

California Well Sample Repository Board of Governors Meeting

**Minutes of Meeting
Friday, January 14, 2011 [DDH A-108]**

Members Present:

Robert Horton, Larry Knauer, Andrea Weikel, Eric Hierling, Randy Adams, Larry Kunkel, Bill Kempner, Mark Wilson, Frank Cressy, Terry Beaschler, Beverly Byl

Members Absent:

Neal Livingston, Michael Clark, Kurt Neher, Julio Blanco

I. Call to Order:

Larry Knauer called the meeting to order at 10:35 AM.

II. Announcements:

- A. Curator's Report [Eric Hierling] [Attachment A]**
- a. State of the Repository
 - i. Cleaned up the surrounding grounds at the Repository, so it looks more appealing.
 - ii. Large bend on the side of the front building
 - iii. Sink in the repository still leaks
 - iv. The sink is not tied into the campus drainage system
 - v. Light fixtures still needs to be fixed
 - vi. Some aisles do not have light
 - vii. Front garage door on the second building is still broken and it is difficult to open.
 - b. Volunteer Program
 - i. Hierling reported the volunteers still come into the Repository on Wednesdays from 9:00am until noon.
 - ii. There are 5 regular volunteers and 4 irregular
 - iii. Hierling also mentioned the Repository still needs to hold the Volunteer Luncheon for 2010
 - c. Student assistants' projects/ Activities at the Repository
 - i. Two new student assistants were hired out at the Repository last year, Greg Thompson and Olawale Olabisi.
 - ii. Working on core reorganization, which has freed space of 120 shelves.
 - iii. Space is very limited so the more organized the Repository can be the better.
 - iv. Ashley Knauer worked out at the Repository for a short time last year and worked on organizing all the files to make sure accurate wells were filed in the correct folder.
 - v. Mount Diablo file collection hasn't had to be accessed but that is next on the student's list to organize.

- vi. Kempner noted the students' are putting a lot of time into these collections and the Repository is not getting a lot of money for it. Kempner suggested a multi-tier pricing where corporations, independent and student clients would all have a different fee for accessing the Repository collections.
 - vii. Kempner also suggested the Repository could leave the prices and have annual dues for clients, but Horton noted that they had tried that in the past and it didn't work.
 - viii. The corporations should be billed "harder" than they currently are, this way the Repository can double the money for the work.
 - ix. Hierling noted there were a bunch of unidentified boxes in the Repository, but not trying to identify the collection.
 - x. It was suggested the "old" index card files could be scanned so they will be stored electronically and the actual cards could be disposed.
- d. List of users and revenue for the 12 months
- i. Attachment A has a complete list of clients and a breakdown of donations, fees, and what type of material is being requested.
 - ii. Hierling's numbers are based on a calendar year (January 1, 2010-December 21, 2010), not fiscal (July 1, 2010-June 30, 2011).

B. Project Director's Report [Robert Horton] [Attachment B]

- a. Horton presented the budget for fiscal year 2010-11
- i. Each year CSUB Foundation provides Andrea Weikel with the available interest from the CWSR Endowment account and the H. Victor Church Endowment account, this interest then gets transferred over to the CWSR Operating Account.
 - ii. Horton noted the interest this year is lower than it has been in the past.
 - iii. Since Frank Robinson retired out of the Repository, his benefits are paid out through the Repository.
 - iv. At one time money was brought over to the operating account to cover Frank Charrons salary, but since Charron stopped charging for his time the surplus amount began to build up.
 - v. The board members discussed possibly moving some of the money in the surplus back to Repository endowment account to earn interest. Kempner suggested keeping the money where it is, because it would be hard to get it back out of the endowment account and it wouldn't be earning enough interest to make the move worth it. Kempner also suggested putting the back into the Repository and repair some of the items that need to be fixed and possibly hire another student.
 - vi. Weikel informed the group that any donations the Repository receives must go through CSUB Foundation. The donation is deposited into the Repository's trust fund and then Weikel transfers the funds into the operating account.

C. Other Business [Larry Knauer]

- a. Curator Position:

- i. The curator position still needs to be filled. Knauer knows of someone who may possibly be interested.
- ii. Larry Knauer would prefer the position be filled by someone who is a retired geologist or who has a geology background and has manager skills.
- iii. The Curator position will be part time and will be hired through Auxiliary, not stateside.

III. Adjournment: 11:45 am; next meeting was not scheduled.