

**Colorado State Science Fair, Inc.  
Board of Directors Meeting  
September 6, 2003  
Minutes**

The meeting was held at the Colorado Dental Association building in Aurora, CO.

Members Present: Sam Bartlett (Colorado Engineering Council), Al Bedard (US Department of Commerce/NOAA), Mike Bemski (Safe Sites of Colorado), Pual Cheng (Lockheed Martin Astronautics), David Clark (US Department of Commerce/NOAA), Carol Denning (Colorado Dental Association), Barry Eppler (Agilent Technologies), Trudy Forsyth (NREL), Bonnie Hames (NREL), Gina Holland (Colorado Engineering Council), David Holm (San Luis Valley Regional Science Fair, Inc.), A. Bill Kieger (Colorado Medical Society Education Foundation), Marie Mornis (Utility Engineering Corporation), Robert Morrow (Colorado Dental Association), Jody Oaks (San Luis Valley Regional Science Fair, Inc.), John Parker (Lokcheed Martin Astronautics), Ryan Patterson (CU Boulder), Gary Wilson (IEEE/EOS), Courtney Butler – CSEF Director, Lucy Adams – Recording Secretary, Elemer Bernath – Historian.

Members Absent: Bill Dube (US Department of Commerce/NIST), Ed Geary (Colorado State University), Dean Holzkamp (Colorado Medical Society Education Foundation), Stephanie Hooker (US Department of Commerce/NIST), Vishy Lakshmanan (LSI Logic), Jan Nerger (Colorado State University), Sherry Snyder (CU Boulder), Linda Strine, & Amy Weich (US Department of Commerce/NTIA).

I. Meeting called to order by President A. Bedard.  
A quorum was present.

II. Introductions and Installation of new BOD Members  
D. Clark moved to accept Ryan Patterson as a Regular Board Member for CU Boulder. ?? seconded, motion passed.

G. Holland moved to accept Marie Mornis as a Regular Board Member for Utility Engineering Corporation. J. Oaks seconded, motion passed.

III. Announcements and Additions to the Agenda  
A. Bedard has been in contact with Jim Stevens and there is a meeting in September with ISEF. Denver University has said there will be funding from DU for ISEF 2007 and will be working closely with J. Parker and the Outreach Committee.

Added Historian's Report after Publicity Report; 2004 Proposed Budget under Treasurer's Report; Silent Auction under New Business; and Documentation of Teacher of the Year Award under Old Business.

IV. Approval of April 12, 2003 Minutes  
A clarification of the April 12, 2003 minutes was asked about the number of volunteers that will be needed – at least 2,000 will be required. P. Cheng moved to accept the minutes as presented. ?? seconded, motion passed.

- V. Treasurer's Report  
Presented by S. Bartlett. The final 2002/2003 financial report was presented and is on file. There is a difference between the CSEF Director's accounts and the Quicken books of about \$750 that was late from US Department of Commerce/NIST.

Discussion on Treasurer's Report:

B. Eppler wanted to know if there were any guidelines about going to companies and asking for sponsorships. If a company wants to fund a specific aspect of CSEF, there is the Teach Award, pizza party, Awards Ceremony, parking, judge's luncheon, ISEF travel, etc. that they can sponsor specifically.

P. Cheng has a new interested person who was also an ISEF finalist in the 70's.

A suggestion was made that in the financial package that goes out, insert a special sheet to see if people can additionally sponsor one of the above mentioned events. Also include an in-kind request sheet. Format the letter for general support and then ask for increases. J. Parker said that he would contact the companies that show interest in extra sponsorship. He has and will ask for funds to go out to do state-wide outreach activities. A. Bedard requested that T. Forsyth send an electronic copy of the contributors to the BOD.

It is difficult to know the true cost of the science fair as costs come in after the event. B. Eppler would like to help with in-kind sponsorships.

There is \$4,800 in in-kind from US Department of Commerce/NTIA for photos this year that was not on the official books.

D. Holm moved to accept the report as presented. B. Hames seconded, the motion passed.

- VI. Proposed 2004 Budget  
Presented by C. Butler and S. Bartlett. A copy of the budget is on file. On the copy that was sent out to the BOD, another \$300 needs to be added under the expenses of CSSF, Inc. Board – Operation and CSEF Expenses – Personnel for the CSEF Director salary. R. Morrow moved to accept the proposed budget as amended. A. Kieger seconded, motion passed.

- VII. Annual Report (draft)  
Presented by D. Clark. A draft copy of the report was presented and is on file. Corrections to the Annual Report are to be sent to D. Clark by September 28, 2003 so that the finished copy may be printed.

- VIII. Finance Report  
Presented by T. Forsyth. There was \$9,200 in in-kind this last year as a result of better tracking of such items, but general sponsorships were down. D. Clark asked if a copy of the Annual Report was sent out with the solicitations. B. Eppler asked if contacts were made after CSEF. Thank yous go out when the check comes and the following fiscal year, a new packet is sent out. Special Awards from sponsors are also declining. T. Forsyth is always looking for help from the other board members with finding new sponsors. B. Eppler will help within his own company for in-kind, funds, and/or special awards. G. Holland mentioned that people should look into where their company does a Dollars for Doing like Xcel does.

- VIII. **Publicity Committee Report**  
Presented by D. Clark. Press releases were sent out after the science fair. Work is being started on the new poster and annual report. Posters are sent out to all of the regional fairs as well. A. Bedard asked if the poster could also be sent to the judges. If we could add the CFC number to it, perhaps more people would contribute through that avenue. A request was made to send the poster to the board members as well. Letters were sent to all of the major papers in the state and to the Department of Education, CAST, and MAST. In all, there were 150 letters sent and about 40 came back as undeliverable.
- IX. **Historian Report**  
Presented by E. Bernath. All materials have been deposited with the CSU library. They would like more photos, plaques, trophies, etc. CSU library did a display last year during CSEF and hopefully they will continue to do that.
- X. **Outreach Committee Report**  
Presented by J. Parker. L. Strine is now the chairperson of the Colorado Space Round Table. Colorado has more space related businesses than any other state. Met with the Lt. Governor in July, her office will participate in CSEF in some manner. After the first of the year, we will know more. We need to use the publicity of the Lt. Governor coming to the CSEF for potential sponsors – perhaps obtaining a professional photographer for the science fair – there are a couple at Lockheed. When J. Parker meets with the Lt. Governor again, he will let her know about the possibility of having ISEF in 2007.
- B. Hames mentioned that NREL held a teacher workshop and updated the 100 energy science projects booklet. The books could be distributed at the CAST convention in November. One will be sent to each of the board members. We need to have a web link from CSEF to NREL and DOE.
- XI. **Regional Fair Support Committee Report**  
Presented by D. Holm. The committee is responsible to communicate to the regional science fairs and find out what their needs are. J. Parker, G. Wilson, E. Geary, C. Butler, and L. Adams are on this committee. It was suggested that we put the CSEF Teacher Award in the CAST newsletter. We also need to refine the adult sponsor survey. C. Butler will look into this. During the 50<sup>th</sup> celebration, teachers need to be rewarded in some manner.
- XII. **Grant Committee Report**  
Presented by D. Clark. There is some confusion as to what this committee should be doing at this time. They will begin looking into possible funders for the science kits made by John McConnell.

XIII. CSEF Director's Report  
Presented by C. Butler. A copy of this report is on file. There were two teacher workshops held this past June – one in La Junta and the other in Pueblo. There were four semifinalist for the DYSC and we will know who the finalists are on September 17<sup>th</sup>. There is the Volunteer Expo at CSU at the end of September. On September 8<sup>th</sup>, the CSEF Director will be going to Leshar Junior High School to do presentation about science fair to the students in the IP program. The statistics from ISEF were presented. The CSEF Director attended a meeting of all state fair directors at ISEF and one of the important items from this that we need to make sure happens is that home schooled students have access to CSEF through the regional fairs. The affiliation forms have been submitted to Science Service. Upcoming tasks include updating the BOD lists; redoing the adult sponsor questionnaire; updating the web site – including putting a password protection on the BOD pages; creating a list serv for teachers to communicate with each other across the state – we can also do this for the BOD, AC and RFD.

XIV. Nomination Committee Report  
Presented by J. Oaks. A copy of this report is on file. A. Bedard (President), D. Holm (Vice President), S. Bartlett (Treasurer) and B. Hames (Secretary) is the slate of officers. No nominations came from the floor.

XV. Old Business

A. Contingency Fund Committee

Presented by S. Bartlett. Members are S. Bartlett, T. Forsyth, and G. Holland. These monies would be used to purchase gifts for board members, flowers, etc. Further discussion will be tabled until the November meeting.

B. Board Member Emeritus

Presented by B. Hames. As the by-laws now read, the former presidents could become Associate Members, where they would have input but no vote. This would keep them involved in the operations of the CSEF. R. Morrow was concerned that because members are chosen by the organization that they represent, one organization could have a number of Associate Members. C. Butler suggested that they could always be a part of the Advisory Council instead. G. Holland suggested that the Immediate Past President stay on to help with the transition period.

A list of past presidents needs to be collected to make certificates for these people.

XVI. New Business

A. Election of Officers for 2003/2004

A. Kieger moved to accept the slate of officers for 2003/2004 as presented by J. Oaks.  
M. Bemski seconded, motion passed.

B. San Juan Basin Regional Science Fair

C. Butler announced that there is not a director for SJB at this time. There is a plan if a director is not found and that would be that the top two students from each of the 10 school districts would be allowed to attend CSEF. Homeschoolers, private schools would process through the local district. C. Butler and L. Adams are working to set up a meeting with the Durango BOCES to see how the state can help out.

D. Holm and J. Oaks are willing to help as well. There was concern about students coming directly from the schools to CSEF and not going through a regional science fair.

- C. Summer Workshops  
Southern Colorado is a new regional science fair. We did inquiry science on the first day and brought in Master teachers on the second day. We also went over ISEF rules on the second day, giving the participants good and bad research plans to read to see if they could identify the type of project and what they would need to get more from the student. Students came and gave presentations as they would to a judge. The grant from Intel paid for books for the teachers, credit from CSU, honorariums for the presenters and stipends for the participants. C. Butler was asked to send the grant to D. Clark and J. Parker so they could look it over for ideas for Outreach.
- D. Speakers for 2004 CSEF  
G. Wilson will check into the person who works with UAV's and R. Morrow will check with his son about speaking on robots.
- E. Audit Committee  
C. Denning (chair), T. Forsyth and D. Clark were appointed to this committee. R. Morrow's accountant will again review the books for the board.
- F. ISEF 2007  
Albuquerque also put a bid in for 2007 and has spent a lot of money promoting this. We need to build up our mobility to help with 2007 and need to keep J. Stevens informed. A. Bedard created a 2007 ISEF Committee of B. Hames (chair), G. Wilson, B. Eppler, M. Mornis, M. Bemski, C. Butler, and L. Adams to work on how CSEF can interact with ISEF.
- G. 50<sup>th</sup> Celebration  
R. Morrow will chair a committee to look into how we can celebrate the 50<sup>th</sup> anniversary of CSEF. Also on the committee is E. Bernath, R. Patterson, C. Denning and C. Butler.
- H. Next Meeting  
The next meeting will be held the 2<sup>nd</sup> Saturday (11/8/03) in November at CSU in Fort Collins.

**Colorado State Science Fair, Inc.**  
**Board of Directors Meeting**  
**November 8, 2003**  
**Minutes**

The meeting was held at Colorado State University in Fort Collins, CO.

Members Present: Al Bedard (US Department of Commerce/NOAA), Mike Bemski (Safe Sites of Colorado), David Clark (US Department of Commerce/NOAA), Carol Denning (Colorado Dental Association), Barry Eppler (Agilent Technologies), Trudy Forsyth (NREL), Gina Holland (Colorado Engineering Council), Marie Mornis (Utility Engineering Corporation), Robert Morrow (Colorado Dental Association), Jody Oaks (San Luis Valley Regional Science Fair, Inc.), Ryan Patterson (CU Boulder), Gary Wilson (IEEE/EOS), Courtney Butler – CSEF Director, Lucy Adams – Recording Secretary, and Sue Refner - guest.

Members Absent: Sam Bartlett (Colorado Engineering Council), Elemer Bernath – Historian, Paul Cheng (Lockheed Martin Astronautics), Bill Dube (US Department of Commerce/NIST), Ed Geary (Colorado State University), Bonnie Hames (NREL), David Holm (San Luis Valley Regional Science Fair, Inc.), Dean Holzkamp (Colorado Medical Society Education Foundation), Stephanie Hooker (US Department of Commerce/NIST), A. Bill Kieger (Colorado Medical Society Education Foundation), Vishy Lakshmanan (LSI Logic), Jan Nerger (Colorado State University), John Parker (Lockheed Martin Astronautics), Sherry Snyder (CU Boulder), Linda Strine, & Amy Weich (US Department of Commerce/NTIA).

- I. Meeting called to order by President A. Bedard.  
A quorum was present.
- II. Introductions  
A plaque of appreciation was presented to Sue Refner for her contributions to CSEF as she was unable to attend the Awards Ceremony last spring.
- III. Announcements and Additions to the Agenda  
Added J. Stevens and ISEF 2007 to the agenda after the approval of the minutes.
- IV. Approval of September 6, 2003 Minutes  
Marie's last name should be Mornis and not Mornix. Paul moved to accept the minutes and not the agenda as stated. B. Morrow moved to accept the minutes with corrections. J. Oaks seconded, motion passed.
- V. ISEF 2007  
Presented by J. Stevens. J. Stevens has returned to work full time and is no longer able to spearhead the ISEF in Colorado in 2007 as a result. He is bringing this to the state board as he does not want to see this dropped and was hoping that we might be able to find the people to run it. The immediate needs are an answer to Science Service if Colorado is still interested; a definition of the core committee members, financial plan and business plan within the next 3 months; a formal presentation at the ISEF in Portland next May. Science Service does support Colorado hosting ISEF in 2007 over Albuquerque as there are some logistical issues with holding it there.
  - J. Sites will talk to the public affairs office at CSU asking them to consider taking a role and contacting key public affairs people from other Colorado universities for form a higher education working group in support of ISEF 2007.
  - We will make a paralleled effort with federal lab outreach and public affairs people.

- There is a need for an industry group of supporters.
- There is a need for a chairperson with an administrative team to lead the effort. This person should have respect, contacts and resources.
- J. Stevens will approach the DU Chancellor with a request for \$50K in seed money. B. Morrow suggested hiring a professional fund raiser to help set up the finances and infrastructure of the team.
- J. Stevens will forward copies of the Indianapolis ISEF planning committee documents to C. Butler for distribution.
- There was a strong consensus that we should do everything we can to help get ISEF to Colorado in 2007, but we should also not let it adversely affect the CSEF.
- The 2007 ISEF Working Committee needs to meet to define the board's role and how we can help.
- A suggestion of asking J. Parker to consider being a loaned executive for this was made.

VI. Annual Report

Presented by D. Clark. Copies of the Annual Report were handed out. Copies of the new poster were also handed out.

VII. Treasurer's Report

Presented by C. Butler for S. Bartlett. A copy of the current expenditures and net worth balance was distributed. J. Oaks moved to accept the report. B. Morrow seconded, motion passed.

VIII. Treasurer's Report

Presented by T. Forsyth. There has been a change made to the Help Make Difference page to outline the different avenues of supporting CSEF.

B. Eppler inquired if there was a place where special awards could be stored until CSEF if he can get them now. He also asked if the organizations were obligated to supply their own judges for special awards.

J. Stevens asked if the Discovery Awards presented at CSEF were a duplication of those selected from the regional science fairs and the understanding was that they probably were.

IX. Outreach Report

Presented by A. Bedard for J. Parker. A copy of the report via e-mail was presented and is on file. There is the possibility that Lockheed Martin will give \$5000 for the Teacher of the Year Award. T. Forsyth moved that CSEF become a member of CAST to show our support of the science teachers. D. Clark seconded, motion passed.

X. Regional Fair Support Report

D. Holm was not present, so report was tabled.

- XI. Grant Report  
Presented by D. Clark. Science Kits that J. McConnell puts together are a possible target for grants. G. Wilson suggested that there is some overlap between the grant, regional fair support and outreach committees and that they ought to work together.
- XII. 50<sup>th</sup> Anniversary Report  
Presented by R. Morrow. This would be in 2005. There should be a display that includes items from the archived material at CSU library. Need a special speaker and alumni to be present at the Awards Ceremony. Perhaps advertise to see if there are old project boards, photos, etc that can be used. T-shirts need to advertise the 50<sup>th</sup> CSEF. Need a separate budget line.
- XII. ISEF 2007 Report  
B. Hames not present, so report was tabled.
- XIV. Contingency Funds Report  
S. Bartlett not present, so report was tabled.
- XV. CSEF Director's Report  
Presented by C. Butler. There will be pre-registration of tours this year. Students will register on-line this year. C. Butler gave a short presentation of the changes to the CSEF web site.
- XVI. Old Business
  - A. 2004 Speaker  
G. Wilson's contact is very interested in speaking and has agreed to do so. It was suggested that on the evaluation form, we ask the students what kind of speaker they would like to see. B. Eppler asked if hands-on demonstrations could happen at the fair and where we would have such. These could be done as a tour.
  - B. A list of current committee members was handed out.
- XVI. New Business
  - A. Science Project Pilot Program  
Present by B. Eppler. A copy of the program that he initiated at Bill Reed Middle School was presented.
  - B. Resources for Hispanic Students - tabled
  - C. Next Meeting  
The next meeting will be held the 3<sup>rd</sup> Saturday (1/17/04) in January at NREL in Golden, CO.

**Colorado State Science Fair, Inc.**  
**Board of Directors Meeting**  
**January 17, 2004**  
**Minutes**

The meeting was held at NREL in Golden, CO.

Members Present: Al Bedard (US Department of Commerce/NOAA), Mike Bemski (Safe Sites of Colorado), David Clark (US Department of Commerce/NOAA), Carol Denning (Colorado Dental Association), Trudy Forsyth (NREL), Bonnie Hames (NREL), Gina Holland (Colorado Engineering Council), David Holm (San Luis Valley Regional Science Fair, Inc.), Stephanie Hooker (US Department of Commerce/NIST), A. Bill Kieger (Colorado Medical Society Education Foundation), Robert Morrow (Colorado Dental Association), Jody Oaks (San Luis Valley Regional Science Fair, Inc.), Courtney Butler – CSEF Director, Lucy Adams – Recording Secretary, and Sue Refner - guest.

Members Absent: Sam Bartlett (Colorado Engineering Council), Elemer Bernath – Historian, Paul Cheng (Lockheed Martin Astronautics), Bill Dube (US Department of Commerce/NIST), Barry Eppler (Agilent Technologies), Dean Holzkamp (Colorado Medical Society Education Foundation), Vishy Lakshmanan (LSI Logic), Marie Mornis (Utility Engineering Corporation), Jan Nerger (Colorado State University), John Parker (Lockheed Martin Astronautics), Ryan Patterson (CU Boulder), Sherry Snyder (CU Boulder), Linda Strine, Amy Weich (US Department of Commerce/NTIA), and Gary Wilson (IEEE/EOS),.

- I. Meeting called to order by President A. Bedard.  
A quorum was present.
- II. Introductions  
Stephanie Hooker from NIST was introduced. R. Morrow moved to accept S. Hooker as a new board member. D. Clark seconded, motion passed.
- III. Announcements and Additions to the Agenda  
Added 50<sup>th</sup> Anniversary Report after the Treasurer's Report.  
Added Andy MacGruer from San Juan Basin Regional Science Fair after approval of the minutes to discuss thoughts on presenting to a local energy group for funding.
- IV. Approval of November 8, 2003 Minutes  
D. Clark moved to accept the minutes as presented. J. Oaks seconded, motion passed.
- V. Treasurer's Report  
Presented by C. Butler for S. Bartlett. A copy of the current expenditures and net worth balance was distributed. D. Holm moved to accept the report as presented. D. Clark seconded, motion passed. D. Clark asked if there were enough funds set aside if fund raising did not go well this year and the answer was yes.
- VI. 50<sup>th</sup> Anniversary Celebration Report  
Presented by R. Morrow. This committee will be planning a large meeting in late spring or early summer to make definite plans. They will work on a budget that they would like to have to work with. Plans now include having that Friday of CSEF as the main day of celebration. Looking for historical projects, doing tours of the archives in the library, have decorations, punch and cake at the Awards Ceremony. It was decided that they can spend money as they need this year and a line will be added to next year's budget for them.
- VII. Finance Report  
Presented by T. Forsyth and on file.

- VIII. Publicity Report  
Presented by D. Clark. The press release about the regional science fairs will go out this coming week.
- IX. Outreach Report  
Presented by A. Bedard for J. Parker. It is understood that J. Parker would like to be a major player in the ISEF plans.

The Colorado State Science Fair board needs to identify the names of the “official party” for ISEF.

There are four major groups that are needed:

Fund Raising

Operations

Advisory Board

Board of Directors

It is up to the host committee on how these groups are put together and how many committees are really needed.

A. Bedard will contact J. Parker to check and see what amount of funding is available for the Teacher of the Year Award and/or the Awards Ceremony.

- C. Denning wanted to know if we could change the wording to include adult sponsors who may not necessarily be teachers.

- X. Regional Fair Support Report  
Presented by D. Holm. An e-mail was sent out to all Regional Fair Directors asking how the BOD could help the regions and the question was asked at the morning’s meeting.

- XI. Grant Report  
Presented by D. Clark. D. Clark would like to see a different chair for this committee as he has not done anything productive with it. A. Bedard has asked B. Eppler to join this committee.

- XII. Contingency Funds Report  
S. Bartlett not present, so report was tabled. G. Holland indicated that there had not been a meeting on this issue yet.

- XV. CSEF Director’s Report  
Presented by C. Butler and on file.

XVI. Old Business

- A. Resources for Hispanic Students

This was changed to Under Represented Students. The original request came from Boulder Valley RSF wanting the forms translated into Spanish. C. Butler will contact Science Service to see what is available for students from them.

XVII. New Business

- A. ISEF 2007

Present by J. Stevens. Denver lost 2007 to Albuquerque, NM due to them having their act together. The question is – do we work towards 2008? We need to have representation in Portland in May 2004. J. Parker and J. Stevens are volunteering to get things moving.

- B. Next Meeting

The next meeting will be held April 10<sup>th</sup> following the CSEF in Fort Collins.

**Colorado State Science Fair, Inc.**  
**Board of Directors Meeting**  
**April 10, 2004**  
**Minutes**

The meeting was held at Colorado State University in Fort Collins, CO.

Members Present: Sam Bartlett (Colorado Engineering Council), Al Bedard (US Department of Commerce/NOAA), Mike Bemski (Safe Sites of Colorado), David Clark (US Department of Commerce/NOAA), Carol Denning (Colorado Dental Association), Barry Eppler (Agilent Technologies), Bonnie Hames (NREL), Gina Holland (Colorado Engineering Council), David Holm (San Luis Valley Regional Science Fair), Stephanie Hooker (US Department of Commerce/NIST), Robert Morrow (Colorado Dental Association), Jody Oaks (San Luis Valley Regional Science Fair), Gary Wilson (IEEE/LEOS), Courtney Butler – CSEF Director, Lucy Adams – Recording Secretary, Elemer Bernath – Historian, Jim Stevens – guest.

Members Absent: Paul Cheng (Lockheed Martin), Bill Dube (US Department of Commerce/NIST), Trudy Forsyth (NREL), Dean Holtzkamp (Colorado Medical Society), A. Bill Kieger (Colorado Medical Society), Vishy Lakshmanan (LSI Logic), Marie Mornis (Utility Engineering Corporation), Jan Nerger (Colorado State University), John Parker (Lockheed Martin), Ryan Patterson (College of Engineering & Applied Science, CU Boulder), Sherry Snyder (College of Engineering & Applied Science, CU Boulder), Linda Strine (Infinite Links), Amy Weich (US Department of Commerce/NTIA).

- I. Meeting called to order by President A. Bedard.
- II. Introductions
- III. Announcements and Additions to the Agenda  
CSEF Director's 2005 contract was moved to the beginning of the agenda.
- IV. CSEF Director's 2005 Contract  
The board had voted via e-mail prior to the meeting to award C. Butler a bonus of \$1,500 and to increase the CSEF Director's salary by \$50 to a total of \$8,400/year. A gift will be presented to C. Butler's family for the work they do for the CSEF. C. Butler will give ideas.
- V. Recording Secretary's 2005 Contract  
D. Holm moved to increase the amount of the Recording Secretary's fee to \$100 per meeting and keep the travel expense reimbursement at ½ the mileage and hotel. S. Bartlett seconded, motion passed.
- VI. Approval of January 17, 2004 Minutes.  
D. Holm moved to accept the minutes with no changes. R. Morrow seconded, motion passed.
- VII. Treasurer's Report  
Presented by S. Bartlett. A copy of the report is on file. The taxes are filed, although late. Expenses for this year's fair will not be complete for a few months. Thanks to Lockheed Martin for sponsoring the Teacher of the Year Award and the pizza party. S. Bartlett presented the idea of starting a foundation for giving out of special awards like the TOY award. A. Bedard suggested that S. Bartlett head a committee to study the idea and report back at the Fall meeting. M. Bemski will be on that committee. NREL and IEEE monies have not been received yet.

- VIII. Publicity Report  
Presented by D. Clark. There were no press people at the CSEF this year. The press release went out to 80 different outlets. The press release on the awards went out Friday evening. There is a need to improve this for the 50<sup>th</sup> Anniversary.
- IX. Outreach Report  
J. Parker was not present. The Lt. Governor is suppose to be working with CSEF for more recognition at the state level.
- X. Regional Fair Support Committee Report  
Presented by D. Holm. There were three nominations for the TOY Award. Maybe next year, we should advertise through CAST about the award. We need a report on how Gary Wilkinson used the money from the first year the award was given.
- XIII. Grant Committee Report  
Presentation by B. Eppler. He is not sure what he need to do with this. He has some questions that need answered:
- o Are we writing grants to operate the fair?
  - o Are we writing grants to get under represented students more involved?
  - o Are we working through/with the regional science fairs?
  - o There are other science programs that we are competing with. T. Forsyth should have a booklet on places to contact for grant monies.
- C. Butler has been talking with S. Thompson (CSMATE Director) about:
- o Connecting students with mentors;
  - o Student research;
  - o Writing grants at CSMATE that have a student research/science fair component.
- XI. CSEF Director's Report  
Presented by C. Butler
- C. Butler will submit a second grant to Intel to do workshops in Sterling and Lamar in Summer 2005.
  - There is a need to change some of the on-line registration process and she will work on this during the summer with CSMATE tech people.
  - We might do an on-line journal where students can publish their papers.
  - We need to start working on the 50<sup>th</sup> Anniversary celebration this summer.
  - We need to think about splitting Health and Behavioral Sciences into Medicine & Health and Behavioral & Social Sciences.
  - G. Holland and C. Butler will work on a form that can be given to the judging captains with the number of projects in each category on it so they can divide them up among judges and no one gets missed like happened at least 2 times this year.
  - We need more room monitors.
  - J. Stevens is going to get us the software that ISEF used to review protocol forms so when SRC meets in March, we can spend more time on the problem projects.
- XII. 50<sup>th</sup> Anniversary Committee Report  
Presented by R. Morrow. The committee will try to meet this summer. Preliminary plans include having an archival display, inviting individuals form past CSEF's, having a room dedicated at CSEF for Alumni and anniversary events.

XII. Old Business

A. Audit Committee Report

C. Denning closed this at the last meeting.

B. Contingency Fund Committee Report - tabled

C. ISEF 2008 Status Report

Presented by J. Stevens. The ISEF Advisory Board will probably be a five member committee. Numerous suggestions on who should be on this board were given.

XIII. New Business

A. Nomination Committee

A. Bedard appointed J. Oaks, G. Holland, D. Clark and M. Bemski to be on the committee. D. Holm will be the president for the coming year.

B. CSEF Director's 2005 Contract.

This was taken care of via an e-mail vote and announced at the beginning of the meeting.

XIV. Next Meeting

The next meeting will be held September 11, 2004 at the Colorado Dental Association building in Aurora, CO.