has had in the past. Lots of new, 1<sup>st</sup> timers. Have tried to delegate lots of activities. Registration – Susie Ulbricht and C. Apache, 2 tables: 1 for pre-registered people and 1 for non-registered people. K. Zeigler to help with registration. Welcome starts at 8 am. A. Brunson is handling publications, A. Reed helping to get talks going on laptops, M. Dowse helping with posters. Snacks – ordered 210 continental breakfasts. Lunch on your own. List of restaurants in package, and they've been warned and have staffed up. Special session history of Rio Grande, starts 9:30 am. Hydrology before that at 8:45 am. Poster break 10:00-10:30 am, back to talks, paleontology is parallel to the special session. Then business meeting at 1:15 pm in the upper lobby. 1:30 pm is awards ceremony and keynote address. G. McLemore to do award presentations, recommend lumping the universities together, then reading authors name and proposal. Kottlowski award is separate. No checks handed out except for Kottlowski award. G. Mack to provide backup with K. Zeigler if G. McLemore can't be there (family issue). Peggy Johnson to introduce F. Phillips, and April to have lots of his book for sale at the publications booth. 28 talks, 30 posters. Bar open with 1 free drink starting at 3 pm. Costs are relatively fixed \$4,700+, with probably \$6k in registration. Registrations: 120 professional, 70+ students. Students are free and have little reason to pre-register. C. Apache made a big effort to get as many students as possible to register. Good response, but could be better. Considering a \$10 fee to students who don't pre-register; behavior modification, should take responsibility and would greatly assist with planning. Keynote gift – wine certificate for \$100. Timer and laser pointer acquired for each room, NMGS should buy them and store them – N. Dunbar bought them. There is a problem with the abstract volume – the MS Word version got misprinted, too late to do anything about it. Parallel sessions don't show up as parallel. N. Dunbar printed out a better formatted schedule as a handout if people want it. Also some abstracts break weird across pages. Send PDF from now on to printing and send a paper copy. G. Mack – total amount given out as research grants? NMGS gave \$7,500 to undergraduate students and \$29,700 to graduate students.