

AGS Board Meeting – June 15, 2010

1. Call to Order 11:32 am.

Board Members present (minimum 7 for quorum):

Anchorage

Laura Gregersen

Al Hunter

Ken Helmold

Rick Levinson

Tom Homza

Tom Morahan

Dick Garrard

Sunny Remmy

Fairbanks

Jim Clough

Chad Hults (Denali)

1. Approve minutes: Tom M. motioned to approve minutes, Ken 2nd; motion passed unanimously.

- Election results – Everyone who ran won, need to notify winners. Done.

2. Treasure's Report (Al Hunter):

- Al is managing AAPG 2011 account and will be making a separate account.
- Income estimate ~\$12,000
- Al shared 2010-2011 budget.
- We will be in a different tax category due to the meeting.
- Rasmuson Foundation requests contribution list of all board members. Much discussion on privacy of board member contributions. No decision made.
- Discussion about the scholarship wording in the Bylaws. They state that all excess funds must be put into the scholarship, leaving enough for operating funds. This intent is stricter than practice.

3. Website (Tom).

- Discussion about whether to go full digital with the newsletter to save money. But it is a good record and can be used as reference. Unanimous that we should keep the newsletter paper copy. We have a note in each newsletter with instructions for just receiving digital newsletter.
- On that note: Tom still suggests we should have more access for editing our website. Tom volunteered to look into gaining more access, either through our current webmaster or through a new service.
- A board only login area on the website would be good for us to share information.

4. Other

- Discussion about getting more minerals folks involved in AGS.
- Ken is working on speakers for next year. A couple already booked.
- We should increase our connection with AAPG-Pac section. They expressed interest in having an AK page in their newsletter. We could advertise there.
- Fieldtrip insurance discussion. AAPG representative has told AGS members that we could be covered under their insurance if we have an AAPG member lead a fieldtrip of only AAPG members. This has not been put in writing.

1:02 pm Adjourn: Laura motioned the end of the meeting, Rick 2nd, passed unanimously by everyone leaving.

Next Meeting Sept. 14 at the DOG house 11:30.

PARTIAL MEETING MANAGEMENT PROPOSAL

For the Pacific Section of AAPG and the Western Region of SPE Meeting MAY 6-10, 2011

Introduction

As a past Director of the Convention Department for the American Association of Petroleum Geologists, Michelle Mayfield Gentzen brings 20 years of experience to the AAPG Pacific Section with a Specified Meeting Management proposal.

Meeting Consultant Qualifications

Michelle Mayfield Gentzen, with more than 20 years in the meetings and conventions management industry, brings that experience for complete logistical planning and budgetary management for both domestic and international meetings. Events have ranged from corporate executive retreats for 25 to association conventions for 10,000. Meeting management includes hotel/vendor negotiations, committee/volunteer organization, VIP arrangements, education programs, audiovisual, catering, etc. She spent 20 years at AAPG with the last 10 as the Director of the Convention Department. She is currently self-employed as an associate representative of ConferenceDirect – the most respected hotel contract negotiating company in the industry that provides hotel site selection and contract negotiation at no cost (<http://www.conferencedirect.com>). Michelle also works as a Meeting Consultant with GEM, Global Events Management.

Thanks [for passing on the comment from an attendee and former officer of the Association]; that is indeed a compliment we can be proud of. But please keep in mind we are being guided by YOU.
- Ralph Richardson, General Chair, 2009 GCAGS Convention

Thanks ...GEM is worth every penny we are paying, and more. I greatly appreciate your professionalism in keeping on top of all this for us!
- Don Burdick, General Co-Chair, 2009 AAPG Mid-Continent Section Meeting

Additional References

Available upon request.

Investment Schedule - MMG

General Project Management Detail	Type of Fee	Per Item
Hotel/Meeting Room Logistics	Fixed	\$2,350
Food & Beverage Coordination	Fixed	\$1,775
Audiovisual	Fixed	\$1,800
Vendor Selection Assistance	Fixed	\$1,650
Special/Social Events, VIP, Hospitality, Miscellaneous	Fixed	\$1,475
Budget Assistance	Fixed	1,300
Other (Special Events, Budget, Vendors, VIP, Entertainment, Misc.	Fixed	1,400
Subtotals		\$11,750
Discounts		Mgmt Fees
Discount offered April 2010	(\$2,000)	\$9,750
Onsite Meeting Management <i>(\$400 per day for 4 days)</i>	Fixed	\$1,600
TOTAL		\$11,350

I would like to sincerely thank you as representatives of Pacific Section of AAPG and the Western Region of SPE for the distinct opportunity to partner with your organizations to produce the highest caliber annual convention of its kind. I am committed to working with you to see that we bring a very cost effective meeting as well a premier education to fulfill the organization's strategic goals and objectives.

50%
P. AAPG
AGS
25% of
50%

Please do not hesitate to call on our assistance at any point during your review of this proposal.

I look forward to the opportunity of being your partner for the 2011 convention!

Sincerely,

Your Meeting Management Representative
Michelle