

**LOUISIANA BOARD OF PROFESSIONAL GEOSCIENTISTS**

5802 Highland Road, Baton Rouge, Louisiana 70808

**REGULAR MEETING OF LBOPG**

Tuesday, February 18, 2014

9:00 A.M.

9643 Brookline Avenue, Conference Room

Baton Rouge, Louisiana 70809

**MINUTES**

1. Call to Order – 9:50 a.m.
2. Roll Call – WF, KH, MK, WM, DP, TP, Art Johnson, Lloyd Hoover and Brenda representing the LES
3. Approval of Minutes of the Last Meeting – edits and additions needed according to Secretary DP, Board members KH and WM gave input based on their notes
  - a. Moved by WM to accept minutes as amended, seconded by WF carries unopposed.
4. Reports from Committee
  - a. Office space – Brenda is here for questions; rate of \$314 for 196 sq ft. Discussion about internet & phone service, renters insurance and moving the front door buzzer entry system out of that office space. Motion by JJ to start pushing this through appropriate channels, second by WF, carries unopposed.
  - b. Potential Printers – champion can print 2000 8.5"x11" color certificates for just under \$1000. We discussed gathering information from the NOGS printer, and the details of the wall sized certificates. There was an extended discussion on how to print annual membership cards. Art Johnson will find out how AAPG handles this.
  - c. Executive Secretary position – 16 applicants to be reviewed by MK and JJ before next meeting
5. Legal Counsel's Comments –
  - a. Nothing needs to be changed with the act that has not already been addressed with the sponsor of the bill – HB 167
  - b. Office of contractual review – The CPA contract must go through this process
6. Status Report on the LBOPG Website –
  - a. Usable Creative policy is to receive %50 of development fee up front; Motion by TP to process the initial payment to Usable Creative, seconded by KH motion carries unopposed.
  - b. Input into the design is needed from the board. The ideas are centered on the pictures of geology in Louisiana and possibly a map divided into the congressional districts with details of who is representing the district.

7. Review of Contracts to be finalized – the CPA contract was presented and the head of the company was there to answer any questions. Motion by DP to approve signature of contract for CPA services and get contract to Office of Contractual Review, seconded by WF motion carries unopposed.
8. Any other Business – Continuing Education discussion again – How long should we store data? What data to store? Store Topic, Presenter, Hrs, Date. Keep data for 2-3 years.
9. Next Meeting Date 3/11/14 & 3/25/14
10. Adjourn 12:15 p.m.