

2018 AIPG MN Annual Meeting

December 18th, 2018

Attendees: Steph Theriault, Ryan Mathieu, Ryan Shafer, Sara Nelson, Lauren Larkin, Keith Rapp, Bruce Johnson, Jeff Neisse, Mike Hultgren, Curt Hudak, Kelton Barr, Shanna Schmitt, Paula Berger, Kate Kleiter, Adam Krieger, Nathan Gruman, Jason Gelling, Christina Morrison, Jake Dalbec, Dylan Young

- 1) Call to order
 - a. Meeting Called to order at 11:46 on 12/18/2018
 - b. Enough voting members for a quorum
- 2) Review and Approval of 2016/2017 Meeting Minutes
 - a. Tabled until later in the meeting
 - b. Motion to approve the meeting minutes passed
- 3) Election Results
 - a. Summary of Results (31 Ballots Cast)
 - i. President Elect – Ryan Mathieu
 - ii. Vice President – Jason Gelling
 - iii. Secretary – Christina Morrison
 - iv. Treasurer – Jeff Neisse
- 4) Officer and Committee Reports (See attachment unless noted)
 - a. President
 - b. Vice President
 - c. Secretary/Treasurer
 - d. Past President → No Report
 - e. President Elect/St Thomas Chair
 - f. Sponsorship Chair
 - g. Nominating/Newsletter/Student Resume Review Chair
 - h. Student Grant Committee Chair
 - i. Michael Murphy is the winner from Macalester
 - ii. Poor turnout of applicants
 1. Only 2 applied
 2. Why?
 - i. Fundraising Chair
 - j. Education Committee Chair → No Report
 - k. UMN Student Chapter Chair
 - l. State Mapping Advisory Committee
 - m. Update on AELSLAGID
- 5) General Orders and Section Business
 - a. Annual Donation to the MCMRE/MMEW Mineral Hardness Kits
 - i. Motion to approve \$1000 or 75 mineral kits passed
 - b. Annual Donation of \$250 to the AIPG Section Sponsoring the Annual Meeting in Vermont
 - i. Motion to approve the donation of \$250 passed
 - c. Ordering TPG Issues

- i. Motion to approve \$250 for the allocation of student TPG Issues passed
 - d. Professional Certification Sponsorship for the U of M
 - i. Motion to approve \$200 per student up to \$2000 to donate to the U of M for Standards and Practices for Professional Geoscientists passed
 - e. 2018 Student Grant
 - i. Motion to approve \$1000 for the Student Grant passed
 - f. Suggested appointments
 - i. Executive Committee Director 1 – Steph Theriault
 - ii. Executive Committee Director 2 - **TBD**
 - iii. Executive Committee Director 4 – Nathan Gruman
 - iv. Executive Committee Director 6 – Ryan Shafer
 - v. Webmaster – Shanna Schmitt
 - 1. Assistant Webmaster – Ryan Shafer
 - vi. Education Chair – Kate Kleiter
 - vii. Fundraiser Chair – Curt Hudak
 - viii. Student Grant Committee – Bruce Johnson
 - ix. 2019 Section of AIPG Social Committee – Shanna Schmitt, Steph Theriault
 - x. 2019 AIPG Golf Fundraiser – Curt Hudak
 - xi. Social Hour Organizer – Kelsi Ustipak
 - xii. Others?
- 6) New Business/Open Discussion
 - a. Ethics Training – New Approach?
 - i. Tabled
 - b. Others?
- 7) Adjournment
 - a. Motion to adjourn the meeting passed at 1:36 on 12/18/18



MINNESOTA SECTION

The American Institute of Professional Geologists

Officer/Committee Annual Report

Name: Stephanie Theriault

Date: December 18, 2018

Position: President

2018 Accomplishments/Activities/Duties:

- Attended SME National conference in Minneapolis February 25-28, 2018;
- Helped plan the Golf Scramble and Fundraiser with the team;
- Held four Executive Committee Meetings: February, April, June, and October;
- Prepared speaker flyers for luncheons;
- Replaced non-participatory executive committee members;
- Encouraged new participation in committee chair membership and representatives;
- Met with Jeni McDermott to discuss UST creating a course-based MS program (with Kelton Barr, Shanna Schmitt, and Sara Nelson); and
- Participated in a career panel discussion (with Kelton Barr, Shanna Schmitt, Sara Nelson, and Keith Rapp).

Summary of Significant Expenses/Income:

None.

Problems/Issues:

- Always need more student participation.
- Better coordination with other likeminded groups (SME, MGWA, AWG, etc) to avoid HH and meeting overlaps

Suggestions for Improvement:

- I encourage the incoming president (Sara) to try to more often involve the members of the Executive Committee and Committee Chairs to participate in Executive Committee meetings and provide items for the agenda (I could have done a better job of reaching out to the ExComm/Committee Chairs).
- Figure out how better to reach students – perhaps that means more face time in the departments.
- Dessert sponsorship at luncheons?
- Field trip and/or co-host conference for revenue?
- Online ethics training?
- Host one meeting per year in Duluth or Rochester to support out-state AIPG members?
- Spring Social venue / speaker – perhaps this should be a committee established in Fall with set budget?



MINNESOTA SECTION

The American Institute of Professional Geologists

Name: Lauren Larkin

Date: December 18, 2018

Position: Vice President

2018 Accomplishments/Activities/Duties:

Renewed contract with the Radisson for monthly luncheons from September 2018 through May 2019 and scheduled luncheon speakers for this time.

Summary of Significant Expenses/Income:

I believe the expenses and income for the monthly luncheons was within the normal range.

Problems/Issues:

Our long-time point of contact at the Radisson left, so we've been dealing with someone new as well as some restructuring there, so there has been a little extra time needed to reestablish relationships, remind them of our contract, and what we need from them.

Suggestions for Improvement:

The next VP should work closely with the treasurer to make sure that they have a copy of the contract so they know the correct amount we should be billed and to make sure the Radisson bills are signed off on. If there is a billing issue, the Radisson typically contacts the VP, as they are the main point of contact otherwise. They may also want to coordinate with the treasurer to negotiate and spell out some of the additional fees (AV fees, etc.) the Radisson charges us in the next contract.



MINNESOTA SECTION

The American Institute of Professional Geologists

Name: Adam Krieger
Date: December 18, 2018
Position: Secretary/Treasurer

2018 Accomplishments/Activities/Duties:

Significant Events for 2018 were a very successful Golf Outing, as well as successful Spring Social AIPG MN and Student Social Hours. We again sponsored a U of M class to help students who are not seeking a Master's Degree to be better prepared for the professional world with HAZWOPER training. We continued the Student Grant for the MN Section in 2018, but it was not paid out as the selection has not been made as of 12/11/18. Last, we continued to host free lunches to students who attend our monthly meetings but the number were less than 2017. Once the scholarship is paid we will have made \$62.35 (Less the cost of lunch at the annual meeting).

Summary of Significant Expenses/Income:

The largest expense was the meeting venue. Other significant expenses which were the golf outing (which generated over \$4,600 in revenue), web fees, social hours and donations to the U of M and mineral kits. Significant income was generated from the Golf Outing and dues from National. The Spring Social and Monthly meetings were essentially a break even.

Problems/Issues:

Handing over the files and changing the accounts to the new treasurer will need to occur. I am missing the February sign in sheets as I was not able to make that meeting with the birth of my son, and they were lost in the shuffling. Thank you to all who helped!

Suggestions for Improvement:

Splitting the positions for 2019 and beyond will be good, as this role has needs outside the meetings.

AIPG MN Section - 2017 Yearly Finances

2018 Summary by Adam Krieger

Check #	Date	Transaction Description	Payment	Deposit	Verified with Bank Statement	Balance	Comment
	1/3/2018	PayPal Fee	(30.00)			\$4,976.23	Balance from 12/31/2017;
266	1/3/2018	Check - Shanna	(256.94)			\$4,946.23	
	1/11/2017	Raddisson Invoice	(1,013.30)			\$3,675.99	Student HH and AIPG annual Luncheon
	1/17/2018	StarChapter Fee	(100.00)			\$3,575.99	
	2/5/2018	PayPal Fee	(30.00)			\$3,545.99	
	2/6/2018	PayPal Deposit		2,296.59		\$5,842.58	Jan+Feb Deposit
	2/9/2018	Feb Cash/Check Depoist		194.00		\$6,036.58	
	2/14/2018	Raddisson Invoice	(987.65)			\$5,048.93	
	2/20/2018	StarChapter Fee	(100.00)			\$4,948.93	
	3/5/2018	Pay Pal Fee	(30.00)			\$4,918.93	
	3/6/2018	PayPal Deposit		1,742.78		\$6,661.71	
	3/8/2018	Raddisson Invoice	(2,525.69)			\$4,136.02	
267	3/8/2018	Check - Karl Everette	(305.55)			\$3,830.47	Mileage
	3/14/2018	Donation to National	(120.00)			\$3,710.47	
	3/19/2018	StarChapter Fee	(100.00)			\$3,610.47	
	3/28/2018	Cash/Check Deposit		102.00		\$3,712.47	
	3/28/2018	Cash/Check Deposit		932.00		\$4,644.47	
	4/3/2018	Enchanted Rock Garden	(129.77)			\$4,514.70	
	4/4/2018	Pay Pal Fee	(30.00)			\$4,484.70	
268	4/4/2018	Check - Shanna	(68.48)			\$4,416.22	Laser Pointer
269	4/4/2018	Check - Shanna	(393.60)			\$4,022.62	Apps for Republic and Lake Monster
	4/9/2018	Raddisson Invoice	(1,820.66)			\$2,201.96	
	4/17/2018	StarChapter Fee	(100.00)			\$2,101.96	
270	4/19/2018	Check - Little Oven	(651.08)			\$1,450.88	Spring Social
	4/19/2018	PayPal Deposit		1,791.90		\$3,242.78	
	5/2/2018	May Cash/Check Deposit		454.00		\$3,696.78	
	5/3/2018	Raddisson Invoice	(760.21)			\$2,936.57	
	5/3/2018	Pay Pal Fee	(30.00)			\$2,906.57	
	5/17/2018	StarChapter Fee	(100.00)			\$2,806.57	
	5/25/2018	AIPG National Dues		4,056.25		\$6,862.82	Dues From National
272	6/5/2018	Check - U of M Sponsorship	(2,000.00)			\$4,862.82	271 was voided
	6/6/2018	Pay Pal Fee	(30.00)			\$4,832.82	
	6/18/2018	StarChapter Fee	(100.00)			\$4,732.82	
	7/3/2018	Pay Pal Deposit	(30.00)			\$4,702.82	
	7/17/2018	StarChapter Fee	(100.00)			\$4,602.82	
	7/31/2018	PayPal Deposit		4,829.20		\$9,432.02	Deposit From Golf Outing
	8/6/2018	PayPal Fee	(30.00)			\$9,402.02	
273	8/7/2018	Check - IVI Geosource	(908.98)			\$8,493.04	Mineral Kits
	8/8/2018	PayPal Deposit		4,600.24		\$13,093.28	Deposit From Golf Outing
	8/10/2018	Cash/Check Deposit		525.00		\$13,618.28	Deposit From Golf Outing
	8/17/2017	StarChapter Fee	(100.00)			\$13,518.28	
	8/20/2018	Prestwick Golf Course	(5,291.83)			\$8,226.45	Prestwick Golf Fee
274	9/4/2018	Raddisson Invoice	(944.47)			\$7,281.98	
	9/7/2018	PayPal Deposit		532.96		\$7,814.94	
	9/17/2028	StarChapter Fee	(124.95)			\$7,689.99	
	9/18/2018	Cash/Check Deposit		119.00		\$7,808.99	
275	9/19/2018	Shanna Schmitt	(383.44)			\$7,425.55	National Meeting Reimbursement
	10/2/2018	PayPal Deposit		228.21		\$7,653.76	
	10/5/2018	PayPal Fee	(60.00)			\$7,593.76	Sept and Oct
	10/17/2028	StarChapter Fee	(100.00)			\$7,493.76	
	11/5/2018	PayPal Fee	(30.00)			\$7,463.76	
	11/6/2018	PayPal Deposit		740.93		\$8,204.69	

	11/7/2018	Cash/Check Deposit		225.00		\$8,429.69	
	11/8/2018	Raddisson Invoice	(1,221.50)			\$7,208.19	October Meeting Invoice
277	11/13/2018	Shanna Schmitt	(383.44)			\$6,824.75	(\$293.49; \$248.44 for Apps for HH and \$45.05 for Minerals)
	11/19/2018	StarChapter Fee	(100.00)			\$6,724.75	
	12/4/2018	Office Depot	(19.85)			\$6,704.90	Name Tags
	12/4/2018	Pay Pal Fee	(30.00)			\$6,674.90	
	12/5/2018	PayPal Deposit		531.47		\$7,206.37	
	12/6/2018	Raddisson Invoice	(760.22)			\$6,446.15	
	12/11/2018	Cash/Check Deposit		77.00		\$6,523.15	
278	?	Check to Shanna	(84.57)			\$6,438.58	Combined with Check from 11/13/18
	12/17/2018	StarChapter Fee	(100.00)			\$6,338.58	
	12/18/2018	Check for Annual Meeting Lunch				\$6,338.58	
Totals			(\$22,616.18)	\$23,978.53	\$1,362.35		

Use the information below to fill out the Income & Expenses form for HQ Taxes

Expenses

Radisson expenses	(\$10,033.70)	
Golf Fundraiser expenses	(\$5,291.83)	
Spring Social expenses	(\$651.08)	
Excomm Mtgs/HH/etc.	(\$898.98)	
Scholarship		
U of M Class Sponsorship/Donation	(\$2,000.00)	
Awards	(\$174.52)	
Mineral Specimens	(\$174.82)	
Web Fee's	(\$1,584.95)	
Bank Fees	\$0.00	
Donations (meetings)	(\$120.00)	
Speaker Expenses	(\$305.55)	
Donations (mineral kits)	(\$908.98)	
AIPG National Sponsorship	\$0.00	
AIPG Annual Meeting Travel	(\$383.44)	
Office General (incl projector)	(\$88.33)	
Total Expenses	(\$22,616.18)	

Income

Luncheons	\$9,967.84	(65.86)
Spring Social		
AIPG/SME Conference		
Golf Fundraiser	\$9,954.44	4,662.61
National Dues	\$4,056.25	
Sponsorship		
Scholarship Reimbursement from National		
Total Income	\$23,978.53	

Assets

1 Year CD	\$5,030.09	
CD Interest in 2017	\$5.03	
Balance in Checking	\$6,338.58	
Petty Cash for Change	\$100.00	
Total Assets	\$11,468.67	



MINNESOTA SECTION

The American Institute of Professional Geologists

Name: Sara Nelson
Date: December 18, 2018
Position: President-Elect
UST Student Chapter Sponsor

2018 Accomplishments/Activities/Duties:

- March 5, 2018 – Met with Jeni McDermott to discuss UST creating a course-based MS program (Kelton Barr, Shanna Schmitt, Steph Theriault, and myself in attendance)
- September 8, 2018 - Created a letter of support per Jeni McDermott's request. Jeni has applied for tenure at UST (Shanna Schmitt, Steph Theriault, and myself)
- November 20, 2018 – Career panel discussion (Kelton Barr, Shanna Schmitt, Steph Theriault, Keith Rapp and myself in attendance)

Summary of Significant Expenses/Income:

None.

Problems/Issues:

Participation [in UST Student Chapter] has been down to due lower enrollment into the geosciences.

Suggestions for Improvement:

I have no suggestions but I'm willing to hear any suggestions anyone might have!



MINNESOTA SECTION

The American Institute of Professional Geologists

Name: Paula Berger
Date: December 18, 2018
Position: Sponsorship Committee

2018 Accomplishments/Activities/Duties:

- Continued sponsorship program with annual sponsorships rather than individual meeting sponsors.
- Solicited 9 corporate sponsors for the 2018 calendar year (down from 11 in 2017).
- Obtained commitment for 2 sponsorships for 2019 to date.

Summary of Significant Expenses/Income:

- No expenses.
- Income of \$250/sponsor.

Problems/Issues:

- The number of sponsorships may decrease as consulting firms consolidate and competition from other sponsor requests increase (including MN AIPG sponsor requests for spring social and golf tournament).
- May need to increase the number of sponsorships to offset likely increases in meeting costs.

Suggestions for Improvement:

- Increase sponsor solicitation in December and January each year.
- Direct mail solicitations of possible vendors rather than blanket emails to mailing list. Target more environmental service companies (i.e. labs, drilling firms, remediation service providers). Need to do this through the web site so that the solicitation does not appear to be coming from an individual or company.
- Expand sponsorship to include Spring Social by beginning planning of the social earlier.



MINNESOTA SECTION

The American Institute of Professional Geologists

Officer/Committee Annual Report

Name: Fundraising Annual Report

Date: December 18, 2018

Position: Fundraiser Chair

2018 Accomplishments/Activities/Duties: The AIPG Minnesota Section held its 2018 annual golf fundraiser on August 2nd at Prestwick Golf Course in Woodbury, MN. Forty-eight (48) golfers attended this year, which is up from 46 golfers in 2017. We have witnessed a steady upward trend in the number of golfers each year since 2014 (see Table 1 below). In addition, 14 non-golfers attended the auction/dinner after the golf event at T. Morris Pub & Grill, which is up from 7 non-golfers in 2017. This year's non-golfer attendance took a jump up from our more typically witnessed audience that ranged from 5 to 8 non-golfers in the past four years. Eight of the 14 non-golfers were auction item winners, 7 were donors, indicating that the non-golfer attendees are active participants. All people combined, this year's event saw our largest attendee numbers since we reinitiated the golf fundraiser in 2014. Diners increased from 53 in 2017 to 62 in 2018.

Table 1

Year	2018	2017	2016	2015	2014
Golfers	48	46	44	42	38
Non-Golfers	14	7	5	8	5
Total Diners	62	53	49	50	43

The 2018 golf fundraiser witnessed a significant spike in time and effort by many volunteers to bring in more auction items and specifically more higher priced live auction items. The two largest auction income amounts were \$500 for a mineral specimen donated by Rob Bergmann from Big Rock Exploration, and \$300 for a foursome of golf at Prestwick Golf Course donated by our hosts at Prestwick.

Summary of Significant Expenses/Income

Table 2 below summarizes the net income and expenses.

Table 2

Profit Calculation	
Income =	\$10,111.00
Expenses =	\$5,566.84
Net Income =	\$4,544.16

Prestwick Golf Course continues to be an excellent host, is very organized, and has charged us a bargain rate of \$57/golfer for one of the higher rated golf courses in the Twin Cities area. Prestwick accidentally charged us last year's rate of \$57/golfer for the 2018 instead of our contracted rate of \$58/golfer. They caught their own mistake after sending us the invoice, and kept the rate the same as 2017. T. Morris Pub catering prices did rise this year because their costs of wholesale food increased by ~20%. T. Morris worked with us to customize a menu to keep the costs at \$21.00 per plate, which was a 10% increase from the \$19.00/plate price in 2017.



MINNESOTA SECTION

The American Institute of Professional Geologists

Table 3 summarizes the upward trend of both expenses and net profit for the golf fundraiser.

Table 3

Year	2018	2017	2016	2015	2014
Total Income	\$10,111.00	\$8,540.00	\$8,198.00	\$7,890.00	\$6,195.00
Eagle Card Income*	\$1,000.00	\$975.00	\$660.00	\$860.00	\$700.00
Silent Auction Income	\$1,631.00	\$1,195.00	\$1,104.00	\$1,280.00	\$690.00
Live Auction	\$850.00	\$345.00	0	\$200.00	n/a
Total Expenses	\$5,566.84	\$4,653.29	\$5,181.70	\$3,959.31	\$3,855.79
Net Income	\$4,544.16	\$3,886.71	\$3,016.30	\$3,930.69	\$2,339.21

*(increased Eagle Card from \$20 to \$25 in 2017)

Note that our bottom line net income increased by \$657.45 over the net income of 2017. The \$4,544.16 net income is our Section's largest income event since we reinitiated the golf fundraiser in 2014. Several lessons learned have helped to make this event ever increasingly profitable. Namely, we stopped reimbursing people for goods being purchased for the purpose of auctioning off or as Eagle Card door prizes. The only prizes still being purchased are for Team Prizes, and these are purchased from Prestwick, which in turn helps to keep our green fees down. Secondly, we increased the price of an Eagle Card from \$20 to \$25 in 2017. This year's Eagle Card income brought us \$1000, an increase of only \$25 over the 2017 Eagle Card \$975 revenue, but to date these past two years have been our largest Eagle Card revenue years of all time. The Eagle Card revenue drops right to our bottom line. Lastly, we brought back more live auction items, which tend to bring in higher bids. Our live auction items tallied \$850 in 2018, compared to only \$345 in 2017, and \$0.00 in 2016 (see Problems/Issues paragraph below).

With this increase in attendees comes an increase in associated costs (i.e., additional green fees, additional and more expensive dinners). We also raised the values of the 5th and 10th place teams' Prestwick Gift cards to match the 1st Place Team's value of \$40/gift card or \$160/team. We did this to spread the "winnings" more evenly across all skill levels, which promotes optimism and hopefully a willingness to return next year. Our costs went up from \$4,653.29 in 2017 to \$5,566.84 in 2018. This is an increase of \$913.55 in expenses for two additional golfers, 7 additional diners, two additional lunch snacks, an increase in all 62 meal costs, and an increase in the 5th and 10th place team gift cards.

Eighteen door prizes were distributed to 18 Eagle Card holders including one Titleist Vokey wedge (\$150), two family portrait sittings (worth up to \$200 each), various restaurant and brewery gift cards, and company marketing collateral. This means that approximately 40% of the golfers left with a prize of some sort.

Problems/Issues:

We had one live auction item (4-some at Clifton Hollow Golf Course) winning bid at \$200, but the winner never stopped by to pick up the prize and pay. We made several attempts at trying to locate the winner with no success. One of our volunteers ended up purchasing the gift card for \$50, which would have expired in 2018. Our live auction tally should have been \$1000.00 and not \$850.00 as was later deposited. The extra \$150 that was not collected would have put our net income at approximately \$4,844.83 depending upon how the payment was collected from the bidder.

The non-golfer numbers have picked up considerably, and this means more people are not in the running for the Eagle Card door prizes. Fourteen people were not eligible for the door prizes. Does this represent a lost revenue opportunity?



MINNESOTA SECTION

The American Institute of Professional Geologists

Suggestions for Improvement:

Perhaps our fundraising committee could meet to decide if a door prize card could be purchased for a different price by the non-golfers. The door prizes might need to change slightly, although this year few door prizes were golf related.

We need to have one of our volunteers write down the names of the live auction winners.

Summary:

We have been attempting to achieve a net income (profit) of approximately \$100/golfer since we reinitiated the golf fundraiser in 2014. Our net income on a per golfer basis was \$94.67 in 2018, and is our best ratio since we reinitiated the golf fundraiser in 2014. The year 2015 had the next closest income/golfer ratio at \$93.59/golfer. The other years were well below \$80/golfer. We have a lot to cheer about. Our golf fundraising effort was also able to secure a large Moroccan ammonoid specimen from Audrey Van Cleave for another live auction at our spring fling. This specimen could fetch up to \$1000. We could start the auction for the ammonoid specimen on our web site, or bring it to one or two of our monthly meetings as a teaser to start the bidding.



MINNESOTA SECTION

The American Institute of Professional Geologists

Name: Shanna Schmitt

Date: December 18, 2018

Position: Nominating Committee
Newsletter Committee
Student Resume Review Committee
Webmaster

2018 Accomplishments/Activities/Duties:

- Attended a public hearing for The Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and Interior Design (AELSLAGID) Rule Package R-04374 on Wednesday, January 17, 2018 with Keith Rapp, Bruce Johnson, and Jake Dalbec. Also wrote and published the announcements for the website
- Got an ethics speaker for March 6, 2018. 2 hours.
- Helped Nathan work with the U of MN –Twin Cities campus to form a student chapter.
- Renewed The TPG subscriptions for our 10 colleges/universities with 4 year geoscience programs.
- Helped staff the AIPG National booth at the SME conference in Minneapolis February 25-28.
- Coordinated 10 resume reviews in February for the U of MN course with the Student Support Committee members.
- Ordered new laser pointer/slide controller for the section.
- Planned the Spring Social, Exploring the tectonic and climatic drivers in Surna valley, southwestern Norway! by Dr. Jeni McDermott for April 18 at the Little Oven in St. Paul.
- Prepared announcement for the ILSG conference.
- Prepared announcements for the MAPSS Summer Tour and Winter Conference/Meeting events.
- Organized the Student/Professional Social Hour with SME on April 5 at Lake Monster; with AWG on March 8 at the Republic (targeting U of MN students); and with AWG, and Legend Technical Services as the sponsor, on October 10 at Town Hall Brewery.
- Sent announcement about the AIPG Wisconsin Section's Technology Options for Groundwater Monitoring Programs on 2/23/2018.
- Helped plan the Golf Scramble and Fundraiser with the team.
- Transitioned from Assistant Webmaster to Webmaster over the summer. We had 33 job postings and 19 announcements. We send luncheon announcements 1, 7, 14, 21, and sometimes 28 days before each luncheon. Similar for the spring social, golf fundraiser, and executive committee meetings.
- Coordinated the first Section newsletter since 2016 with Carissa Prekker from Legend Technical Services in November. Tom Clark has volunteered to help out on the next one.
- Found candidates to run for 2019 Section officers!
- Attended 1 career panel for UST on November 20.
- Reviewed student grant applications with team.

Summary of Significant Expenses/Income:

None.

Problems/Issues:

Not many student resume reviews. I've noticed other organizations do this too, so that may explain the downturn. Also, no other colleges/universities took me up on a career panel. I'll be emailing them again this week to set stuff up for next semester. UST and U of MN will ask us as needed.

Suggestions for Improvement:



MINNESOTA SECTION

The American Institute of Professional Geologists

- The Town Hall Brewery worked really well because we reserved the back room and they kept the music off. I'd suggest trying it again with tons of notice and maybe structuring it more & make people move around.
- If we want to keep the newsletter going, I'd like people to send in ideas.
- Can we try to organize a field trip next year? In conjunction with MRGS or MGWA?
- Any ideas for the Spring Social? We talked about doing it in June in 2019. We may get some students and it's hard to do 2 events in April (3 events if we do a social hour).



MINNESOTA SECTION

The American Institute of Professional Geologists

Name: Bruce Johnson
Date: December 18, 2018
Position: Student Grant Committee

2018 Accomplishments/Activities/Duties:

- March and April: Completed the initial emails issuing the 2018 Student Grant to students in their junior year.
- April and May: Received several responses and provided more information.
- May: sent out reminders that we were awaiting applications from each individual school and that the deadline was moved to June.
- September: there was one complete application from Macalester and one incomplete application from Winona. Contacted the Winona applicant about missing Peer Review and he indicated that he could not get a hold of her and wanted to change the Peer Review. I indicated that would be fine and get the Peer to provide the review in 30 days.
- October: received the Peer review for the Winona applicant and requested assistance from the review panel.
- November: the grant recipient was selected by the review panel as Michael Murphy from Macalester.
- December: approval of the recipient is being requested by the committee chair to the Executive Board so notification to the student applicants can be made prior to the end of 2018.

Summary of Significant Expenses/Income:

The grant review panel would like to request the award of \$1,000 to Michael Murphy from Macalester.

Problems/Issues:

Two complete applications were submitted out of 10 requests. This is not a normal year, but it has happened before.

Suggestions for Improvement:

Open for suggestions of how to get more participation or open to a new coordinator with a different approach.



MINNESOTA SECTION

The American Institute of Professional Geologists

Name: Nathan Gruman
Date: December 18, 2018
Position: UMN Student Chapter Sponsor

2018 Accomplishments/Activities/Duties:

University of MN – Twin Cities has officially become a student chapter of AIPG (November 2018). The Chapter Liaison is Josh Feinberg (UMN) and the student leadership (President, VP, Treasurer, Secretary) change on an annual basis.

Primary duties are engaging with Josh and finding ways to leverage the relationship for the benefit of the students, the University (department), and the Section.

Summary of Significant Expenses/Income:

Student subscription to TPG. Costs associated with that? Otherwise – time.

Problems/Issues:

Connecting with University can sometimes be a challenge. New student leadership on an annual basis will require visits at least annually, if not more frequently.

Suggestions for Improvement:

- Work with Josh to find a schedule that would work to get together with him to find out what's going on at the U of MN and where the Section or local geologists can play a role in the development of future geologists.
 - Use this to schedule visits to the student chapter meetings so that they can have a representative that they become more comfortable with in asking questions, etc.
 - Have annual recurring event to be at first UMN student chapter meeting to meet leadership, get name, provide names to AIPG-National, get students registered, and to let them know there are local resources at a professional level for them.
- Setup a student chapter email to send relevant announcements to local student chapters (president and liaison)?
- Find out what other sections (i.e. Georgia) do to create engagement with student chapters



MINNESOTA SECTION

The American Institute of Professional Geologists

Name: Damon Powers
Date: December 18, 2018
Position: State Mapping Advisory Committee

2018 Accomplishments/Activities/Duties:

Membership Roster:

Stepped away from chair.

Screening:

Stepped away from chair.

State Mapping and Advisory Committee (SMAC):

The committee met in October 2018 to consider MGS mapping projects for the 2019 season. After reviewing the funding sources goals, legislative directives and MGS staffing parameters, the following mapping projects were approved:

1. Bedrock Geologic Map of Lake County Northeast Minnesota (1:100,000);
2. Bedrock Geologic Map of Tait Lake 7.5' Quadrangle (1:24,000);
3. Bedrock Geologic Map of Lincoln and Pipestone Counties, Southwest Minnesota (1:100,000); and,
4. Surficial Geologic Map of Pennington County (1:100,000).

Summary of Significant Expenses/Income:

n/a

Problems/Issues:

n/a

Suggestions for Improvement:

n/a



MINNESOTA SECTION

The American Institute of Professional Geologists

Current AIPG Executive Committee	
President, 2018	Steph Theriault
President-Elect, 2018	Sara Nelson
Vice President, 2018	Lauren Larkin
Secretary-Treasurer, 2017-2018	Adam Krieger
Executive Committee Person 1 (Director), 2018	Ryan Mathieu
Executive Committee Person 2 (Director), 2017-2018	Paula Berger
Executive Committee Person 3 (Director), 2018-2019	Jake Dalbec
Executive Committee Person 4 (Director), 2017-2018	Nathan Gruman
Executive Committee Person 5 (Director), 2017-2019	Curtis Hudak
Executive Committee Person 6 (Director), 2017-2018	Ryan Schaefer

2018 Committee Chairs and Appointed Positions & Representatives (Appointed positions are non-voting positions)	
Screening Committee	Katheryn Kleiter, Chair; Mike Hultgren; Nathan Gruman
Nominating Committee	<i>Appointed by President by September 1st.</i> Shanna Schmitt; Paul Putzier; Ryan Schaefer
Regulation & Legislative Committee	Bruce Johnson, Chair
Membership Committee	Kelsi Ustipak, Chair
Sponsorship Committee	Paula Berger, Chair ; Adam Krieger
Newsletter Committee	Shanna Schmitt, Chair ; Carissa Prekker; Tom Clark
Fundraising Committee	Curt Hudak, Chair ; Paula Berger; Jake Dalbec; Bruce Johnson; Adam Krieger; Ryan Mathieu; Ryan Schaefer; Shanna Schmitt; Steph Theriault
Education Committee	Ryan Mathieu, Chair
Student Grant Committee	Bruce Johnson, Chair ; Keith Rapp; Jake Dalbec; Jim Simonet; Damon Powers; Shanna Schmitt
Student Resume Review Committee	Shanna Schmitt, Chair ; Dan Hunter; Jane Willard; Nathan Gruman; Tonia O'Brien; Paul Putzier; Kate Kleiter; Johnny Swiecichowski
UST Student Chapter Sponsor	Sara Nelson
UMN Student Chapter Sponsor	Nathan Gruman
Webmaster	Shanna Schmitt
Field Trips Committee	Bruce Jonson, Chair
State Mapping Advisory Committee, AIPG Member	Damon Powers
AELSLAGID Joint Practice Committee, AIPG Member	Bruce Johnson
Social Hour Committee	Kelsi Ustipak and Shanna Schmitt
Others:	
AELSLAGID Board Member, Geology	Keith Rapp (not appointed by AIPG MN, nominated from licensed Minnesota Professional Geologists)
ASBOG Board	Bruce Johnson (not appointed by AIPG MN)

*Please note that individuals who have **bolded** positions should complete an Officer/Annual Report. If the entire committee is listed, then the Chair should prepare the report.

**ESCI 5805
Spring 2019**

**Standards and Practices for Professional Geoscientists
Syllabus**

Time: Mondays, Wednesdays 10:10 – 11:00 AM

Instructor: Josh Feinberg, feinberg@umn.edu, 651-500-5839

Office Hours: Thursdays, 10 AM to noon, Room 239 Tate Hall or by appointment

Prerequisites: Students should be in the last year of their major or recently graduated.

Credits: 3 cr.

Course Description:

This course is meant to provide training in standards and practices regularly used by Geoscience professionals in industry and agency and is targeted for both upper level undergraduates and graduate students. Aspects of the course include:

- Preparation and guidance for the National Association of State Boards of Geology (ASBOG) Fundamentals of Geology (FG) exam. This exam is a required step on the way to becoming a registered geologist. The exam is offered in mid-March, and the expectation is that students participating in the class will take it.
- Coordination and completion of the 40 hour HAZWOPER training through UMN.
- Detailed review of regional stratigraphy, bedrock and glacial geology and how they relate to various industrial applications and environmental issues.
- Review of state and federal environmental regulations, as well as the phases of environmental impact statements.
- Review of fundamental investigation techniques (GeoProbe drilling, hollow-stem auger drilling, well installation, analytical testing – soil, groundwater, air).
- Survey of environmental clean-up grants.
- Invited lectures from select representatives of various subfields and professional organizations (groundwater & contaminant hydrogeology, mining & geophysical exploration, environmental engineering, petroleum) to give students a jumpstart in their professional networking.

Attendance: This class meets twice a week for a total of 2 hours, and also includes a 40 hour training program to meet federally mandated HAZWOPER safety training. If a class must be missed due to illness or other legitimate excuse, please let me know immediately and arrangements for making up the class will be made.

Course Requirements and Grading Protocol:

Individual Practice Test Reporting via email (five times)	50
Curriculum Vitae Preparation and External Review by MN-AIPG	20
Networking experience	10
Exam	10
Participation and discretionary points	10
Total	100

Students are welcome to inquire about their progress in the course and grade at any time.

A schedule is attached on the last page of this syllabus. Please note, that we may not follow it exactly, so please be flexible. I will keep you informed of all changes in topics and reading assignments, and will update the class webpage with this information.

Assignment submission and regrading: Individual assignments will be due on the day and time of your class meeting. Unless otherwise noted, assignments will be submitted via email. So, be sure to have your

assignment submitted before you go to class. Assignments will be returned in class or via email or Moodle upload. Requests for regrading must be made within one week of the return of an assignment.

Assignment files: To me track your assignment, please use your first initial and last name in the file name for your CVs. For example, "JFeinberg_CV.pdf"

Use of Electronic Devices: Use of cell phones and computers in class is allowed only when they are required to complete an activity or assignment as indicated by the instructor. Otherwise, electronics can be disruptive, and so, if anyone's phone rings during class, that person will automatically be expected to provide donuts for everyone at the next class.

Accommodations, Classroom Conduct, Student Code of Conduct, Equity and Diversity

This course adopts the university policies regarding disability accommodations, classroom conduct, academic integrity, use of personal electronic devices, absences, class notes, sexual harassment, equity and diversity, and mental health. Please refer to the University policy pages:

<https://diversity.umn.edu/disability/>

http://regents.umn.edu/sites/default/files/policies/Student_Conduct_Code.pdf

<http://policy.umn.edu/Policies/Education/Education/STUDENTRESP.html>

http://regents.umn.edu/sites/default/files/policies/Equity_Diversity_EO_AA.pdf

http://regents.umn.edu/sites/default/files/policies/Academic_Freedom.pdf

<http://www.mentalhealth.umn.edu/stressmgmt/index.html>

<http://regents.umn.edu/sites/default/files/policies/Sex-Harassment.pdf>

A special note on Mental Health

As a student you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance and may reduce your ability to participate in daily activities. University of Minnesota services are available to assist you. You can learn more about the broad range of confidential mental health services available on campus via the Student Mental Health Website:

<http://www.mentalhealth.umn.edu>