

Colorado State Science Fair, Inc.
Board of Directors Meeting
September 10, 2005
Minutes

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

Members Present: Sam Bartlett (Colorado Engineering Council), Dave Barton (Agilent Technologies), Al Bedard (US Department of Commerce/NOAA), Mike Bemski (Canberra Industries), Paul Cheng (Lockheed Martin), Carol Denning (Colorado Dental Association), Bonnie Hames (NREL), Gina Holland (Colorado Engineering Council), David Holm (San Luis Valley Regional Science Fair, Inc.), Linda Lung (NREL), Robert Morrow (Colorado Dental Association), John Parker (Lockheed Martin), Ryan Patterson (CU Boulder), Courtney Butler – CSEF Director, Lucy Adams – Recording Secretary.

Members Absent: John Bennett (CU Boulder), Elemer Bernath, David Clark (US Department of Commerce/NOAA), Pat Duran (Denver Enterprise Center), Dean Holzkamp (Colorado Medical Society Education Foundation), Stephanie Hooker (US Department of Commerce/NIST), Keith Kasunic (IEEE/LEOS), A. Bill Kieger (Colorado Medical Society Education Foundation), Vishy Lakshmanan (LSI Logic), Marie Mornis (Utility Engineering Corporation), Jan Neger (Colorado State University), Jody Oaks (San Luis Valley Regional Science Fair, Inc.), Brian Scriber (ICAT Managers), Stephen Thompson (Colorado State University), Lucie Trepanier (Desicionering, Inc.), & Amy Weich (US Department of Commerce/NTIA).

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

II. Introductions and Installation of new BOD Members
Linda Lung will represent NREL on an interim basis until a permanent replacement for Trudy Forsyth can be found.

Dave Barton is the new representative for Agilent Technologies. M. Bemski moved to accept D. Barton as a new board member. A. Bedard seconded, motion passed.

III. Announcements and Additions to the Agenda
Under New Business, Audit Committee Report was added, B. Hames will present. R. Morrow moved to accept the agenda with changes. B. Hames seconded, motion passed.

IV. Approval of April 9, 2005 Minutes
John Parker was not at the meeting and should be removed from the comment that was attributed to him. Under 50th Anniversary Report, add banner after “get a smaller.” S. Bartlett moved to accept the minutes with corrections. J. Parker seconded, motion passed.

V. Annual Report
Presented by C. Butler for D. Clark. A draft of the Annual Report was sent prior to the meeting to all board members via e-mail. C. Butler has since inserted the 2005 Press Release as an appendix. Additional items to add include information on the 50th Anniversary, some black and white photos, information on the Pioneers of Science Awards, and correction of the BOD members where two presidents are listed. Changes will be made and the report will be printed and ready at the November meeting.

VI. Treasurer's Report

Presented by S. Bartlett. A copy of this report is on file. The bottom line is that the fair overspent this year by ~\$500. The Denver Metro RSF owes CSEF ~\$1800 as a result of a mix-up on the rooms at the ISEF in Phoenix. Another credit of \$50 will show up on next year's statement due to an overpayment of a credit card bill. CSEF still owes Merino Jr/Sr High School for Nissa Schmidt's travel to ISEF. The income was not bad this year, it just didn't meet the needs of the fair. C. Butler is going to ask Intel for an additional \$500 for general fair expenses along with the awards they provide.

P. Cheng moved to accept the Treasurer's Report as presented. R. Morrow seconded, motion passed.

VII. Budget Report

Presented by S. Bartlett. A copy of the 2005/2006 Budget is on file. Overall, the budget from last year has been increased by \$1,500 to accommodate an increase in CSEF Director's salary, the Pioneers of Science Awards and other cost increases.

Reasons for overspending in some categories include:

1. CSSF, Inc. Board is due to the CSEF Director's bonus not being in the original budget.
2. Finalists is overspent because of the in-kind expenses from US Department of Commerce/NTIA for the Official Photos. This expense is balanced in the income line, so it really doesn't mean that we are that much overspent.
3. Registration is due to the T-shirts costing a little more than usual this year.
4. Judging is also due to the T-shirts for Judging Captains being a little higher. Also, for next year, we may need to use the La Porte Room as Rooms 230 and 228 will not be available due to construction on the bus terminal at that end of the student center.
5. CSEF Expenses is over due to the CSEF Director's bonus not being in the original budget.
6. SRC/Display & Safety is over due to an extra meeting in January and the need to pay for hotel rooms for SRC members to go through some training for the new system.

J. Parker moved to add \$1,000 in discretionary funds to the personnel lines of the budget to cover possible bonuses for next year. R. Morrow seconded, motion passed with one descending vote by M. Bemski.

R. Morrow moved to accept the 2005/2006 Budget with the above changes, making the Expenses \$60,385.00. G. Holland seconded and the motion passed.

VIII. Finance Report

T. Forsyth has resigned from the BOD. C. Butler will take over the duties of mailing the fundraising packets out to past sponsors. She will need help in cultivating new sponsors. S. Bartlett moved to accept M. Bemski as the new Finance Committee Chair. G. Holland seconded and the motion passed. Members of the Finance Committee now include M. Bemski, D. Barton, L. Lung, P. Cheng, J. Parker, R. Patterson and C. Butler.

IX. Publicity Committee Report

D. Clark was not present, so report tabled.

- X. Outreach Committee Report
Presented by J. Parker. We may want to look at the charter again as there seems to be a lot of overlap between the Outreach, Finance, Regional Fair Support and Grant Committees. J. Parker will bring a new focus to the next meeting for the Outreach Committee. C. Butler reminded the group that when CSMATE writes grants, it includes inquiry science with science fairs in mind. S. Thompson is very interested in this area and will hopefully be at the next meeting to talk about his ideas.
- XI. Regional Fair Support Committee Report
Presented by A. Bedard. The main focus of this committee is to award the Teacher of the Year Award and to garner ideas from regional fairs on things that would help them with student interest and running their fairs. C. Butler added that she will be adding a section to the web site for students to get ideas for projects to work on from newspaper articles. C. Butler, L. Adams and S. Bartlett will be present at the Colorado Science Convention in November and will be giving a presentation on science fair participation. D. Holm added that at the April meeting, a Marketing Committee was considered, but again, there seem to be overlapping purposes for all of these committees. B. Hames suggested that at the November meeting, the BOD go over all of the committees, review what each of them are suppose to be doing and who is on each committee to see if there is a need to cut down on the number of committees and/or combine some. L. Adams has a list of committees and membership of each that was done a couple of years ago that she will try to find.
- XII. Grant Committee Report
Presented by S. Bartlett. The original purpose of this committee was to look into endowments so that if we got the ISEF 2008 and there were money left over, we could return them to CSEF and the RSFs.
- XIII. CSEF Director's Report
Presented by C. Butler. A copy of this report is on file. C. Butler received a catalog from the CSU Library that outlines the archive collection at this time. This will be the last year that we get a free booth at the Colorado Science Convention, but since we pay for the CSEF Director, L. Adams and S. Bartlett to attend, we end up paying for it through registration fees anyway. Next year we will need to budget a little differently for the convention. The SRC will be using the ISEF software again this year and there are two new members on the committee – Doug Everett from National Jewish Medical Research Center and Penny Propst from Merino Jr/Sr High School. ISEF rulebooks were handed out to each board member for their review. There is not an RFD for the Northeast Regional Science Fair at this time. Statistics for the 2005 CSEF and ISEF were handed out.
- A. Bedard noted that it looks like the East Central and Longs Peak RSF need help in their numbers and quality of projects. D. Holm asked for a spreadsheet of statistics for the past few years for review.
- XIV. Audit Committee Report
Presented by B. Hames. Three people reviewed the books and found that everything was in order. S. Bartlett will make copies of the audit report for the BOD and will put the information on a disk to send out. M. Bemski moved to accept the Audit Report as presented. P. Cheng seconded and the motion passed.

XV. Nomination Committee Report

Presented by A. Bedard. The nominations for BOD Officers are:
President – David Holm from San Luis Valley Regional Science Fair, Inc.
Vice President – Mike Bemski from Canberra Industries
Secretary – Bonnie Hames from NREL
Treasurer – Sam Bartlett from Colorado Engineering Council

R. Morrow moved to accept the slate of officers as presented. G. Holland seconded. It was noted that nominations from the floor were not allowed. R. Morrow withdrew his original motion in order to open the slate for nominations from the floor. No nominations were made. R. Morrow once again moved to accept the slate of officers as presented. G. Holland seconded and the motion passed.

XVI. Old Business

XVII. New Business

A. Speakers for the 2006 CSEF

First choice is Steve Spangler (“Making Science Fun”) – L. Lung will ask Steve. Second choice is Len Baron (history of Einstein) – R. Patterson will ask if Steve is not available.

B. Pioneers of Science Award

It was brought to the board to consider continuing these awards. They are only awarded to Junior Division projects to encourage students who may not receive anything else to continue with science fair. Awards are given in each of the 11 categories and each category is sponsored by a different board member.

J. Parker moved that the Pioneers of Science Awards become a permanent special award presented by the BOD and to increase the amount of the award to \$30/project to make it an equal split with a team of three. R. Morrow seconded and the motion passed. S. Bartlett sent around a sign-up sheet for sponsorships.

C. ISEF Participation Policy

Presented by C. Butler. The need for this policy came about because one of the Regional Science Fairs that is directly affiliated with ISEF wanted to send their team (that came in 2nd at CSEF) to ISEF and leave our 1st Place team with their RSF since they were already going. C. Butler asked to BOD to read and send comments back for a final version and a vote will take place in November.

D. SRC Committee Membership Policy

Membership of this committee needs to be appointed by the BOD since they have such a huge responsibility. D. Holm, J. Oaks, L. Adams and C. Butler will work on drafting a policy for the next meeting.

E. Regional Fair Allotment Policy

Presented by C. Butler. There is already a policy in place, this will make changes to some region’s number that they will be allowed to bring. Denver Metro and Pikes Peak have such large regional fairs, they need more allocations than most of the other fairs. Morgan/Washington is still high for historical reasons. It was suggested that at the end of the policy, add “to the CSEF Director” to the last sentence.

J. Parker moved to accept the policy changes as presented. S. Bartlett seconded and motion passed.

- F. Judging Policy
This needs to be updated to include wording that if a category does not award a 3rd Place, they cannot award any honorable mentions. G. Holland will bring a draft to the November meeting.

- G. Audit Committee Appointment
G. Holland, B. Hames and D. Clark were asked to be on the Audit Committee again this year.

- H. T-shirt Ideas
C. Butler presented the sample shirts sent by Nate of Pro Sports in Sterling. This discussion will be tabled until the November Advisory Council meeting.

- G. Next Meeting
The next meeting will be held the 2nd Saturday in November (12th) at Colorado State University in Room A302 NESB at 1:00 PM after the Advisory Council meeting.

Colorado State Science Fair, Inc.
Board of Directors Meeting
November 12, 2005
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 (Canberra Industries), Gina Holland (Colorado Engineering Council), David Holm (San Luis Valley Regional Science Fair, Inc.), Keith Kasunic (IEEE/LEOS), Linda Lung (NREL), Courtney Butler – CSEF Director, Lucy Adams – Recording Secretary, Elemer Bernath – Historian, and Larry Sveum for Jody Oaks (San Luis Valley Regional Science Fair).

Members Absent: Dave Barton (Agilent Technologies), John Bennett (CU Boulder), Elemer Bernath, Paul Cheng (Lockheed Martin), David Clark (US Department of Commerce/NOAA), Carol Denning (Colorado Dental Association), Pat Duran (Denver Enterprise Center), Bonnie Hames (NREL), Dean Holzkamp (Colorado Medical Society Education Foundation), Stephanie Hooker (US Department of Commerce/NIST), Keith Kasunic (IEEE/LEOS), A. Bill Kieger (Colorado Medical Society Education Foundation), Vishy Lakshmanan (LSI Logic), Robert Morrow (Colorado Dental Association), Marie Mornis (Utility Engineering Corporation), Jan Neger (Colorado State University), John Parker (Lockheed Martin), Ryan Patterson (CU Boulder), Jody Oaks (San Luis Valley Regional Science Fair, Inc.), Brian Scriber (ICAT Managers), Stephen Thompson (Colorado State University), Lucie Trepanier (Desicionering, Inc.), & Amy Weich (US Department of Commerce/NTIA).

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

II. Introductions and Installation of new BOD Members
Keith Kasunic is the new representative for IEEE/LEOS, replacing Gary Wilson. G. Holland moved to accept K. Kasunic as a new board member. M. Bemski seconded, motion passed.

Linda Lung will become a permanent board member to replace Turdy Forsyth for NREL. S. Bartlett moved to accept L. Lung as a new board member. A. Bedard seconded, motion passed.

III. Announcements and Additions to the Agenda
Under New Business, Intelligent Design discussion and 2005 CSEF Survey was added. S. Bartlett moved to accept the agenda with the new additions. A. Bedard seconded, motion passed.

C. Butler, L. Adams, and S. Bartlett will be attending the Colorado Science Convention next week in Denver. J. Stevens is recuperating from surgery, a card should be sent. C. Butler and L. Adams will take care of that.

IV. Approval of September 10, 2005 Minutes
G. Holland moved to accept the minutes as presented. M. Bemski seconded, motion passed.

V. Annual Report
Presented by A. Bedard for D. Clark. The report is done and was handed out to members present. A copy will be sent to all sponsor contacts. Correction should be directed to A. Bedard or D. Clark. As of January, D. Clark will be retiring from the BOD and is working on finding a replacement, although they may not be willing to be chair of the Publicity Committee.

- VI. Treasurer's Report
Presented by S. Bartlett. A copy of this report is on file. There is not a lot of income or expenses at this time. M. Bemski moved to accept the report as presented. G. Holland seconded, motion passed.
- VII. Finance Report
Presented by C. Butler for M. Bemski. The fundraising packets are all ready to be mailed and will be sent out on Monday. A copy of the companies that we are trying to solicit for the first time was passed out. CSEF has been signed up through Albertson's Community Partner's program where people with Preferred Savings cards can sign up to have a portion of their purchases donated to CSEF.
- VIII. Publicity Committee Report
Presented by A. Bedard for D. Clark. Copies of the new posters were handed out.
- IX. Outreach Committee Report
J. Parker was not present, so report was tabled.
- X. Regional Fair Support Committee Report
Presented by A. Bedard. An announcement will be made at the Regional Fair Director's meeting regarding the need for nominations. D. Holm will contact J. Parker to confirm Lockheed's sponsorship of the award again this year.
- XI. Grant Committee Report
Presented by S. Bartlett. No report at this time.
- XII. CSEF Director's Report
Presented by C. Butler. A copy of this report is on file. C. Butler will be attending next week's Colorado Science Convention along with four CSEF Finalists who will be giving a presentation about doing science fair research.

Other accomplishments include web site updates, adding a liability statement on the Finalist Verification Form, completing the Annual Report, sending out Adult Sponsor packets, sending out fund raising packets, and holding the Advisory Council meeting this morning where quite a bit of work was accomplished.

- XIII. Old Business
 - A. Speaker for the 2006 CSEF
Presented by L. Lung. Steve Spangler is not available. The next option is Len Baron at CU Boulder who does an interesting talk on Einstein (in costume). C. Butler will have R. Patterson approach him. K. Kasunic knows some people who did work on a comet this summer who might be able to give an interesting talk if Len is not available.
 - B. Pioneers of Science Award
Presented by S. Bartlett. There will be one award per junior division category. In February, S. Bartlett will send out the information on getting the award named and information gathered about the scientist. The awards are \$30 and are to encourage junior division students to continue with science.
 - C. Scientific Review Committee Policy
A copy of the proposed policy was handed out and discussion was held on wording. C. Butler will make changes as suggested and send out a new copy. A vote will be taken at

the January meeting. All current SRC members will be asked to fill out the membership form.

D. ISEF Attendance Policy

A copy of the proposed policy was handed out and discussion was held on the wording. The policy indicates how CSEF designates its ISEF Finalists and what happens if a student is already attending from his/her regional science fair. This will be handed out to the Regional Fair Directors at the meeting in January.

A. Bedard moved to accept the policy with minor corrections. L. Lung seconded, motion passed

E. Grand Awards Policy

A copy of the proposed policy was handed out and discussion was held on the wording. The new item was to state that Honorable Mentions can only be given if a 1st, 2nd and 3rd Place award are given in a category.

M. Bemski moved to accept the policy as presented. S. Bartlett seconded, motion passed.

XIV. New Business

A. CSEF 2005 Survey

The CSEF survey results from 2005 were discussed. Only 23 judges were from CSU, and not the 90% that one person thought. The length of the Awards Ceremony was an issue with everyone, including the BOD. To help that situation, the Science Service awards will be announced, but not handed out on Friday night. They will either be mailed to the student or put at their project on Saturday morning. We will remind students at the Finalist Orientation that they should eat before the ceremony and that it might be three hours long. We will also work on curbing the applause after every student's name is called.

B. Structure of Standing Committees

Tabled until the January meeting. C. Butler and L. Adams need to find the lists and update the membership for all of the committees. They will send the lists to M. Bemski and he will help clean them up.

C. Northeast RSF

This Regional Science Fair now has a new director.

D. Tour Policy

A copy of the proposed policy was handed out and discussion was held on wording. This policy needed to be updated due to the change to pre-registration and not having off-campus tours. G. Holland moved to accept the policy as presented. M. Bemski seconded, motion passed.

E. Intelligent Design

Presented by M. Bemski. What should be the response if a project based on this is presented at the CSEF? Hopefully none would make it this far, but if it does, it would have to be judged on its scientific merits and hopefully we could warn the judges ahead of time, so there won't be any negative reactions to it when they go to interview the student(s).

F. Special Awards

At this point, the BOD approves the special awards that are given out at CSEF. If a new policy is adopted, the ones that are handed out now will be grandfathered in. D. Holm asked A. Bedard, S. Bartlett, C. Butler, L. Sveum and L. Adams to write up a policy where the BOD could deny a special award if they felt they needed to. C. Butler will ask S. Thompson if he or the Dean of the College of Natural Sciences could contact the CSU lawyers and ask if they would consider reviewing such a policy for us.

G. Next Meeting

The next meeting will be held the 2nd Saturday (14th) of January at NREL in Golden, CO.

Colorado State Science Fair, Inc.
Board of Directors Meeting
January 14, 2006
Minutes

The meeting was held at National Renewable Energy Laboratory in Golden, CO.

Members Present: Sam Bartlett (Colorado Engineering Council), Mike Bemski (Canberra Industries), David Clark (US Department of Commerce/NOAA), Carol Denning (Colorado Dental Association), Bonnie Hames (NREL), Gina Holland (Colorado Engineering Council), David Holm (San Luis Valley Regional Science Fair, Inc.), Keith Kasunic (IEEE/LEOS), Linda Lung (NREL), Robert Morrow (Colorado Dental Association), Jody Oaks (San Luis Valley Regional Science Fair, Inc.), John Parker (Lockheed Martin), Ryan Patterson (CU Boulder), Courtney Butler – CSEF Director, Lucy Adams – Recording Secretary, Elemer Bernath – Historian, and guests Penny Propst and Judy Prester.

Members Absent: Dave Barton (Agilent Technologies), Al Bedard (US Department of Commerce/NOAA), John Bennett (CU Boulder), Elemer Bernath, Paul Cheng (Lockheed Martin), Pat Duran (Denver Enterprise Center), Dean Holzkamp (Colorado Medical Society Education Foundation), Stephanie Hooker (US Department of Commerce/NIST), Keith Kasunic (IEEE/LEOS), A. Bill Kieger (Colorado Medical Society Education Foundation), Vishy Lakshmanan (LSI Logic), Marie Mornis (Utility Engineering Corporation), Jan Nerger (Colorado State University), Brian Scriber (ICAT Managers), Stephen Thompson (Colorado State University), Lucie Trepanier (Desicionengineering, Inc.), & Amy Weich (US Department of Commerce/NTIA).

- I. Meeting called to order by President D. Holm.
A quorum was present.

- II. Introductions and Installation of new BOD Members
None

- III. Announcements and Additions to the Agenda
Under Old Business, add Scholarships and Representative for Publicity.

R. Morrow moved to accept the amended agenda. J. Oaks seconded, motion passed.

- IV. Approval of November 12, 2005 Minutes
D. Clark moved to accept the minutes as presented. J. Parker seconded, motion passed.

- V. Annual Report
Presented by D. Clark. The report is complete and has been sent out to all of the sponsors.

- VI. Treasurer's Report
Presented by S. Bartlett. A copy of this report is on file. C. Butler just deposited \$600 to the checking account, but sponsorships are not on line with last year's deposits. Taxes are done for the 2004/2005 fiscal year and have been submitted. R. Morrow moved to accept the Treasurer's Report as presented. J. Parker seconded, motion passed.

- VII. Finance Report
Presented by M. Bemski. D. Clark will submit the paperwork for the Combined Federal Campaign again this year, but that we need to start looking for someone else to take over this job. In October, a request was sent out to the BOD to see about getting the Special Awards Organizations to also be contributors to the fair. We need to develop new contacts, especially within the medical and agricultural groups. If any BOD member has new contacts, please forward them on to M. Bemski.
- VIII. Publicity Committee Report
Presented by D. Clark. Press release will be sent out on the regional science fairs in early February. D. Clark will be leaving the board as of the April meeting, but will stay on the Advisory Council. A new chair for the Publicity Committee will need to be found. A. Bedard has retired from NOAA, but will continue with the board for a couple more years.
- IX. Outreach Committee Report
Presented by J. Parker. This committee name will be disbanded and activities will be folded into the finance and/or the regional science fair support committees and taken off the agenda.
- X. Regional Fair Support Committee Report
Lockheed Martin will once again fund the Teacher of the Year award.
- XI. Grant Committee Report
Presented by S. Bartlett. No report at this time.
- XII. CSEF Director's Report
Presented by C. Butler. A copy of this report is on file. C. Butler is making new sign stands and signs for the fair to use during the event that will be more user friendly than the stands currently used from the LSC. We might look into getting the programs printed somewhere else than Signature Offset.
- XIII. Old Business
- A. Speaker for the 2006 CSEF
Presented by L. Lung. Speaker is in place, it will be Len Barren from CU Boulder.
 - B. Scientific Review Committee Policy
The policy was quickly reviewed by C. Butler for those in attendance. J. Parker moved that the policy be accepted as presented. S. Bartlett seconded, motion passed.
 - D. Pioneers of Science Sign Up
S. Bartlett sent around a list of who the awards are named after and the descriptions and who has paid and who hasn't.
 - E. Structure of Standing Committees
C. Butler will send out the listing that she has on who is on what committee.
 - F. Special Awards Acceptance Policy
New special awards will be accepted at the discretion of the board.
 - G. Scholarships
There is the possibility of applying to NSF for funds to have the CSU scholarships again. C. Butler will explore the possibility with people at CSU.

XIV. New Business

A. Audit Committee

G. Holland and B. Hames will serve on this committee, a third person will be recruited at the September meeting.

B. Next Meeting

The next meeting will be held April 8th at Colorado State University immediately following the fair.

Colorado State Science Fair, Inc.
Board of Directors Meeting
April 8, 2006
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), Bonnie Hames (NREL), Gina Holland (Colorado Engineering Council), David Holm (San Luis Valley Regional Science Fair, Inc.), Linda Lung (NREL), Robert Morrow (Colorado Dental Association), Jody Oaks (San Luis Valley Regional Science Fair, Inc.), John Parker (Lockheed Martin), Courtney Butler – CSEF Director, Lucy Adams – Recording Secretary, Elemer Bernath – Historian, Larry Sveum & Dan Kowal – Guests (new members for 2007).

Members Absent: Dave Barton (Agilent Technologies), John Bennett (CU Boulder), Dean Holzkamp (Colorado Medical Society Education Foundation), Stephanie Hooker (US Department of Commerce/NIST), Keith Kasunik (IEEE/LEOS), A. Bill Kieger (Colorado Medical Society Education Foundation), Vishy Lakshmanan (LSI Logic), Jan Nerger (Colorado State University), Ryan Patterson (CU Boulder), Brian Scriber (ICAT Managers), Stephen Thompson (Colorado State University), Amy Weich (US Department of Commerce/NTIA) & Paul Wojtaszek (Canberra Industries).

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

II. Introductions and Installation of new BOD Members
Dan Kowal is a former environmental science teacher and has been at NOAA for 5 years. D. Kowal will replace D. Clark as a representative from the US Department of Commerce/NOAA. D. Holm moved to accept D. Kowal as a new board member. M. Bemski seconded, motion passed.

Larry Sveum is a retired faculty member from Adams State College. L. Sveum will replace J. Oaks as a representative from the San Luis Valley Regional Science Fair. S. Bartlett moved to accept L. Sveum as a new board member. M. Bemski seconded, motion passed.

John & Betty Parker are new Regular Sponsors of CSEF and would like to nominate Amanda Parker as a board member. A. Parker is a student at CU Boulder and former CSEF Finalist. J. Parker moved to accept A. Parker as a new board member. A. Bedard seconded, motion passed.

III. Announcements and Additions to the Agenda
Under New Business, Historian and SRC Chair, Software Purchases, Pioneers of Science, Team Grand Awards, and Denver Metro Regional Science Fair.

Special thanks was given to D. Clark for his many years of service to CSEF.

C. Butler received the CSU “Everyday Hero Award” and D. Holm read a section of the article that was in Comment.

A. Bedard was given a plaque for his service to CSEF as a past president.

IV. Approval of January 14, 2006 Minutes

An addition to the minutes of January were to add L. Sveum as a guest at that meeting. G. Holland moved to accept the minutes with this correction. A. Bedard seconded, motion passed.

V.

A. Treasurer's Report

Presented by S. Bartlett. A copy of this report is on file. Last year, there was \$37,000 in contributions, and this year there was only \$34,000. Sponsorships last year were at \$21,500 and this year they are at \$25,100. Expenses last year were at \$22,000 and this year they are at \$25,400. The assets at this time last year were \$42,300 and this year they are at \$32,600. B. Morrow moved to accept the Treasurer's Report as presented. J. Parker seconded, motion passed.

B. Finance Report

Presented by M. Bemski. There is a New Sponsorship Packet available on the web. We need to add a personal letter from the BOD to it. We need to add a place on the web site where a board member can go in and indicate when they have given a packet to a new company. D. Clark has the new Colorado Combined Campaign information and will continue doing this for the CSEF for the next few years. The CCC is the reason that we began doing an Annual Report as they require one, as do most grant applications.

M. Bemski suggested that we begin charging a small fee for an organization wanting to present a Special Award. There are now 54 Special Award Organizations. S. Bartlett will contact the SAO contacts about this possibility. Case in point – K. Kasunik had a contact that he passed on to M. Bemski and instead of being contributors, they only gave a Special Award.

J. Parker asked about the possibility of parents being contributors. C. Butler said a letter could be sent out to them.

C. Publicity Committee Report

Presented by D. Clark. A timeline for publicity was put together and turned over to C. Butler to pass on to the new Publicity Committee Chair. D. Holm asked if there was a possible volunteer to take this job at this time – no response. An e-mail will be sent out to the entire BOD to see if there is someone willing to take over this job. C. Butler will check with someone at CSU about this job. The expense of printing the Annual Report and Posters will be continued to be covered by NOAA. We should contact Channels 9 and 2 in Denver for help.

D. Regional Fair Support Committee Report

Presented by A. Bedard. The Western Regional Science Fair has a number of parents working with their kids as their Adult Sponsors and they need help with understanding the rules. A workbook for elementary and middle school students needs to be created.

CSMATE is working on getting funding to create an on-line aid for students and parents centered around research plans and small-scale science.

An agenda item for next September should be the purchase of workbooks for teachers that will help with the process. NREL has a CD with science fair ideas on it.

A communication tool needs to be established on line so students and teachers from around the state can talk to one another about ideas and projects.

- F. Grant Committee Report
Presented by S. Bartlett. No report at this time.
- G. CSEF Director's Report
Presented by C. Butler. The CSEF went fairly smoothly. The Awards Ceremony was wonderful. The Ordway school board has told the science teacher there that science fair will not be supported in the school after this year. D. Holm asked if a support letter to the school board from CSEF would help. John McConnell has said that he doesn't think Stephanie Matlock-Cooley will be the director of the Western Regional Science Fair after this year, but he thinks he can get a funded position that would then work for the Math/Science Center and also be the director for that region. We should think about recording the awards ceremony. Need to check the script for the scholarships and teacher of the year, as the presenters were not introduced. Dr. Thompson would like to be the Guest Speaker for 2007.

VI. Old Business

- A. Structure of Standing Committees
Tabled until September meeting.
- B. Special Awards Acceptance Policy
The acceptance policy for Special Awards needs to be rewritten. S. Bartlett will take this on. He would like to double the number of Special Awards Organizations so we can get more students on the stage. He is pushing organizations to invite the winners to their annual meetings, or publish their work in a newsletter. There is a current minimum special award of \$50 total given by an organization and he would like to raise that to \$75.

VII. New Business

- A. Pioneers of Science
These really need to go to student that did not receive any other award.
- B. Guidelines for Official Photographers
A. Weich and C. Denning are going to devise some guidelines for photographers and add this to the volunteer letter sent out.
- C. SRC Chair
E. Bernath would like to begin transferring some of this responsibility to D. Steward. D. Clark moved to accept D. Steward as the new SRC Chair. B. Morrow seconded, motion passed.
- D. Team Grand Awards
When teams are nominated, they are all on stage and all receive \$30. We need to consider not giving honorable mentions to teams. Either we nominate them or not. It was awkward to give out 3rd, 2nd and 1st place team awards and then to give an honorable mention on stage.

- E. Volunteer Recognition
Sheila and Buster Weahkee work above and beyond any other volunteer this year. D. Holm moved to present them with a \$50 dining gift certificate. C. Denning seconded, motion passed. D. Holm also moved to present C. Butler's family with a \$300 gift certificate for all of the sign work, photos and volunteer work that they did this year. C. Denning seconded, motion passed.
- F. Contracts
An e-mail ballot will go out later this summer regarding the contract for C. Butler and L. Adams when we know what the finances look like.
- J. Parker moved that a bonus of \$1,500 be presented to C. Butler at this time. B. Morrow seconded, motion passed. J. Parker also moved that a bonus of \$300 be presented to L. Adams at this time. D. Holm seconded, motion passed.
- G. Nomination Committee Appointment
The Nomination Committee will be comprised of L. Sveum (chair), J. Parker, and A. Bedard. S. Bartlett has agreed to stay on as Treasurer and B. Hames has agreed to stay on as Secretary. L. Sveum will report at the September meeting and a vote will take place at that time.
- H. Next Meeting – September 9, 2006 at the Colorado Dental Society building.

XVIII Adjournment