

**Association of Conservation Engineers  
Executive Board Conference Call  
01/04/18**

Attendees: Natalie Little (President), Terry Boyd (President-Elect), Terra McParland (Secretary), Howard Thomas (Treasurer), Hans Nielson (At-Large Member), Janet Gillis (2018 Conference Co-Chair), Sarah Lau (At-Large Member)

Absent: Dale Gunther (Past President), Holly Bentz (Past President), Bo Vandergriff (2018 Conference Co-Chair),

Meeting started: 4:00 pm CST

1. Minutes
  - a. Meetings at the conference – Voted to send both conference group meeting minutes to membership along with Treasurer’s report. Motion carried.
  - b. Minutes from Previous Executive Board Meeting (11/9/17). Not discussed but emailed to board members for review prior to this month’s meeting.
2. Treasurer’s Report.
  - a. 2017 Report: Howard provided a year-end Treasurer’s report. It is missing one outstanding bill for Meetings Northwest (MNW, \$362.52). The Treasurer’s Report was approved.
3. Scholarship:
  - a. The scholarship balance is low. Group felt the balance could only accommodate a \$500 award for the upcoming year or suggested forgoing the award until the balance is higher.
  - b. A motion was made to add a line for scholarship donations to the membership dues solicitation. Howard will coordinate with MNW to get that added.
  - c. Natalie suggests revisiting the issue at the March and May Executive Board meetings to set the final amount. She hopes to invite committee leads to the March and July meetings to report on their tasks.
4. Membership:
  - a. We need to do the membership renewal request through MNW. We need to send MNW a list of Baker award winners and other lifetime members so they don’t get the solicitation sent to them and are automatically added as members each year.
5. Conference:
  - a. 2017 Conference. No report.
  - b. 2018 Conference.
    - i. Janet is moving forward with making arrangements with the hotel and has forwarded the contract to Natalie to review. There was discussion to ask for a slightly lower number of room nights. Janet is also checking if the date for the block can be extended from 9/14/19 to 10/1/18.
    - ii. She has assumed the same amount of time for presentations from Ogden.

- iii. The President and Treasurer will be signing the contract. They are going to try to get the contract signed by mid-Jan.
- c. 2019 Conference:
  - i. Terry is still looking at Gulf Shores vs. Mobile. The Gulf Shores has a food minimum requirement. Mobile has no food minimum. Transport from airport is easier to Mobile. He is looking at the week of 10/19/19 and is assuming 40-60 attendees. Terry asked if the group prefers off-site dining but group felt either was fine.
- 6. Old Business
  - a. Website: The minutes are to be added to the website. Howard to coordinate with MNW. Also the presentations from the 2017 Conference need to get posted. Natalie has copies of all the presentations so will get them compiled and sent to Howard for posting.
  - b. Non-Profit status. Tom H. sent non-profit information to Natalie and Howard in November. They have briefly reviewed the information. Natalie will develop a proposal next month for moving forward.
  - c. By-Laws and Operations: Natalie received a 2007 version which was cleaned up. However she was wondering why some of the references to chairperson had been changed to Chairman. No one knew why they had been changed. She will reach out to that committee to find out why they were changed in the recent version.
- 7. Next executive meeting is scheduled for March 15 at 4:00 pm CST. Future meeting dates are 5/10/18, 7/12/18, 9/13/18 all starting at 4:00 pm CST (3:00 EST, 5:00 MST, 6:00 PST)

Meeting ended: 5:02 pm CST.

End of meeting notes.

# Association of Conservation Engineers

## 2017 Treasurer's Report

### As of January 1, 2018

Checking Account Detail	Deposits	Exp.	Balance	Notes
Opening Balance			\$ 8,213.77	January 1, 2017
Deposits				
2017 Conference Receipts				
Meetings NW - 10/31/2017	\$ 10,360.00			
Meetings NW - 11/ 7/2017	\$ 4,830.00			
Meetings NW - 11/ ?/2017	\$ 760.00			
2017 Membership Dues				
Direct Payments	\$ 160.00			
Meetings NW - 7/28/2017	\$ 800.00			
Meetings NW - 9/26/2017	\$ 480.00			
Meetings NW - 11/07/2017	\$ 120.00			
Scholarship Donations	\$ 584.50			
Interest Earned	\$ 15.97			Jan.-Oct.
Invoices/Payments				
Meetings NW		\$ 85.50		ACE 2016 Website 4rth Quarter
Meetings NW		\$ 975.90		ACE 2017 Services 1/1 to 3/31 (Web -\$310.12, Membership - \$645.15 & Conf. \$20.63)
Meetings NW		\$ 1,362.30		ACE 2017 Services 4/1 to 6/30 (Web -\$149.15, Membership - \$915.02 & Conf. \$298.13)
Meetings NW		\$ 685.64		ACE 2017 Services 7/1 to 8/31 (Web -\$112.35, Membership - \$310.11 & Conf. \$263.18)
Meetings NW		\$ 1,100.06		ACE 2017 Services 9/1 to 9/30 (Web -\$171.00, Membership - \$42.00 & Conf. \$887.06)
Meetings NW		\$ 641.96		ACE 2017 Services 10/1 to 10/31 (Web -\$16.99, Membership - \$69.15 & Conf. \$555.82)
Courtyard Ogden		\$ 4,734.46		2017 Conf. Hotel
Snowbasin Resort Co.		\$ 1,000.00		2017 Conf. Meal and Venue Deposit
Snowbasin Resort Co.		\$ 944.50		2017 Tuesday Conf. Meal and Venue Balance
Weber Basin Job Corps Center		\$ 245.00		2017 Conf. Tuesday Field Trip Lunch
Swaner Ecosystem		\$ 165.00		2017 Conf. Thursday Tour
Park City Museum		\$ 75.00		2017 Conf. Thursday Tour
Ellis Printing, LLC		\$ 401.63		2017 Conf. Program Printing
C.A. Harler Trophies & Engraving		\$ 1,451.92		2017 Conference Awards
Joel Krause		\$ 270.21		2017 Conf. Hosp. Rm. Exp.
Salt Lake Express		\$ 1,474.00		2017 Conf Bus for Tue. & Thurs. Field Trips
Natalie Little		\$ 369.16		2017 Conf. Misc. Exp., Thursday Lunch
Travis Wiederstein		\$ 1,500.00		2017 ACE Scholarship Award
<b>Total</b>	<b>\$ 18,110.47</b>	<b>\$ 17,482.24</b>	<b>\$ 8,842.00</b>	

<b>Savings Account Detail</b>	<b>Deposits</b>	<b>Exp.</b>	<b>Balance</b>	<b>Notes</b>
Opening Balance			\$ 386.38	January 1, 2017
Deposits				
Monthly Dividend - 1/2017-12/2017	\$ 1.19			
<b>Total</b>	\$ 1.19	\$ -	\$ 387.57	

<b>CD Account Detail</b>	<b>Deposits</b>	<b>Exp.</b>	<b>Balance</b>	<b>Notes</b>
Opening Balance			\$ 17,068.95	January 1, 2017
Deposits				
Dividend Payment	\$ 54.21			
Dividend Payment	\$ 53.20			
Dividend Payment	\$ 53.96			
Dividend Payment	\$ 54.72			
<b>Total</b>	\$ 216.09	\$ -	\$ 17,285.04	

<b>Scholarship Report</b>	<b>Deposits</b>	<b>Exp.</b>	<b>Balance</b>	<b>Notes</b>
Opening Balance			\$ 3,688.75	January 1, 2017
2017 Silent Auction	\$ 584.50			
Dividend	\$ 11.72			
Dividend	\$ 11.50			
Dividend	\$ 8.92			
Dividend	\$ 11.78			
2017 Scholarship Award		\$ 1,500.00		
<b>Total Deposits/Expenditures</b>	\$ 628.42	\$ 1,500.00	\$ 2,817.17	
<b>Net Gain</b>			\$ (871.58)	

<b>Account Totals</b>	
Checking Account	\$ 8,842.00
Savings Account	\$ 387.57
CDs	\$ 17,285.04
Total Deposits	\$ 26,514.61
Scholarship Fund (In CD above)	\$ 2,817.17

2017 Conference Report	Deposits	Exp.	Balance	Notes
2017 Conference Receipts				
Meetings NW	\$10,360.00	\$ 360.00	\$ 10,000.00	9 - 2018 Dues (Dep. 10/31/2017)
Meetings NW	\$4,830.00	\$ 720.00	\$ 4,110.00	18 - 2018 Dues (Dep. 11/07/2017)
Meetings NW	\$760.00	\$ 40.00	\$ 720.00	1 - 2018 Dues (Pending)
Total Receipts	\$15,950.00	\$ 1,120.00	\$ 14,830.00	
2017 Conference Expenses				
Meetings NW		\$ 20.63		2017 Conf. Charges (1/1-3/31)
Meetings NW		\$ 298.13		2017 Conf. Charges (4/1-6/30)
Meetings NW		\$ 263.18		2017 Conf. Charges (7/1-8/31)
Meetings NW		\$ 887.06		2017 Conf. Charges (9/1-9/30)
Meetings NW		\$ 555.82		2017 Conf. Charges (10/1-10/31)
Courtyard Ogden		\$ 1,000.00		2017 Conf. Hotel Deposit
Courtyard Ogden		\$ 4,734.46		2017 Conf. Hotel
Snowbasin Resort Co.		\$ 1,000.00		2017 Conf. Meal and Venue Deposit
Snowbasin Resort Co.		\$ 944.50		2017 Tuesday Conf. Meal and Venue Balance
Weber Basin Job Corps Center		\$ 245.00		2017 Conf. Tuesday Field Trip Lunch
Swaner Ecosystem		\$ 165.00		2017 Conf. Thursday Tour
Park City Museum		\$ 75.00		2017 Conf. Thursday Tour
Ellis Printing, LLC		\$ 401.63		2017 Conf. Program Printing
C.A. Harler Trophies & Engraving		\$ 1,451.92		2017 Conference Awards
Joel Krause		\$ 270.21		2017 Conf. Hosp. Rm. Exp.
Salt Lake Express		\$ 1,474.00		2017 Conf Bus for Tue. & Thurs. Field Trips
Natalie Little (Utah Olympic Park)		\$ 180.00		2017 Conf. Thursday Tour
Natalie Little (Kneader's)		\$ 140.44		2017 Conf. Thursday Lunch
Natalie Little (Costco)		\$ 29.83		2017 Conf. Thursday Lunch
Natalie Little (WinCo)		\$ 18.89		2017 Conf. Thursday Lunch
Total Expenses		\$ 14,155.70		
<b>Net</b>			<b>\$ 674.30</b>	

2017 Organizational Operations Report	Deposits	Exp.	Notes
Net Dividends	\$189.33		Total Dividends minus Scholarship Dividends
2017 Membership Dues (Direct Pay)	\$160.00		4 Memberships
2017 Membership Dues (Meetings NW)	\$1,400.00		35 Memberships
Meetings NW		\$845.11	Website Services (4th Qtr. 2016 through 10/31/2017)
Meetings NW		\$1,981.43	Membership Services (1/1-10/31/2017)
<b>Total</b>	<b>\$1,749.33</b>	<b>\$ 2,826.54</b>	
<b>Net Deficit</b>		<b>\$ (1,077.21)</b>	