

ASSOCIATION OF CONSERVATION ENGINEERS

BOARD OF DIRECTORS MEETING
August 23, 2023 3:00 PM Central Daylight Time

MEETING MINUTES

Attendees:

Dale Brockamp, President
Catalina Weaver, President Elect
Sarah Lau, Secretary
Bill Scheperle, Past President
Mark Urbanovsky, At-Large

Absent: Matt Prenger, Treasurer; Loren Woodin, Past President; Nara Sin, At-Large

A Board of Directors meeting was held via WebEx virtual conference system beginning at 3:05 PM Central Daylight Savings Time on Wednesday, August 23, 2023. The Following Agenda Items were covered during the meeting.

- I. Call to Order and Roll Call of attendees.
- II. Members had reviewed the meeting minutes from the ACE Board of Directors meeting held on July 26, 2023. Dale caught several mistakes which have been corrected in the current draft. A motion to approve the minutes was moved by Mark Urbanovsky and seconded by Bill Scheperle. The motion carried.
- III. Matt Prenger sent the Treasurer's report as of August 23, 2023. There was a question about how and when registration income made on the ACE website for conference registration are deposited in the ACE account. Dale will ask Matt Prenger and Autumn (from Meetings Northwest) to explain the deposit protocol since there should be approximately \$10,000 in conference deposits, and there has only been an increase of \$4,400 since the July treasurer's report. Mark Urbanovsky moved to accept the report pending an explanation of the deposit process and was seconded by Catalina Weaver. The motion passed. Following are the balances Matt reported as of 8/23/2023:

Account Totals	
Checking Account	\$ 4,918.96
Savings Account	\$ 11,550.12
CDs	\$ 22,032.65
Total Deposits	\$ 38,501.73
Scholarship Fund (In CD above)	\$ 4,616.00

IV. 2023 ACE Conference Update:

- Registrations & Deadlines – So far there are 21 full registrations and 4 guest registrations. There are currently 22 people registered for the Thursday field trip. Autumn sent a reminder email out to the membership on August 1. Dale will ask her to send one more reminder out prior to the registration deadline.
- Hotel Reservations - The deadline for reserving rooms at the ACE rate has passed; however, the hotel said they will honor that rate as long as they have rooms left. Autumn sent a reminder email out to the membership on August 1. Attendees must call the hotel directly to get the reduced rate.
- Facilities & Conference Location – Mark Urbanovsky has confirmed these. They are reflected on the ACE website and in the July 2023 newsletter.
- Papers/Presentations – Mark shared the draft agenda on the screen. He is still working on welcome and banquet speakers. Nicki Lambrou has been helping Mark and is tracking the speakers, getting their bios, and verifying the time they need so the agenda can be finalized.
- Field Trips/Schedules – The field trip schedules have been set. Mark noted that the 56-passenger coach reserved for the Tuesday fieldtrip will cost \$2,500. He is talking to a local tour bus provider for Thursday that can seat around 22 and will cost around \$1,200.
- Sponsors & Vendors – Mark has commitment for 2 sponsors at the Bronze level and one at the Contributor level. Dale will send out a letter seeking sponsors that he used last time the conference was held in Illinois. He has asked Mark to edit it for this year's conference and asks that the board use that updated letter to continue seeking sponsors.

V. Committee Reports:

- A. Membership – No update.
- B. Communications/Newsletter – No update.
- C. Scholarship – Fundraiser ideas were discussed. Bill noted that ACE has purchased some larger items to raffle in the past and then not made up the money that they paid. The board decided to have another “Deck of Cards” raffle this year and request that attendees bring an item that could be raffled off as well. Attendees will also be asked to bring items for door prizes.
- D. Awards – The board agreed to extend the award submittal deadline to September 18. Sarah will request that Autumn update that date on the ACE website.

VI. Old Business – None.

VII. New Business – None.

VIII. 2023 Proposed Board of Director Meeting Dates – 4th Wednesday, late afternoon

- September 27, 2023, at 3 p.m. Central Daylight Savings Time

IX. Bill Scheperle moved, and Sarah Lau seconded the motion to adjourn. The motion carried.