

Minutes of the Second 2017 MSA Council Meeting

Friday and Saturday, 19-20 May 2017
Mineralogical Society of America Offices
3635 Concorde Pkwy Ste 500, Chantilly, Virginia

Friday, 19 May 2017

Attending:

George Harlow, President
Michael Brown, Vice-President
Thomas Duffy, Treasurer
Bryan Chakoumakos, Secretary
Peter Nabelek, Councilor
Matt Kohn, Councilor
Sarah K. Carmichael, Councilor
Sarah C. Penniston-Dorland, Councilor
Abby Kavner, Councilor (attended by Skype)

Not Present:

Rebecca Lange, Past President
Rajdeep Dasgupta, Councilor

Visitors:

J. Alex Speer, MSA Executive Director
Rachel Russell, Managing Editor, *American Mineralogist*
Peter Heaney, Chair, Centennial Celebration Committee
Steve Shirey, Member, Centennial Celebration Committee
John Hughes, Chair, Benefactor Committee (attended by phone, until 3 pm))
Jenny Herrera, CPA, CGMA, Rubino & Company (after 5 pm)
Kristi Bailey, Editorial Assistant, *American Mineralogist*
Christine Elrod, Assistant Managing Editor, *American Mineralogist*
Everett Johnson, Accounts Coordinator
Sean Karoly, MSA intern, M.S. Student George Mason University, Virginia

Note: Motions and Council action items are presented in *italics*; SoC = sense of Council

ITEMS

[1] 12:30 PM, Meeting called to order by George Harlow, those attending were introduced.

[2] Revisions to the Agenda were approved.

Matt Kohn moved that the agenda be approved by Council, Steve Shirey seconded. Motion passed unanimously.

[3] Centennial Celebration report was presented by Peter Heaney.
Considerations discussed:

- a) June 20-21, 2019 are the tentative dates. Overall unifying theme (name) of the meeting is "MSA Centennial: The next 100 years." Format: 1.5 days; 10 broad topics none in parallel (see attached suggestions); 2 speakers per symposium with moderated general discussion; two 20 min invited talks for each. Invite speaker/focus/moderator suggestions from MSA list-serve like the format of the AAAS annual meeting. Poster session (Friday afternoon). Sep-Oct deadline for proposal suggestions from the membership this year, 2017 for Centennial sessions.
- b) Location: Carnegie [limitation of ~400, and limited (~30) poster space], Univ. Maryland (size not an issue). National Museum of Natural History (Smithsonian) reception (7 PM Thursday evening).
- c) Prequel activities: e.g., sessions at IMA and Goldschmidt; GSA in 2018. Solicit session proposals from list-serve. Other meetings? What else? Promote the centennial with a blurb/article in a multidisciplinary publication, e.g., Science magazine; do lectures in schools (various levels) and mineral collecting clubs talking about mineral sciences, make 2019 the year that everyone does it (anyone that does so, receives a merit badge of sorts).
- d) Sponsorship opportunities: poster session, evening event, meeting itself
 - a. Frequent donors to the Smithsonian would be approached, and could be engaged to participate in some way (e.g., donate a special mineral). GIA sponsorship?
 - b. Commercial donors are possible; each would have to be individually approved by Council.
 - c. Coordinate our endowment fund-raising with the centennial.
 - d. Graduated registration fees: professional, student; ~\$200.

Concerns: Getting high quality speakers; attracting good attendance; broad program makes it more challenging. Target specific speakers by committee combined with open solicitation. How do we ensure that we get enough sufficiently good proposals? And ensure that everyone has an opportunity to participate? Importance of the poster and student participation (that moves venue to Univ. Maryland) is agreed. Budget?

Peter Heaney will communicate to council a draft of the email that will be posted to the list-serve. Expectation is that this will be widely circulated to solicit proposals for the centennial meeting.

Aside:

MSA sponsorship of sessions at GSA are limited in number, typically limited to sessions in honor of the MSA awardees. Our liaisons need to be more effective at asking the proposers of any topic relevant session to include MSA as sponsors. Our own members should be making sure that the MSA is identified as sponsor when they submit session ideas. This could be remedied by the meeting program chairs, and also by reminding the people submitting sessions to do it. The liaisons need some remedial training or perhaps some new blood. Email all of the MGVP members, and the MSA list-serve in the future. This year, George Harlow will contact the 2 liaisons to GSA. MSA does not have a reputation as a meeting sponsor, since we do not fully sponsor any meetings. Do we need to improve our identity at meetings? Meeting participations is important to for name recognition and as a promotion tool. We need to ensure that there will be some MSA Centennial prequel sessions proposed for 2018.

[4] Long Term Financial Planning

a) Future of the J.B. Thompson, Jr. Fund contributions.

Last council meeting the idea was raised, and a motion made to combine the Mineralogy-Petrology Fund with the J.B. Thompson, Jr. Fund. In the interim, Alex Speer spoke with the original proposer, Mark van Baalen, of the J.B. Thompson, Jr. Fund, and he was hesitant of this idea. van Baalen's thinking was that the recognition of J.B. Thompson, Jr. Fund would be diminished. Merging the two funds, yet retaining the name J.B. Thompson, Jr. in the name of the fund likely would be more receptive to van Baalen.

Michael Brown moved to amend the original motion that the merged fund would be named the J.B. Thompson, Jr. Mineralogy & Petrology Fund. Peter Nabelek seconded.

Vote on the motion tabled to the Fall, after Alex Speer checks with Mark van Baalen if this idea is acceptable.

b) Benefactor's committee activities and suggestions

We need more endowment money, e.g., the lectureship program needs about \$1,000,000 to be sustainable. Companies that are somehow involved in energy industry should be considered but this requires research. It would be helpful to have MSA members who work for big companies to help advocate and facilitate corporate donations to MSA. Another idea is to target individual wealthy people, MSA member or not.

MSA needs several individuals willing to take on these tasks. Knowing who among our membership might be candidates to approach for donations would be a good starting point

There are three parts or "sub-committees" to the Benefactors Committee:

- Membership Giving - largely done by the office on the membership renewal forms, or any summer appeal
- Corporate Donations - the "Benefactor Program" in the original, limited sense
- Capital Campaign - the "Second Century Campaign"

The reason these were not made separate - Council did not want to increase the number of committees. Perhaps not a bad reason as each requires a different approach and people.

=> While John Hughes has remained responsible for the "Corporate Donations" portion, he has asked to step down. This leaves all three committees empty.

The Financial Advisory and Audit Committee (FAAC) (Section 6) expresses concern about the likelihood that in the future MSA may need to draw more dollars out of the endowment for recurring operating expenses. A principal, but not the only, factor driving this is the transition we will undergo when Executive Director Alex Speer retires in 2019. With appropriate notice, at least a year, we can increase the current income from endowment, but only for a limited period of time. The problem is that taking more income today means less principal to grow for the future, and ultimately less available income in the future.

The best and most logical solution to this problem is to increase the size of our endowment. The most realistic way to raise significant amounts of endowment money is through bequests and testamentary gifts.

⇒ FAAC recommended that Council adopt appropriate strategies to advertise and enhance this form of giving.

No action taken by Council.

c) Part time Development position

George Harlow suggested we identify a person with this type of experience to provide advice and that their activities be remunerated. For instance, what is the right wording to put in an initial contact letter. Other societies have separate foundations with fund-raising as their soul activity. This would be in addition to John Hughes replacement. One source of individuals to target was suggested by Bryan Chakoumakos is the Giving Pledge list of billionaires, that have pledged to give away half of their worth through philanthropy. Sarah Carmichael inquired why we can't make it easier for individuals to make small donations, e.g., online. Alex Speer cautioned that fund-raising among the general public is specially regulated, and would require registration (with fees) in a majority of the states. In addition, fund-raising from the general public would require annual filings in each of the states. Currently, MSA gets about ~\$50,000 a year in gifts, which are largely from members, which is allowed without registrations and filings, and from a few corporate benefactors. John Hughes recommends getting a concrete list of potential donors, then begin the work of multiple discussions with them that will be needed get the donations.

Sarah Carmichael moved that we should pursue how to find such person(s) knowledgeable about fund-raising development that could provide us with essential advice. Matt Kohn seconded. Motion passed unanimously.

d) Other

=> The Benefactors Committee asked MSA Council members to relay any prospective donor corporations and contacts therein to John M. Hughes, Chair of this committee.

Participation in Meetings & Inter-society relationships

[5] Participation in Meetings - how to have an enhanced identity and more activities

[repeated from 3] MSA sponsorship of sessions at GSA have been limited in number, typically limited to sessions in honor of the MSA awardees. Our liaisons need to be more effective at asking the proposers of any topic relevant session to include MSA as sponsors. Our own members should be making sure that the MSA is identified as sponsor when they submit session ideas. This could be remedied by the meeting program chairs, and also by reminding the people submitting sessions to do it. The liaisons need some remedial training or perhaps some new blood. Email all of the MGVP members, and the MSA list-serve in the future. This year, George Harlow will contact the 2 liaisons to GSA. MSA does not have a reputation as a meeting sponsor, since we do not fully sponsor any meetings. Do we need to improve our identity at meetings? Meeting participations is important to for name recognition and as a promotion tool. We need to ensure that there will be some MSA Centennial prequel sessions proposed for 2018.

Another issue is to avoid the overlap of MSA sponsored sessions including poster sessions, for instance, during the awards sessions. We need better monitoring for these conflicts.

More fundamentally, MSA needs more involvement in planning the scientific program for the meeting that supports MSA interests.

a) GSA. Background

The MSA Liaison to the GSA reported that at the GSA Associated Societies meeting, GSA wanted to know how it can facilitate participation of the Associated Societies in developing the scientific program at meetings.

b) *Regional meetings.* Executive Director and the President suggest that it might be more beneficial to the science and the Society by having MSA

represented at regional meetings such as GSA Section meetings and by having increased presence at mineral shows in addition to the Tucson Show. These would be possible alternatives or additions to the usually suggested student grants.

Alex Speer hosted a booth at two regional GSA meetings (2010 NE-SE GSA, and 2017 SE GSA); these are mostly attended by undergraduates. It proved to be a successful event in terms of outreach about mineralogy and petrology, and it was apparent that the general trend in undergraduate geoscience education is failing to inform students about specialty societies like MSA. Should we create an ambassador program for MSA? There are ~6 regional GSA meetings annually. Providing materials from MSA Office for representatives to be advocates for the society. Getting responsible individuals could be encouraged by some recognition by MSA. MSA could reimburse expenses of the booth and the attendees' registration. A single coordinator could make this all happen. More MSA involvement at the regional GSA meetings likely would be a good investment for the future, and a great recruitment tool for new members.

Council agreed that this would be a great outreach effort. Sarah Carmichael agreed to draft an outline of how this would work by September.

c) *Goldschmidt.*

MSA members get discounted registration in alternate years (i.e. for the Geochemical Society sponsored meetings), and MSA short courses can be held in conjunction with the meeting, but these are not included in the Goldschmidt administration support contract. Is the Geochemical Society receptive to greater participation in Goldschmidt by MSA? Council has come up with ways to strengthen MSA relationship with the Goldschmidt meeting. Could MSA sponsor social event at Goldschmidt? The current meeting program seems to lack time and space for such.

Michael Brown suggests we ask the Geochemical Society to add a new theme labeled Mineralogical Society of America, provided that it fits the particular overall meeting theme. The meeting has 24 thematic sessions. Steve Shirey, the current liaison with the Geochemical Society, will pursue this idea. MSA could participate in their breakfast mentorship program. A notice will be sent out via the MSA list-serve by George Harlow.

d) *European Mineralogical Conference.* The MSA Liaison to the European Mineralogical Union (EMU) reports that EMU would like to see increased joint activities together with the Mineralogical Society of America in terms of schools and short courses. At the moment this may be made easier in that the current EMU President is former MSA President Michael Carpenter - University of Cambridge, U.K.

EMC happens every 4 years, MSA could join in as a co-sponsor for a future meeting, e.g., 2020. That would be the third meeting. This would largely target the European community.

Michael Brown will find out more information about the EMU and EMC.

e) *Tucson Mineral Show.* Background.

Since 1974 there has been a MSA-FM symposium at the Tucson Gem and Mineralogy Show. This morphed into the MSA-FM-TGMS Symposium. After the passing of Eugene Foord, MSA contributions and efforts diminished and it was often just termed the TGMS-FM Symposium. At the general FM membership meeting on February 7, 2017, because there is insufficient support from “other organizations”, it was proposed to amend FM’s Operating Regulations to remove the requirement for the TGMS Symposium. There will be one more TGMS-FM Symposium in 2018, after that this symposium will be an option and not an obligation.

SoC Since MSA’s involvement has diminished, we will let this support run out.

[6] Inter-society relationships

Most are informal and simply provide noteworthy news relevant to MSA. Others are more formal, with real collaborations, and back-and-forth communications.

- a) the function of liaisons
- b) revised MSA-GS agreements (on RiMG’s and Goldschmidt)
- c) raise the international profile of MSA
- d) MSA has relationships with a number of organizations. MSA’s involvement, while widespread, varies in degree and success. Some relationships are significant, on-going, and well-organized (GSW, GSA, Elements) and others, not so much.

Significant challenges to make these relationships work:

- deciding what MSA wants or needs to accomplish
- determining the best co-operation partners
- selecting an effective liaison
- learning how to co-operate on a sustainable basis

From the 2015 Fall Council Meeting Agenda:

Society	MSA’s relationship
American Crystallographic Association (ACA)	lapsed business agreement (1964)
American Geoscience Institute (AGI)	Member Society (1948)
American Geophysical Union (AGU)	Memorandum of Understanding (MOU) (2012)
American Geophysical Union (AGU-VGP Section)	working partner for AGU MOU(2012)
American Geophysical Union (AGU-Mineral Physics)	Occasional report on activities
Clay Mineral Society (CMS)	business agreement (2006)
Coalition on Publishing Data in the Earth and Space Sciences (COPDESS)	Statement of Commitment (2014)
EarthCube	informal
Elements magazine	Participating Society (2005)
European Mineralogical Union (EMU)	informal (2000)
Friends of Mineralogy (FM)	informal (1970)
Gemological Institute of America (GIA)	Informal (2007)
Geochemical Society (GS)	two agreements: co-publishing the Reviews (1998), Goldschmidt Conference (2009)
Geological Society of America (GSA)	Associated Society (1920)

Geological Society of America Mineralogy, Geochemistry, Volcanology, Petrology (MGPV) Division	Adhering Society (2005)
Geological Society London (GSL)	Associated Society (2014)
Geological Society of Washington (GSW)	business agreement (1985)
GeoScienceWorld	Founding Society (2001); Contract (2004)
Hudson Institute of Mineralogy (HIM)	informal (2003)
International Humic Substance Society	business agreement (2008)
International Kimberlite Conference	informal (1995)
International Mineralogical Association (IMA)	Adhering Organization (1958)
International Natural Zeolite Association (INZA)	business agreement (2011)
Meteoritical Society (MetSoc)	business agreement (2007)
MinDat.org	informal
Mineralogical Association of Canada (MAC)	informal (1996)
Mineralogical Society of Great Britain and Ireland	informal(1995), MOU (2014)
PanAmerican Current Research on Fluid Inclusion (PACROFI)	lapsed business agreement (2008)
Science Education Resource Center (SERC)	informal (2008)
Society of Mineral Museum Professionals (SMMP)	Informal (2006)

SoC: We should review each of these relationships and drop those that have had no significant activity, and strengthen those that are most important to MSA.

[7] Impending MSA staff changes, Executive Director and part-time accountant

The plan for an Account Manager is in the Executive Director's report because the position is coming up this year.

The 2013 MSA President, John Hughes, asked Executive Director to describe to Council his views on MSA and the future. It was then that a possible succession plan was presented to Council. These are in the Minutes of the Third 2013 Council Meeting minutes (http://www.minsocam.org/msa/Minutes/13_3.pdf (page 14-16)). Item #7 is brief, but remains unchanged:

“A. Speer noted he is getting older and thinking about future retirement plans. He would prefer some overlap with his successor to assure smooth running of the society. He expects to continue with the Society until the end of the Centennial period.”

Basically we need to search for a successor during 2018, with that individual to be in place before the start of 2019 and overlap for a year's cycle of MSA operations.

Rubino & Company, the accounting firm that MSA uses can provide 3 candidates for the account manager from their applicant pool. MSA is preparing the office space now and the job description. Account manager should be hired by the end of 2017.

Alex Speer's successor should overlap for ~1 year if possible to learn how the MSA operates. One candidate successor has inquired about the position, but the name was not made known. Recruiting another mineralogist, petrologist, or geochemist for the Executive Director is expected. How do we search and recruit? By committee? How will the interviews be conducted? There is no formal contract with the Executive Director currently, but Thomas Duffy suggests that this might need to be changed. Employment of all staff is governed by an employee handbook. Advertising should begin in about 1 year. Having the interviewees visit MSA Headquarters is a must. The interview presentation would likely be a vision statement for MSA. Letters of recommendation would be collected. The process would be similar to hiring a faculty member, and the approval would be by the Executive Committee. The job advertisement should be posted in relevant professional society outlets.

[8] Other issues and ideas not covered Saturday

- a. Steve Shirey conveyed that the Dana Medal Committee internal communications was poor in 2015 and 2016. Main complaint - insufficient time was allowed for discussion.

SoC: Handbook for the Dana Medal and all award committees will be circulated to all of the committee members. The chair must solicit opinions in an equitable way, and include all of the committee members in all communications. The report to council should be approved by the committee prior to submission.

Rubino & Company

Jenny Herrera, MSA lead auditor Rubino & Company, introduced herself to the Council and described her experience and willingness to help with MSA's accounting, financial, and fiduciary needs. She has been working with MSA for ~15 years. She had a further private discussion with Thomas Duffy, Treasurer.

The Council meeting from Friday was adjourned at 5:09 pm.

Saturday, 20 May 2017

[9] Council meeting began 8:07 AM; Roll Call and Introduction by the President of those attending.

Attending:

George Harlow, President
Michael Brown, Vice-President
Thomas Duffy, Treasurer
Bryan Chakoumakos, Secretary
Peter Nabelek, Councilor (leaving at 2PM)
Matt Kohn, Councilor (leaving at 2PM)
Sarah K. Carmichael, Councilor
Sarah C. Penniston-Dorland, Councilor
Abby Kavner, Councilor (attended by Skype)
Rebecca Lange, Past-President (attended by Skype, after 1:15 pm)

Not Present:

Rebecca Lange, Past-President
Rajdeep Dasgupta, Councilor

Visitors:

J. Alex Speer, MSA Executive Director
Rachel Russell, Managing Editor, *American Mineralogist*
Gordon Nord, MSA Webmaster

[10] Revisions to the Agenda, approval of the remaining Agenda.

[11] Accept Reports to Council containing no questions or action items as a group. Reports will be acknowledged by Secretary.

Nominating Committee for Officers,
Editor of the *Reviews in Mineralogy and Geochemistry* & Monographs Series,
MSA Society News Editor for *Elements*,
Editor *Handbook of Mineralogy*,
MSA Representative to Elements Magazine,
MSA Representatives to the *GeoScienceWorld* Board of Directors and to the
GeoScienceWorld Advisory Council,
MSA Meetings Coordinator,
Short Course Committee,
Workshop Coordinator,
MSA Webmaster,
Lecture Program Committee,
Lecture Program Administrator,
Bloss Crystallographic Fund Committee,
Roebing Medal Committee,
Dana Medal Committee,
MSA Award Committee,
Distinguished Public Service Award Committee,
Nominating Committee for MSA Fellows,
Kraus Crystallography Grant Committee,
Min/Pet Grant Committee,
Representatives to AGI, CMS, EMU, GS, GSA, GSA-MGPV, IMA, SMMP,
Special Interest Group on Pegmatites.

Not heard from:
Membership Committee,
Earth Materials Data journal,
Representatives to ACA, AGU (Fall Meeting, VGP Section, Mineral Physics), FM, GIA,
ICDD,
Special Interest Group on Planetary Materials

Matt Kohn moved that we accept the agenda and the committee reports requiring no action by Council, Sarah Penniston-Dorland seconded. Motion passed unanimously.

The Secretary will acknowledge committee reports and convey any pertinent council actions.

[12] Review of Executive Committee actions

- a) Distinguished Lecturer Series: The MSA Executive Committee approved the roster of MSA Distinguished Lecturers for 2017-2018 as selected by David Peate and the MSA Distinguished Lecturer Committee. The 2017-2018 MSA Distinguished Lecturers (Section 21(b)):
- Zachary D. Sharp, Dept. Earth & Planet Sciences, University of New Mexico, Albuquerque, NM, USA: (1) *The neglected middle son: ¹⁷O in paleoclimate.* and (2) *The primordial sources of Earth's water*
 - Clara S. Chan, Dept. Geological Sciences, University of Delaware, Newark, DE, USA: (1) *The tiniest architects on Earth: how microbes make minerals.* and (2) *Using modern Fe-oxidizing microbes to unravel the evolutionary and geologic history of Fe oxidation*

- Jon Blundy, Dept. Earth Sciences, University of Bristol, Bristol, UK: (1) *From Ores to Eruptions - rethinking the architecture of magmatic systems* and (2) *Mount St. Helens Volcano - a natural laboratory paradise for petrologists.*
- b) There was an appeal to the Executive Committee by an author over an editorial decision by *American Mineralogist* Editor. We received a request to review a decision not to accept or review a critique of a paper that appeared in *American Mineralogist* in 1987. A long discussion ensued which led to the Executive Committee Chair contacting the author(s) and suggesting a different approach, that of submitting a manuscript with new data that related to the interpretations of the 1987 paper. The author accepted the suggestion in conversation, so the issue has been resolved, at least for the time being.

Other items for action or discussion from the President's Report are taken up under the appropriate sections during the meeting.

Dues, subscriptions, and finances

[13] Determine the member and institutional *American Mineralogist* and *Reviews* subscription rates as well as member dues for 2018. From the Treasurer (Section 4):

- a) for *American Mineralogist* & *Reviews* subscription rates:

<u>Category</u>	<u>Current</u>	<u>2018 Proposed</u>
MSA members		
US AmMin (print + electronic)	\$120	\$125
Non-US AmMin (print+ electronic)	\$130	\$135
AmMin (electronic-only, with dues)	\$10	\$10
RiMG (electronic-only)		\$100
Institutions (AmMin+RiMG+Elements)		
US (print+ electronic)	\$1,075	\$1,100
Non-US (print + electronic)	\$1,100	\$1,125
Institution (electronic)	\$975	\$1,000
Multi-site Institution (negotiable)	\$1075+	\$1,100+
Institutions (RiMG)		
US RiMG (print+electronic)		\$315
non-US RiMG (print+electronic)		\$335
Institution RiMG (electronic)		\$275
Institutions (GSW- subscribers)		
GSW Institutions - RiMG	\$135	\$135
GSW Institutions - AmMin	\$190	\$200

- b) recommends that 2018 dues for regular and student members be maintained at current levels, \$80 and \$20 respectively, with \$10 of each committed for the journal as above.

Matt Kohn moved to accept that 2018 dues for regular and student members be maintained at current levels, \$80 and \$20, respectively, with \$10 of each committed for the journal, Sarah Carmichael seconded. Motion passed unanimously.

[14] The Treasurer and MSA Executive Director provided brief updates on MSA membership numbers, subscriptions, and MSA finances (Section 4 and Section 6).

MSA is flush this time of year, after dues, subscriptions have been paid, and it is the most significant publication sales season. The endowment has increased as a result of the run up in the stock market. Institutional subscribers are holding level. Financial status looks good.

[15] The Financial Advisory and Audit Committee (FAAC) (Section 6) notes that the investment policy has no guidelines on how much investment income *could* be transferred to operations to support the annual budget. Best practice in the nonprofit world limits transfers from endowment to current income in the range of 3% to 4.5% of the total endowment, when that endowment is managed on a total return basis as is MSA's. Some institutions adjust this percentage up and down annually in response to changing market conditions, while others average market conditions over a longer period of time. A rolling average of some kind may be the best for MSA. Given that MSA has six endowment funds, with five having designated uses, the simplest policy would be to limit operational transfers to/from the Roebling Fund.

→ *Accordingly, FAAC recommends a maximum figure of 4% of the Roebling Fund. The FAAC is not recommending recurring transfers from endowment to operations, but suggests that an in-place guideline on such matters for the future is advisable. FAAC requested that Council consider this addition to our investment policy, with exact wording to be voted at the Fall 2017 meeting.*

Matt Kohn moved that we limit transfers from endowment to current income not to exceed 4% of the Roebling Fund, Peter Nabelek seconded. Motion passed unanimously.

People - committees, officers, appointed posts, and staff.

[16] From the Committee on Committees (Section 7, Appendix A)

- a) consider, amend where necessary, and vote on the proposed list of committee members and chairs.
- b) Authorize the MSA Secretary to contact individuals in the order(s) listed (except when restricted by guidelines for the position.)
- c) The Committee asks Council to consider whether a liaison between MSA and AGU is required.

Executive Director's note: Should this be a liaison with AGU, AGU's VGP Section, both, neither? It would be nice to have more information about AGU plans that might affect MSA. The problem in liaising with AGU or its various subgroups is that AGU does not formally recognize or have a place for liaisons as does GSA.

Liaison to AGU is questioned as having little benefit to MSA since AGU does not acknowledge this official roll. Possible candidates would be current MSA members on the AGU council.

Matt Kohn moved that we accept the Committee on Committee recommendations for new members and chair assignments, and that these candidates will be contacted by the Secretary; Thomas Duffy seconded. Motion passed unanimously.

[17] Personal items from other reports:

- a) John Hughes asks to be replaced as Chair of the Benefactor Committee (Section 9). Last year he agreed to remain as Chair of the Benefactor Committee – Corporate Benefactors at the request of Becky Lange until a replacement was found. He again asks to be replaced.

John Hughes's actions include contacting annually about a dozen companies requesting donations.

George Harlow will contact suggested replacement candidates: Roberta Rudnick, John Eiler, and Bob Downs.

- b) The *American Mineralogist* Editorial Office is asked for recommendations for a person who might be Book Review Editor.

Dr. Elizabeth Baedke Johnson has accepted the role. She is in the Dept. of Geology and Environmental Science at James Madison University, Harrisonburg, Virginia.

- c) The Workshops Committee (Section 19(b)) asks for replacements of retiring members Mark Rivers and David J. Vaughan.

The Committee on Committees report included recommended replacements.

Operational

[18] The Executive Director has three operational items (Section 03):

- a) Council needs to confirm that the Third 2017 and First 2018 MSA Council Meetings will be held in Seattle, Washington, USA on Saturday 21 October 2017. The MSA Management Committee meeting will be held Friday afternoon or evening of 20 October 2017.

Council confirms the above dates and location of the Fall Council meetings.

- b) Council needs to give an indication about the location and timing of the Spring 2018 Council meeting so arrangements can be started. The 2017 Goldschmidt Conference will be in Boston, MA 11-17 August. It is late for a Spring Council meeting. GAC-MAC is 17-21 June in Vancouver, BC, Canada. The fallback location is the MSA Offices in Chantilly, VA.

Suggestions are Chantilly May 18-19 or Flagstaff GSA sectional meeting May 15-17 (Tue-Thu), 2018. The latter will be considered further. Decision is deferred until the Fall Council meeting. We should consider

what other attendees might be required for the Spring meeting, and consider the preferences of the new councilors.

The final decision about the location of the Spring meeting is deferred until the Fall Council meeting.

- c) The MSA Retirement Plan documents required amending to comply with a series of tax and pension law changes, including the Pension Protection Act of 2006 (PPA), Heroes Earnings and Assistance Relief Tax Act of 2008 (HEART), and Worker, Retiree and Employer Recovery Act of 2008 (WREERA). PPA was a comprehensive reform of the nation's pension laws since the enactment of the original Employee Retirement Income Security Act of 1974. It was prompted by the default in of several large defined benefit pension plans during the recession and established new funding requirements. The HEART Act has a variety of provisions that affect military personnel with the majority of the changes affecting National Guard and Reserve personnel. WREERA makes several technical corrections to the Pension Protection Act of 2006 (PPA) and provides limited relief from the then current economic crisis for plan sponsors.

TIAA has updated MSA's two Retirement Plan documents. It is required that MSA adopt the revised plans via the resolution:

A meeting of the Council of the Mineralogical Society of America herein referred to as "Institution," was held on the twentieth (20th) day of May 2017, in accordance with the Institution's bylaws. The Council approved the 403(b) Plan for Code Section 501(c)(3) Tax-Exempt Organizations (Account Numbers 368098/368099) for the benefit of the Institution's employees.

The following resolutions were offered, seconded and unanimously adopted.

BE IT RESOLVED that the Institution adopted the

- Mineralogical Society of America 403(b) TDA Plan 368099
- Mineralogical Society of America 403(b) DC Plan 368098

(the "Plans") to cover the Institution's employees to be effective 01/01/2017.

BE IT FURTHER RESOLVED, that the officers of the Institution be authorized and directed to execute any and all documents and do any and all acts which may be necessary in connection with the adoption, maintenance and ongoing funding of the Plans.

BE IT FURTHER RESOLVED, that the officers of the Institution be authorized and directed to retain any service providers they believe necessary or desirable in connection with the Plans.

CERTIFICATION

I, the undersigned, the Secretary of the Society do certify that the foregoing is a true, exact, and correct copy of a resolution adopted at lawfully held meeting of the Council of the Mineralogical Society of America on the twentieth (20th) day of May 2017.

[Signed, Bryan C. Chakoumakos]
[MSA Secretary]

Alex Speer reviewed the MSA retirement plans, managed by TIAA-CREF. The two MSA plan documents have recently been updated by TIAA-CREF.

Employees participate in one or the other. Annual tax document filing required. Currently \$1.3 million value, with 14 participants.

Sarah Carmichael moved that MSA adopt the modifications to the revised TIAA retirement plans, Matt Kohn seconded. Motion passed unanimously.

The documents for MSA to adopt the revised TIAA retirement plan modifications were signed by the Secretary.

Programs - Publications, Short Courses, Meetings, Lecture Program, Outreach, Policies, and website

[19] The Publications Director, Michael Brown (Section 11) asks for Council support of two journal policy items:

- a) Council is requested to support an increase in the rejection rate for submissions to the *American Mineralogist* and increased use of the “*American Mineralogist* Supplemental Materials” for methods, tables, datasets, and figures not necessary for the general reader as measures to limit the number of pages published to those supported by the approved budget.

Reducing the total number of pages will help to keep *American Mineralogist* within budget. Additional outcomes from this policy are that the quality of the journal will improve. The rejection rate is the percentage of manuscripts rejected. Excess page charges are an alternative incentive for authors to submit shorter manuscripts.

Matt Kohn moved that part a) above be adopted, Sarah Carmichael seconded. Motion passed unanimously.

- b) Original: Council is requested to support the present balance of content in the *American Mineralogist*, as expressed by the President in his recent letter in Elements (Section 1, Appendix A) and determined by the Editor.

Revised: Council is requested to support the balance of content in the *American Mineralogist* as determined by the Editor.

Creation of a Data Journal, in addition to its designed function, is a way to help maintain the balance of content in the *American Mineralogist*.

Michael Brown moved that part b) adopted as originally written, Matt Kohn amended the wording to read as revised above, Sarah Penniston-Dorland seconded. Motion passed.

[20] The MSA Secretary has suggested several PowerPoint slides prepared for MSA Distinguished Lecturers to use for promoting and acknowledging MSA (Section 2, Appendix C).

Apparently this had been done in the past, but has not been kept up.

SoC Sample slides should be provided to the MSA Lecturers each year, prior to August this year.

[21] The President recommends changes for the second item in the list of Ground Rules for using MSA-talk List (http://www.minsocam.org/msa/MSA_Talk.html, ~2800 signed up currently) (Section 1). These appear as insertions in *italics* in the existing language below:

- Do not use this system for delivery of personal mail (*including posts about political policy and social issues*), commercials, spam, or messages or items of a similar nature. *The MSA Executive Committee recognizes that political policy and social issues impact science and scientists, but there are other list-serves that are specially established for discussion of these matters.* Please restrict your usage of MSA-talk to its designed function. If you are not sure, then email the message to MSA Executive Director J.A. Speer j_a_speer@minsocam.org for review.

Messages were sent to MSA-talk that questioned policy changes of reporting science on federal government website and suggested action. The Executive Director in his capacity of MSA-talk overseer decided to prevent the continuation of government policy messages from being forwarded to the list, ostensibly censoring posts. Challenges to this oversight were sent to the President, to which he responded in concert with the Executive Committee that messages needed to restrict themselves to questions, discussion, announcements, etc. dealing with our science, discipline, and participants rather than extending to government policy (or political) issues.

Moderated versus un-moderated email list-serve; MSA lists-serve will continue to be moderated. We do not want the appearance of censorship nor do we want the list-serve to devolve into discussions not appropriate for the intended audience, which is the MSA membership and MSA supporters.

How do we moderate the conduct of the users versus moderating the content?

Michael Brown moved that Council table any decision at this point on the list-serve moderation/conduct, Matt Kohn Seconded. Motion passed unanimously.

SoC: Refine the guidance and rules of conduct for users of the MSA-talk; Abby Kavner and Matt Kohn were volunteered to make a draft to be discussed at the Fall Council meeting. Current guidelines are at http://www.minsocam.org/msa/MSA_Talk.html#groundrules

Matt Kohn Moved that the Executive Committee will be the moderator of MSA-Talk, when needed, and this will be communicated to the MSA-Talk list by George Harlow, Michael Brown seconded. Motion passed unanimously.

MSA membership

[22] Membership and Health of the Society

- a) Society Identity—what does it offer members, what more should we do
Lecture program, outreach, *American Mineralogist*, RIMGs, other publications are all identifiable successes. Our role in meetings is not as

strong as it could be, and we lose promotion of MSA because of that. The primary meeting for us is GSA. Historically, MSA had a committee to help organize sessions for the GSA meeting. That effort died off. That's about when the MGVP section of the GSA was born. Should we re-establish a committee to specifically do this? Or just assign a council member or VP to the task, who would work with the 2 GSA JTPC representatives. We need reminders to MSA-Talk to encourage session proposals prior to the deadline.

Sarah Carmichael moved that the Vice President chair a committee of 3 (VP + the 2 GSA JTPC representatives) to promote MSA sponsored sessions at GSA meetings, Matt Kohn seconded. Motion passed.

b) Membership—retention and growth

Report by Becky Lange continued the message to grow membership by fully highlighting the benefits of membership. For the membership survey Google Forms is maybe better than SurveyMonkey. The mechanism of conducting the survey will be the MSA-Talk list-serve. The purpose and use of the survey results should be stated up front. Another suggestion to add to the new membership form how the new member heard about MSA. Anonymous surveys are more effective. By mid-June, Becky will circulate the draft survey.

Sarah Carmichael suggested that we could add a “donate button” on the MSA web pages for members only, and not incur any additional paperwork. Note that fundraising activities soliciting from the general public are regulated by state law. Many states require charitable nonprofits to register with the state before the nonprofit solicits any donations. The total cost for registration in an aggregate of states is several thousand dollars, so we would to carefully way where this approach would yield a net gain. Approaching members-only by online solicitation seems to legally avoid complication.

Sarah Carmichael suggested a new level of membership, “collector affiliate” or “dealer affiliate” at a higher cost than a regular membership. In return, MSA supplies a dated certificate. We must be careful about modifying membership categories, because these are stipulated in the society bylaws. George Harlow also suggested different named “levels” for benefactors:

\$100 affiliate
\$500 supporter
\$2500 sponsor
\$10,000 benefactor

Sarah Carmichael moved that MSA establish these 4 levels for corporate donations, Matt Kohn seconded. Motion passed unanimously.

SoC: Make the online donation mechanism more prominent on the MSA web pages.

Lapsed member letters will be sent electronically, where possible.

Publications

[23] Future of publishing

a) Digital Printing.

- The *American Mineralogist* will be digitally printed starting with the July-August issue as the economics are now right.
- Copies of the *Reviews* for the last 3 short courses have been digitally printed. Quality is high, and have many color figures (examples, will be at the meeting). These are the type of things that attract good authors. We are exploring what the economics might be to do the entire print production that way.
- The newer MSA monographs have all been digitally printed (Bloss' *WWII, Mineralogy and Me: A memoir*; Skälwold and Bassett's *Double Trouble: Navigating Birefringence and Quartz: a Bull's Eye on Optical Activity*; DeMouth's *Care and Documentation of Mineral Collections*; as will Bloss' *Spindle Stage* book). This allows for full color and is the most economical method because the number of print sales are likely to be small.
- The European Mineralogical Notes that MSA sells on behalf of the EMU are all digital printed.
- MSA is exploring having the next printing of Dyar, Gunter, and Tasa's *Mineralogy and Optical Mineralogy* done digitally. It would be nice to have more color in the print edition, but more importantly we could just print each year's needs rather than having a print run of 5,000 and several years' worth of inventory.

MSA is exploring whether it is economical to have its own digital print setup in-house, or continue to outsource the printing. There are both advantages and disadvantages (Section 03, page 35-36).

- ⇒ MSA is evolving to digital print because of the maturing of the technology, changing markets, and reduced expenses. The question is out-sourced or in-house capabilities? 10-15 years ago MSA used a variety of printers and techniques to print renewal notices, labels, forms, brochures, award certificates, ballots and to copy its publications for reprinting or posting online. With the advent of modern, more capable "copy" machines all this was brought in-house and is done by one machine that has the added advantage of being networked with the office computers. In-house digital printing may present the same type of situation.
- ⇒ In-house printer would cost ~\$69,000 lease + ~\$48,000 annual cost. By making the transition to all digital printing, then an in-house effort could save money in long run, given that the current digital printing costs \$150,000 per year. With in-house digital printing available, the service could be provided to others.

SoC: More research on full costs for digital printer installation at MSA headquarters and a business plan for MSA in-house digital printing capability will be prepared by the Executive Director by the Fall council meeting.

- b) *De Gruyter*. Status of the current agreement (Section 03). The justification for signing up with De Gruyter and likely future.

Alex Speer reported we are effectively 2 years in to a 5-year experiment. Now we are up to \$26,000 revenue in 2016, so the early numbers are encouraging.

- c) *Handbook of Mineralogy*. Current status (Sections 03 and 15). Likely future.

Ken Bladh single-handedly updates the *Handbook*.

- d) Data journal

Becky Lange reported the status of her efforts to startup the Data Journal. The next steps needed are to identify an Editor and Editorial Board. Data quality control and ownership of that quality control is a central issue. The variety of data would range broadly, but would largely constitute measureable quantities, so some sort of error standards would be needed for each case. Council of Data Facilities of EarthCube is a good resource, <https://earthcube.org/group/council-data-facilities>.

SoC: Becky Lange, Sarah Carmichael, and George Harlow have agreed to be the working group further scoping and advancing the Data Journal.

Matt Kohn moved that the Council meeting be adjourned at 2:35 pm, George Harlow seconded. Motion passed unanimously.

Respectively submitted,

Bryan Chakoumakos, Secretary