



SME - MINNESOTA SECTION BOARD MEETING

Agenda – May 11, 2017, 1200 – 1500

Northeast Technical Services

526 Chestnut Street, Virginia MN

Call-In Number:

Date/Time: **Thursday, May 11, 2017 from 12:00pm to 3:00pm (Central Time)**

- Dial Call in Number: **612.284.1533 (Toll Free: 855.838.6933)**
- Dial Audio Conference Room: **1002**
- Dial Pass Code: **258#**

Attendees:

a. In person

i. Board Members

Allyz Kramer, Julie Lucas, Corie Ekholm, Melissa Martinie, Julie Marinucci, Dick Kiesel, Katrina Davis

Guests

Kurt Doran – Northern MN Subsection

ii. By Phone

Jim Tieberg (Board Member)

iii. Absent Board Members:

Dan Palo

b. Twin Cities Subsection:

i. None

c. SME National:

i. None

Duration: The meeting started at 1205 was adjourned at 1443. Julie Marinucci made the motion to adjourn and Corie Ekholm seconded the motion all attendees were in favor

Meeting Purpose – Address regular business issues for SMEMN

Introduction:

Allyz Kramer asked if there was anything to add to the agenda:

Julie Lucas added talking about the bank accounts

Melissa Martinie added budgeting for SME Members to attend Feb. 2018 Conference

Allyz added SME budgeting for events (conference) talk about overall section budget

Allyz Kramer made the motion to approve agenda, Julie Marinucci seconded the motion and all attendees were in favor.

- Review and Approve May Meeting Agenda
- Review and Approve Minutes from April 19 Board Meeting
 - This is done at our Annual Business Meeting of Members (typically April each year at the Annual Conference), but we are not having a meeting for our members April 2018 thus far. Julie Marinucci stated we should have a meeting at the conference in February including the Twin Cities, and MN section and MN Northern subsection at the Tuesday night event; we can then make that our Annual Business Meeting of Members so we can formally approve the minutes (this would be planned for February 27, 2018).
- Chair's Report – Allyz K.
 - Welcome comments about the process for board meetings in 2017-2018; requesting everyone's attachments/reports the Friday before our monthly board meetings to be more organized.
 - Do we need to have a section board meetings monthly?
 - Jim Tieberg added should we be having joint meetings more frequently because of the 2018 Conference
 - Julie Marinucci asked at what point does the 2018 planning committee and the section come together to move things forward
 - Allyz added we have inserted ourselves where we can for 2018 planning, so MN section should be able to focus on other MN section priorities
 - Discussion was held on strategic plan. It was decided to go over the strategic plan in the June section board meeting; this is time to invite the subsections to review it at their June board meetings with focus on have a strategy meeting in August (in Hinckley). Katrina will send out doodle poll to select date.
- Treasurer's Report – Corie E.
 - Report is in Appendix
 - Corie will follow up with Les Fleming about his receipts if he is or is not going to submit because we budgeted for that
- Allyz called for a motion to approve the treasurer's report, Julie Marinucci moved, Melissa Martinie seconded, all attendees were in favor
- Secretary Agenda – Katrina D.
 - The meeting minutes will be sent out on Tuesday please review and approve by that Friday

Committee/Subsection Updates:

- Subsection Updates
 - Northern Subsection
 - Planning for the 2018 curling event
 - Julie Lucas will follow up with National on reimbursements for registration from the short course that was cancelled
 - Twin Cities Subsection
 - No report was provided, no Subsection Board members were present. Allyz will do follow-up with TC Subsection to discuss their availability to attend and provide subsection reports
- MEC Update – Julie M.
 - Science and engineering festival happened last week went well; had good reviews on the mining part of it
 - June 1st call for nominations for MEC and SME awards are due
 - Melissa Martinie-
 - There are 4 options.
 1. The Girl Scout Exploring mining event: April - June 2018.
 2. Running a Station at an Existing GS event in June 2018:
 3. Volunteer at GS run event: The first one is on June 12th in Canal park.
 4. Program on the go: We would put an activity in the GS book, like gold panning, and see what troops ask us to come visit them. All we need is a 3 sentence write up to get this in the book.
 - We have to follow up with National on the grant to see if there are any obligations waiting till next year to utilize the money.
- Student Affairs Update – Melissa M.
 - Scholarship awards were given out
 - TC Scholarship lunch went really well according to Bethany
 - Thank you note from Isacc Harm
- Finance Committee
 - Taking Finance Committee off as a committee; we will call it Finance Subcommittee and currently there are no members until needed
- Other Committee Updates as appropriate – All

Old Business:

- 2017 Conference wrap-up discussion
 - People were being turned away from the short courses because of the lunches, we need to include a ten percent buffer for food so there is a choice of onsite registration (Northern Subsection to decide)
 - Have lunches available for all short courses including half day (Northern Subsection to decide)

- Tech sessions-program committee for 2019 processing needs a larger room
- Do the technical sessions from conferences get published by SME's "One Mine" publication?
 - Need confirmation
- Short-course Presenters were charged a fee for the course they taught
 - Julie Lucas-Will confirm that they have been refunded
- Sixteen students were no shows to the conference - should we pay their registration fees?
- Do not pay for retiree memberships to SME
- Media was not notified far enough ahead of time - should national be in charge of this?
- Lunch during the vendor reception could be shorter to try to keep people from not going out to lunch
 - General discussion from Board members that have planned this conference over the years is that we have adjusted the schedule every year for the last 3-4 years to accommodate our vendors so that attendees show up to the Exhibit Hall. We have to communicate with National when we get their 2017 report and understand their perspective; they observe different behaviors running the conference than we may observe as Board members. We could collectively kindly request that Vendors not leave the Exhibit Hall for the Tuesday lunch, but ultimately we cannot control this behavior.

New Business:

- Identify conference planning & Board meetings so that SME members at large know how to participate (phone or in-person)
 - o Have edited minutes posted to the website
 - o Group calendar with our minutes and call in available link to find minutes
 - o ACTION ITEM: Provide a summary to SME members such as "Here's how you stay involved as a member: link to the section website and a tie to the Northern MN subsection and the Twin Cities subsection, and a link to the 2018 planning
 - Have subsections broadcast this
 - o ACTION ITEM: Talk to Katie Larson (No. MN Subsection) about updating the SME Minnesota Section website
- 2018 SME National Conference
 - o Brief update on progress of Subcommittee meetings – Allyz K.
 - Melissa Martinie asked about budgeting on sending members; agreement to discuss this more in June Board Meeting as Allyz is collecting budget items from committee subgroups about potential costs the MN Section may anticipate
 - Field Trips, tour concepts – these are underway; subgroup is communicating with National staff
 - Making headway with Congressman Rick Nolan as Key Note speaker – formal invitation has been sent by SME; awaiting acceptance from Rep. Nolan
 - Robust panel discussion as part of Key Note session – questions have arisen from SME members asking if we are planning for one of MN's major mining

companies be part of the panel. Allyz described the process thus far is that we are currently focusing on MN headquartered companies that have a direct tie to the mining industry. However, a representative from a MN mining operation is possible. Names discussed in general were representative from Cliffs (Lourenco Goncalves – interesting speaker, well-received at MN 2017 conference) and/or representative from a non-ferrous mine proposed project (e.g., PolyMet).

- Allyz will go back to this subgroup and continue this discussion, and report back to the Board
- o Northern subsection is working on the Curling Event
- o Budgeting for events – Allyz K.
 - Friends of MN reception - SME MN & Twin Cities co-hosted in the past; typical cost is about \$4,500, in which SME MN Section contributed \$2000 last year. However, this year we've agreed that MN Section would intend on covering the cost of the full event, and list MN Section, and both subsections as co-hosts. Board should be prepared to review and approve more money for 2018 event, because more MN members are anticipated to attend.
 - Curling Event - how much per person? Sponsorship? IMA as co-sponsor? – Northern Subsection will report back
 - Melissa M - Encouraging members to go if we pay their registration \$600/person; discussion considered covering registration fee for as many as 20 MN Section members. Qualifications to be selected - Submit a technical abstract and present? Be a part of the planning committee? TBD. Point is we need to budget now, determine if any qualifications are needed to have Section pay for one's registration
 - June Board meeting will be discussion and approval of costs for 2018
 - ACTION ITEM: Encouraging people to submit abstracts to present a technical presentation;
- o MN Pavilion – Discussion on complimentary booth will be provided for MN Section; shared this booth with Subsections, and possible add a second booth
 - Board Authorization of a special expenditure 10x10 standard booth (\$1550) and Corner booth (\$1750)
 - Julie M - Made a motion to reserve an in line booth and a corner booth at SME 2018 in the MN pavilion at a total cost to the Section of \$3300. Melissa Martinie seconded, all in favor.
 - ACTION ITEM: Section and Subsections start to brainstorm what should be highlighted at the conjoined booths
- July Strategy Session – Melissa asked if this 3-hour strategy will still meet in July? Agreed this will move to Section Board and Subsection Boards to meet in August
- Annual report idea – Melissa provided a Visual Example of how to report the work and accomplishments our Section & Subsections make each year, and how we contribute to our member's professional development, etc.

- o See Appendix for example of more graphical presentation of an annual report. We would like to go ahead with this and collect information from the subsections.
- 2019 Conference planning - Melissa M
 - o June – Discuss with SME National at what time/date does the SME MN Section have to get the DECC Reserved.
 - o Julie M – look at 2019 dates so we can avoid our conference conflicting with travel or observances of Easter and Passover
- Scholarship Committee - Discussion on 2017 recruitment of applicants for SME fund (Results from Committee meeting April 18, 2017) – Julie M., Allyz K.
 - o See Appendix
 - o We would like to provide more feedback to David Hammer (Duluth-Superior Area Community Foundation) so that high school & college students pursuing engineering/geology with a focus on the mining industry are being marketed; currently we struggling to get applicants that benefit our funds requirements
 - o Need to work more collaboratively with David to give him the information he needs to more effectively market the SME funds.

MN Section Board Meetings - May 2017 – April 2018 Meetings – DRAFT FOR DISCUSSION:

Month	2017 – 2018 Meeting Dates	Agenda Items & Reports Due*	Conference/Section Meeting [†]	Meeting Location
May	Thursday 5/11 12:00 – 3:00	Friday 5/5	Section Board Meeting 2018 Conference Budgeting	NTS Meeting Room 426 Chestnut St. Virginia, MN
June	Thursday 6/8 12:00-2:00	Friday 6/2	Section Board Meeting 2017 Conference Review Committee Updates Strategy Review 2018 Conference Updates	Webinar/ NTS Meeting Room 426 Chestnut St. Virginia, MN
July	NO MEETING	--	--	--
August	Date TBD, but plan for 3-hour meeting	Friday 8/4	Section Board Meeting Committee Updates Finalize Budget; Section & Subsection Board Meeting	Hinckley
September	Thursday 9/14 12:00 – 2:00	Friday 9/8	Section Board Meeting Committee Updates 2018 Conference Updates	TBD
October	Thursday 10/11 12:00 – 2:00	Friday 10/6	Section Board Meeting, Committee Updates 2018 Conference Updates	TBD
November	Thursday 11/9 12:00 – 2:00	Friday 11/3	Section Board Meeting Committee Updates 2018 Conference Updates	TBD
December	Thursday 12/14	Friday 12/8	Section Board Meeting Committee Updates 2018 Conference Updates	TBD
January	Thursday 1/11 12:00 – 2:00	Friday 1/5	Section Board Meeting Committee Updates 2018 Conference Updates	TBD
February	Thursday 2/8 12:00 – 2:00	Friday 2/2	Section Board Meeting Committee Updates 2018 Conference Updates Call for Board Nominees	TBD
February	Tuesday 2/27 5:30 pm	Friday 2/23	Full Membership Meeting at “Friends of MN Reception” at 2018 Annual Conference	TBD at Conference Venue, Minneapolis
March	Thursday 3/8 12:00 – 2:00	Friday 3/2	Section Board Meeting Plan for 2018-2019 Board Transition 2019 Conference Planning	TBD
April	Thursday 4/12 12:00 – 2:00	Friday 4/6	Election of 2018-2019 Board Committee Updates 2019 Conference Planning	TBD (suggested Valentini’s – Chisholm)

* Board meeting agenda items and supporting reports/information should be sent to SME MN Section Secretary, Katrina Davis, for inclusion in the Board Agenda and Packets. E-mail these items to kdavis@nettechnical.com

[†] Meeting topics subject to adjustment.

Next Meeting: June 8, 2017 – Webinar/In person Northeast Technical Services

Appendix:

- a. Treasurer's Report
- b. Annual Report visual example

May 3, 2017

Treasurer's Report

Previous account balance: **\$307,956.34 (March 2017)**

Monthly Line Items: January 13th – March 9th

Transaction	Expense	Income	Balance
<i>UMD (March. Mtg. Lunch)</i>	\$126.42		\$307,829.92
<i>SME Twin Cities (Friends of MN)</i>	\$1750		\$306,079.92
<i>Jessica Taylor (SME national)</i>	\$1390.62		\$304,689.30
<i>Melissa Martinie (Badges & auction)</i>	\$335.11		\$304,354.19
<i>Emily Erhart (scholarship)</i>	\$1500		\$302,854.19
<i>Lee Werner (scholarship)</i>	\$1500		\$301,354.19
<i>Isaac Harm (scholarship)</i>	\$1500		\$299,854.19
<i>Julie Lucas (frame)</i>	\$19.50		\$299,834.69
<i>Grand Casino Hinckley</i>		\$10.45	\$299,845.14
<i>American Bank CD Interest</i>		\$10.56	\$299,855.70
<i>US Bank Savings Interest</i>		\$23.64	\$299,879.34

Current Total Account Balance: **\$299,879.34**

Treasurer's Comments

Below is a breakdown of the SME MN accounts as of October.

- *US Bank Checking Balance: \$4,781.88*
 - *US Bank Savings Balance: \$170,679.84*
 - *American Bank Savings Balance: \$100,367.68*
 - *American Bank CDs: \$24,049.94*
- SME Twin Cities was reimbursed for ½ the cost of the Friends of MN reception

- Jessica Taylor reimbursed for costs to attend SME Nation conference in Denver
- Melissa Martinie reimbursed for girl scout badges and gift for silent auction
- 3 \$1500 scholarships awarded to students
- Julie Lucas reimbursed for award frame
- Grand Casino Hinckley returned over payment of October Strategy meeting

SME ANNUAL CONFERENCE & EXPO

Where successful leaders from around the world share their vision, expertise and experience.

REGISTERED ATTENDEES



746 INTERNATIONAL ATTENDEES
609 STUDENTS
201 NEW MEMBERS
20 MEDIA/PRESS MEMBERS

121 2
Technical Symposiums
Sessions MINEFILL & ESS

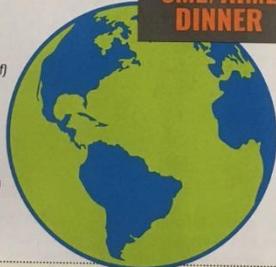
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Countries Represented

- ARGENTINA
- AUSTRALIA
- AUSTRIA
- BRAZIL
- CANADA
- CHILE
- CHINA
- COLOMBIA
- CONGO
- DOMINICAN REPUBLIC
- ECUADOR
- FINLAND
- FRANCE
- GERMANY
- GHANA
- GUATEMALA
- INDIA
- ITALY
- JAPAN
- KOREA (Republic of)
- MEXICO
- MOROCCO
- NETHERLANDS
- NICARAGUA
- NORWAY
- PERU
- PHILIPPINES
- POLAND
- SOUTH AFRICA
- SPAIN
- SWEDEN
- SWITZERLAND
- TURKEY
- UKRAINE
- UNITED KINGDOM

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U.S. STATES REPRESENTED PLUS PUERTO RICO AND THE DISTRICT OF COLUMBIA



EXHIBITS



575 EXHIBITING COMPANIES
414,173 MEC WEBSITE USERS

SME/AIME DINNER 41 AWARDS GIVEN
★★★★★★★

PRESS ROOM



BOOK STORE



300+ ATTENDEES
4,400 SME FACEBOOK VIEWS
movemining
A competition to change the perception of mining.

FOUNDATION

Foundation Dinner Gala



50/50 Raffle

\$4,720 TOTAL RAISED WITH 50% BENEFITTING FOUNDATION PROGRAMS

Silent Auction

\$13,490 RAISED

Boy Scouts Jamboree Effort



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Data as of 2017