

American Institute of Professional Geologists

Fourth Quarter Executive Committee Meeting

Day: Saturday, November 2, 2024
Time: 1000 – 1730 (all times Central Daylight Time)
Location: WSP (Creve Coeur Centre I, 701 Emerson Rd, St. Louis, MO 63141) & via [Zoom](#)
Required attendees: 2024 national officers, 2024 advisory board representatives, and national office staff
Optional attendees: national committee chairs, visitors, and guests

Please read/refresh

1. [AIPG Bylaws](#)
2. [AIPG Strategic Plan](#)
3. [AIPG Code of Ethics](#)
4. Voting Notes: Every person with a vote (officers and advisory board representatives) may choose to vote yes (yea), no (nay), or to abstain.
 - [Robert's Rule of Order Cheat Sheet](#) (website)
 - [Robert's Rules of Order Cheat Sheet](#) (6-page PDF)

Parliamentarian: Executive Director Johnson

1000 (CDT) 1. Call to Order – President Schmitt
(Open the Zoom meeting)
Welcome and introduction

1005 2. Roll Call – Secretary Andrews (indicate present [P] or absent [A])

Executive Committee Officers (section affiliation)

President Shanna Schmitt (MN)	☐ P	☐ A
President-Elect Sara Pearson (MI)	☐ P	☐ A
Past President Dawn Garcia (AZ)	☐ P	☐ A
Vice President Todd McFarland (TN)	☐ P	☐ A
Secretary Robert Andrews (OH)	☐ P	☐ A
Treasurer Mark Schaaf (Capitol)	☐ P	☐ A
Editor Adam Heft (MI)	☐ P	☐ A
Early Career Professional Brigitte Petras (OH)	☐ P	☐ A

Executive Committee Advisory Board Representatives (section affiliation)

Representative Mark Howell (IL/IN)	☐ P	☐ A
Representative Andrew Jones (CO)	☐ P	☐ A
Representative Paula Leier-Engelhardt (WI)	☐ P	☐ A
Representative Clint Noble (FL)	☐ P	☐ A

AIPG National Office Staff

Executive Director Aaron Johnson, CPG (CO)	☐ P	☐ A
Assistant Director Wendy Davidson	☐ P	☐ A
Manager of Professional Services Cathy Duran	☐ P	☐ A

1010 3. Confirmation of a Quorum – Secretary Andrews

Do we have a quorum? ☐ Yes ☐ No

An AIPG ExCom quorum is defined as a minimum of 6 members of the Executive Committee, at least half of which are officers.

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The Majority amount for this meeting is at least 7.

1012	3.	Introduction of Observers and Visitors – President Schmitt <i>Introduction of non-voting members and guests</i> Deanna Wolfe, MEM (MO), MO Section President Chris Hogan, CPG (MO) and incoming AIPG Vice President Matt Rhoades, CPG (MO) and 2025 Annual Conference Chair
1020	4.	Announcements – President Schmitt <i>Our use of Roberts Rules/Parliamentarian, our hybrid meeting equipment/etiquette, breaks/meals, exits/emergency exits, bathrooms, etc.</i>
1025	5.	Presentation/Review of Agenda – President Schmitt a. Any additions/changes to the agenda
1030	6.	Previous Meeting Minutes – Secretary Andrews a. <u>ACTION ITEM</u> : MOVE to approve the minutes of the September 20, 2024, Executive Committee Meeting b. Summary of voting conducted electronically since August 10, 2024
1035	7.	Foundation of the AIPG – Chair Lawless
1040	8.	Leadership Reports, Committee Reports, and Discussion (reports in meeting book) <i>Committees chaired by non-Executive Committee members will be heard first.</i> <i>Please limit your summary to less than 5 minutes.</i> a. Screening Committee – Barbara Murphy, CPG (AZ) a. Report attached b. Ethics Committee – David Heidlauf, CPG (IL/IN) a. Report attached c. Academic-Education Committee – Ron Wallace, CPG (GA) a. Nothing to report d. Diversity and Inclusion <i>Ad Hoc</i> Committee – Anna Sutton, MEM (IL/IN) a. Verbal report e. SME Intersociety Liaison <i>Ad Hoc</i> Committee – Deanna Wolfe, MEM (MO) a. Verbal report f. Women in Mining <i>Ad Hoc</i> Committee – Cat Maguire, CPG (OR/WA) & Varina “Terikaniaq” Zinno, CPG (AK) a. Nothing to report g. Geological Society of America (GSA) Professional Development Committee – AIPG Representative – Dylan Young, MEM (MN) a. Nothing to report h. Global Geoscience Professionalism Group (GGPG) – AIPG Representative – Thomas Herbert, CPG (FL) a. Nothing to report

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- i. President, Membership *Ad Hoc* & Nominating Committees – Shanna Schmitt, CPG (MN)
 - a. Report attached
- j. President-Elect – Sara Pearson, CPG (MI)
 - a. Verbal report
- k. Past President, AIPG Structure Exploratory *Ad Hoc* Committee, & Exploratory *Ad Hoc* Committee – Dawn Garcia, CPG (AZ)
 - a. Past President’s report attached
 - b. Nothing to report on the AIPG Structure Exploratory *Ad Hoc* Committee, & Exploratory *Ad Hoc* Committee
- l. Vice President & Honors and Awards Committee – Todd McFarland, CPG (TN)
 - a. Nothing to report
- m. Secretary – Robert Andrews, CPG (OH)
 - a. Report attached
- n. Treasurer, Finance Committee, & Mentorship Program – Mark Schaaf, CPG (Capitol)
 - a. Report attached
- o. Editor, including TPG – Adam Heft, CPG (MI)
 - a. Verbal report
- p. Early Career Professional – Brigitte Petras, ECP (OH)
 - a. Verbal report
- q. Advisory Board Representatives (4)
 - Mark Howell, CPG (IL/IN)
 - a. Report attached
 - Representative Andrew Jones, MEM (CO)
 - a. Nothing to report
 - Representative Paula Leier-Engelhardt, CPG (WI)
 - a. Verbal report
 - Representative Clint Noble, CPG (FL)
 - a. Verbal report

1145	9.	Executive Director Update & National Office Update – Executive Director Johnson
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1200		LUNCH BREAK - time certain (60 minutes)
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1300	10.	Update on the 2025 Annual Conference - Manager of Professional Services Duran
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1315	11.	International Clearing House for Geologists – Director Johnson
		Idea from Thomas Herbert, CPG (FL) for the AIPG Professional Advancement Portal (PAP)

1345	12.	Unfinished Business – President Schmitt
		a. Suggested edits to the Bylaws
		b. Review of draft Position Descriptions to be included in the 2025 AIPG Executive Committee Handbook a. Time for promotional videos (30-60 seconds)
		c. Acknowledgement of companies supporting AIPG National Officers: format, contact information, etc.

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- d. International field trips for 2025 and 2026
 - a. Cornwall's Fabulous Geology, May 8-16, 2025, with Down to Earth
 - b. Morocco, October/November 2026
- e. Reduced dues for low-income countries
- f. Status of the JORC *Ad Hoc* Committee
- g. Status of Memorandums of Understanding (MOUs) in the works
 - a. Environmental and Engineering Geophysical Society (EEGS)
 - b. Association of Engineering Geologists (AEG)
 - c. Mining and Metallurgical Society of America (MMSA)
 - d. National Ground Water Association (NGWA)
- h. Future annual conference locations
 - a. 2025 – October 4-7, 2025, in St. Louis, MO
 - b. 2026 – Duluth, MN, dates TBD
 - c. 2027 – TBD
 - d. 2028 – TBD
- i. 2025 Executive Committee meeting dates
 - a. Check-in meeting: Friday, January 17, 2025, at 2:00 pm ET via Zoom
 - b. First quarter meeting: Saturday, February 22, 2025, in Denver, CO**
 - c. Check-in meeting: Friday, March 21, 2025, at 2:00 pm ET via Zoom
 - d. Check-in meeting: Friday, April 18, 2025, at 2:00 pm ET via Zoom
 - e. Check-in meeting: Friday, May 16, 2025, at 2:00 pm ET via Zoom
 - f. Second quarter meeting: Saturday, June 21, 2025, via Zoom**
 - g. Check-in meeting: Friday, July 18, 2025, at 2:00 pm ET via Zoom
 - h. Check-in meeting: Friday, August 15, 2025, at 2:00 pm ET via Zoom
 - i. Check-in meeting: Friday, September 19, 2025, at 2:00 pm ET via Zoom
 - j. Third quarter meeting: Saturday, October 4, 2025, in St. Louis, MO (in conjunction with the Annual Conference)**
 - k. Check-in meeting: Friday, November 21, 2025, at 2:00 pm ET via Zoom
 - l. Transition meeting: Friday, December 5, 2025, via Zoom**
 - m. Check-in meeting: Friday, December 19, 2025, at 2:00 pm ET via Zoom

1700	13.	New Business – President Schmitt <i>If needed</i>
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1715	14.	Executive Session <i>If needed</i>
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1730	15.	Adjourn – President Schmitt a. Next Executive Committee meeting on January 17, 2025 b. <u>ACTION ITEM</u>: MOVE to adjourn the Executive Committee Meeting
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