**Annual Meeting – New Mexico Network for Women in Science and Engineering**

**October 27, 2013**

**Mountainair, New Mexico**

**Called to Order by Nan Founds at 8:37 A.M.**

23 people registered, 16 members, 7 guests

Members present: Yolanda King, Karen Agogino, Mercedes Agogino, Diane Oyen, Barbara Torres, Laurie Marnell, Phyllis Baca, Cheri Burch, Dana Roberson, Tinka Gammel, Nan Founds, Juanita Gammel, Mary Campbell: Quorum declared

* **Additions to Agenda**

 Nan passed out a calendar and asked for any information, dates of meetings etc be put on calendar and she would publish to NMNWSE website.

 Karen requested that Membership be moved up because she had to leave early

Agenda approved with additions

* **Budget:** Barbara Torres reported that the budget is reported on at Annual Meeting, not Board meeting and to take out of Agenda
* **Secretary’s Report** – Last Board Meeting Minutes – Virtual Vote – Claudia will send out

Policies – Barbara Torres will coordinate with Jeanne Banks concerning updating our current policies

* **Membership** – Nanette Founds – Appointed Karen Agogino Membership Chair for 2014. Karen reported that for the 14-15 membership year, cutoff for mailing will be July 18 for mailing August 31, 2014. Anything that needs to be mailed (emailed) needs to be to Karen by cutoff date.

Welcome from President –

Please Renew or Consider renewing for lapsed members

Newsletter - Tinka Gammel

 Impact Award – Jeanne DeMarko – call for nominations by May 1st

 Call for Nominations –

AM Announcement

Membership

Technical Call for Papers

Cutoff for this year’s directory will be January 18, 2014

Tinka suggested a change to the membership form – add “Please see other side” and add “Indicate NMNWSE activities (other than outreach) that interest you” and “What would you like to get out of NMNWSE Membership?”

It was suggested that members paying dues after August 15, are carried over for the following year. (need to check By-Laws – Art 7, sect 7.2 – notice of delinquency)

* **Correspondence** – Los Alamos will be holding a separate EYH from Santa Fe this year.
* **Student Awards** – Mercedes Agogino reported that the State Fair dates are April 4/5

 NAISFE will be virtual this year and School to World has been canceled

* **Treasurer’s report –** no report

 Barbara stated that she will get the PRC report to the State asap and send out the Taxes Postcard in March 30th.

* **Annual Meeting Report** – not all bills have been reconciled – but Barbara reported we took in $1,735 and so far we have about $380 in expenditures.

There were 22 paid attendees including guests

Next year’s Annual meeting tentatively set for 3rd weekend in October

Suggested venues

 Taos, Las Vegas, NM – Castle & K/T Boundary, Cimarron, Santa Fe – Hondo Canyon,

Suggested we have an online survey to solicit more suggestions

* **Communications** – Tinka Gammel - reminded members to use correct mailing list – Board vs. Members

 Send all information to Tinka to be published to web site

 Will set up “Google account - [www.google.docs](http://www.google.docs) –

 Dana will send out instructions after speaking with Tinka

* **Impact Award** – Jeanne DeMarko – there were six nominees – Need to research how to better advertize- Send out Impact Award Flyer May 1st (part of the Tactical Plan Committee)
* **Fundraising** –Spoke to this at Annual Meeting –

 Archives – Mary Campbell re-appointed Archives Chair

Paperwork for UNM Foundation – NMNWSE Archives – scan and attach to minutes

 Get clarification on shredding – get back if they do not think document is researchable

Mary moved we accept – Yolanda Seconded

* **Public Outreach** – Laurie Marnell appointed

 School to World – canceled

 On Tactical committee

 Go to HR departments

 Flyer on Website

* **Elections** – Yolanda King –
* **Liaison for Girls Collaborative** – Cheri Burch appointed Liaison
* **EYH** – Tote Bags ordered – get estimate from Beca – in the past we have ordered upwards of 750

Reminder - NMNWSE logo has to be on Bag

* **Future Board Meetings-** 10:00 A.M 2nd Saturday of every other Month

 December 14 UNM

 February 8 UNM

 April 5 Socorro – State Fair

 June 14 Santa Fe

 Aug 9 Albuquerque

 Oct Annual meeting

Meeting Adjourned 10:20

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| **Action Items** |  |  |
| Elizabeth had Insurance Issue | Alternative wording from last year’s Annual Meeting |  |
|  | Add on-line Careers book |  |
|  | Membership event |  |
|  | Insurance: look to other organizations as riders |  |
| Amber | Ad Hoc committee for recruitment and membership  |  |
|  | Next Annual Meeting to include Membership event |  |
| Phyllis Baca | we need to also put emphasis on Tactical Plan right away |  |