

**Pacific Regional Society of Soil Science
Annual General Meeting
March 20, 2010
UBC, MacMillan Building, Room 166**

Meeting to order: 1:00 pm

Review of Minutes from 2009

Any comments about last years' minutes to be made after meeting

CARRIED

President's Report – Dave Poon

- 1) Membership
maintained and increased
 - 110-120 members
 - 12% student renewal
 - 21% new students
 - 49% regular renewal
 - 18% regular new

Recruitment through field trip, field course, workshop, and membership follow up

- 2) Field Trip (Okanagan/Similkameen Valley)
 - Field trip engaged a lot of members (including non-Vancouver members)
- 3) Newsletter
 - One quality newsletter came out this year. A bit short of our 2/year goal

See Appendix A: President's Report for details.

Motion to accept President's report moved by Christian Evans, Seconded by Erica Milligan, *CARRIED*

Bookstore report – Andy Jakoy

With the help of Christian Evans and Melissa Iverson, the books were moved into room 136 of the MacMillan building.

The books were repacked, relabeled, and organized

An online inventory of books is available online at www.PRSSS.ca

There has been moderate purchasing activity

- Kent Watson's Soils Illustrated Field Descriptions
- Langley – Vancouver reports
- CLI capability reports

See Appendix B: Bookstore report for details

Motion to accept bookstore report moved by Melissa Iverson, Seconded by Amber Daniels, *CARRIED*

Treasurer's Report – Christian Evans

Balances as of December 31, 2010: \$6,287

Notable events in 2009

1. An on-line treasury sheet was begun.
2. The 3 old PRSSS bank accounts (Membership, Workshop, and Bookstore) were combined into one account to reduce the amount of inter-account transfer.
3. Services were moved from the Bank of Montreal to Vancouver City Credit Union in order to support a local business as well as to take advantage of the most accessible ATM on UBC Campus.

Highlights of 2009 Treasury Report

1. The Workshop essentially broke even.
2. The bookstore continues to produce a profit.
3. T-shirt sales, designed to break even, have paid for more than half the t-shirt order.
4. Promotional fees gathered from a "Soil Identification Course" run in the summer were used to offset the losses sustained by the Field Trip.

See Appendices C, D and E

Motion to accept the treasurer's Report by Geoff Hughes-Games, seconded by Art Bomke, *CARRIED*

Discussion of proposed 2010 Budget – Christian Evans

We have extra money. Proposed spending:

- Afford speakers allowance
- Scholarship
- Mentorship program (Associated costs, such as dinners)
- Invest it (not a good idea right now)
- Subsidize field trip

If we were to create a scholarship and accept cash deductible donations, we would need to become charitable organization, rather than not-for-profit organization.

Trevor Murrie to look into scholarship.

Art Bomke: We don't have enough for scholarship. The mentorship program sounds like a good idea because student-professional interaction is very important.

Question: What is membership trend?

- Just started tracking last year. We are maintaining/increasing membership. This will be looked into further.

PayPal costs to be added into budget (\$0.30 + 2.9% of each transaction).

2010 proposed budget report moved by Erica Milligan, seconded by Katarina Glavis *CARRIED*

Website Report

Archive added (helpful for researching or for people who teach soils in BC)

- all soil science proceedings back to 1961 available here
- option to search by article title or author

Payment can now be completed online through Paypal.

Website costs are roughly \$100 per year.

Website report moved by Katarina Glavis, Seconded by Melissa Iverson, *CARRIED*

New Business

Rachel Strivelli: New website with enhanced connectedness, easy professional networking, and easy access to uploading content is being created for the PRSSS. We are looking for people to be on a sub-committee. Stay tuned for this new interactive website!

Elections

President: Dave Poon to remain in this position

President-Elect: This position assists the President and will become President in

2010-2011. The elected individual must be willing to stay on for two years.

Maja Krzic nominates Alisha Hackinen, Alisha accepts

Secretary: Maintain records and membership lists. Maintains list serve and distribution.

Records minutes of executive meetings and distributes to executive.

Emma Holmes to remain in this position

Treasurer: Manage three accounts and finances. Receives membership forms.

Provides

annual report to Ministry of Finance regarding the financial status of the organization.

Provides reimbursements to Executive members and stores all financial records.

Katarina Glavis to move into this position

Directors: Roles are not ultimately defined. Directors help with events, website, newsletters.

Khaled Hamdan to stay on as director

Rachel Strivelli to stay on as director

Emma Holmes nominates Dru Yates, Dru accepts

Emma Holmes nominates Danielle Dodd, Danielle accepts

Bookstore Director. Andy Jakoy will remain as bookstore director.

Meeting Adjourned 1:40 pm

Appendix A: President's Report

Membership

We met our goal of maintaining or increasing our number of members. The number of members increased from 110 to 126 (February 2009 to February 2010). Figure 1 shows the membership distribution by student members or regular members, and by new members and returning members ('renewal/current'). Looking back at trends of the past two years, it appears that regular members who have joined the PRSSS retain their memberships. The number of student members has also grown, although they tend to be shorter-term members.

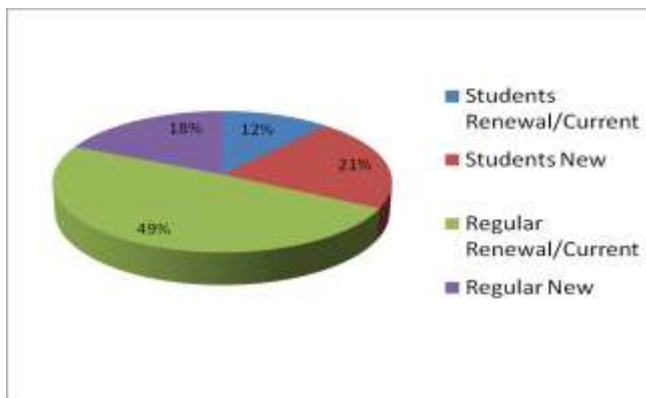


Figure 1. Membership distribution in February 2010.

Fall field trip

In September 2009, the PRSSS had its annual fall field trip in the south Okanagan and Similkameen valleys. We met our goal of engaging new and current members and topics outside of the Metro Vancouver (the previous two field trips were in Metro Vancouver): nine of 24 participants (not including presenters) were from outside the Lower Mainland, all our presenters were from the Interior or had done some work in the area, and there was a good mix of students, researchers and government and industry professionals. Dr. David Clements, a guest speaker and participant on the field trip, summarized the field trip in a newsletter article (to appear in the next PRSSS newsletter). Financial details are presented separately in the Treasurer's report.

Newsletters

Although we missed our goal of 2 or 3 newsletters for the year, the August 2009 newsletter was long (22 pages) enough to be split into two newsletters, and the next newsletter is expected to be released within the next two months as part of a commitment to communicate more regularly with members.

Respectfully submitted,
Dave Poon, President

Appendix B: Bookstore Report

In our report storage area (MacMillan #36), a significant activity was initiated by Christian this last summer and with the help of Melissa we carried out a complete inventory of the available references. These were repacked and the total number of each item was noted on the container box. Also an inventory sheet was created by Christian for all these as [google.com/accounts](https://www.google.com/accounts) document¹.

We've experienced moderate activity over the past year. Provincially there were several requests for the Langley-Vancouver reports from Burnaby and Victoria. Several Canada Land Inventory reports were requested from Ft. Saint John and Grand Prairie.

There has been considerable interest even from Quebec and Ontario in Kent Watson's excellent work of Soils Illustrated Field Descriptions. We've already dispersed five of these.

For the complete financial returns, I refer you to our Treasurer's Report, since Christian made a few sales while I was in Europe.

Thank you for visiting our display of available material, during the recesses of this Workshop or browsing PRSSS website.

I submit my report to this AGM, with thanks to all who helped.
Andy Jakoy, Bookstore Coordinator.

¹ <http://spreadsheets.google.com/pub?key=pTzhIjyBFPRGAsYofqFIzeg&output=html>

Appendix C: Cash Flow Summaries

PRSSS Treasury 2009

January 1st Balance	\$6,287.56
Credits	\$7,800.84
Debits	\$7,726.49
Running Balance	\$6,361.91
Net Cash Flow	\$74.35

Membership/Misc 2009

Credits		\$1,011.87
Debits	Executive Meetings	\$731.95
	Supplies	\$149.52
	Website	\$129.92
	Fees	\$47.78
Net Cash Flow		-\$47.30

Workshop 2009

Credits	\$2,860.00
Debits	\$2,593.78
Net Cash Flow	\$266.22

T-Shirts

Credits	\$835.00
Debits	\$1,412.96
Net Cash Flow	-\$577.96

Bookstore

Credits	\$605.06
Debits	\$80.97
Net Cash Flow	\$524.09

Promotion

Soil Descr. Course Fees	\$1,413.08
Promotion	\$92.76
Net Cash Flow	\$1,320.32

Field Trip

Credits	\$1,070.00
Debits	\$2,486.85
Net Cash Flow	-\$1,416.85

Appendix D

PRSSS 2010

Proposed

Budget

Item	Amount
January 1st Balance	\$6,361.91
Credits	\$4,650.00
Debits	\$5,400.00
Final Balance	\$5,611.91
Net Cash Flow	-\$750.00

Membership/Misc 2009

Credits	\$850.00	(60 regular members, 50 students members).
Debits	Executive Meetings	\$600.00
	Supplies	\$100.00
	Website	\$150.00
	Fees	\$200.00 (\$150.00 in PayPal fees)
Net Cash Flow		-\$200.00

Workshop 2009

Credits		\$1,800.00
Debits	Catering	\$1,800.00

Cash Prizes	\$600.00
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Speaker Travel	\$800.00
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(Speaker travel allowance is high this year due to unforeseen circumstances,

Net Cash Flow

-\$1,400.00

but it is proposed to limit it to \$500.00 annually.)

T-Shirts

Credits	\$600.00
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Debits	\$0.00
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Net Cash Flow	\$600.00
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Bookstore

Credits	\$400.00
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Debits	\$50.00
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Net Cash Flow	\$350.00
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Promotion

Soil Descr. Course Fees	\$0.00
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Promotion	\$100.00
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Net Cash Flow	-\$100.00
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(to be prudent, this source of income is not assumed)

Field Trip

Credits	\$1,000.00
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Debits	\$1,000.00
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Net Cash Flow	\$0.00
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(The cost depends entirely on the scope of the field trip, but in the absence of income from the Soil ID course, a break-even operation is recommended.)

Appendix E

PRSSS 2010

Treasury Cash Surplus

Without pre-payment	
Proposed Yearly Costs	
Workshop	\$2,900.00
Field Trip	\$1,000.00
Executive Meetings	\$600.00
Supplies	\$100.00
Websites	\$150.00
Fees	\$50.00
Shipping	\$50.00
Promotion	\$100.00
Total	\$4,950.00

Proposed 2010 Budget	
Item	Amount
January 1st Balance	\$6,361.91
Credits	\$4,650.00
Debits	\$5,250.00
Final Balance	\$5,761.91
Net Cash Flow	-\$600.00
Proposed Cash Surplus	\$811.91

With pre-payment	
Proposed Yearly Costs	
Workshop	\$500.00
Field Trip	\$0.00
Executive Meetings	\$600.00
Supplies	\$100.00
Websites	\$150.00
Fees	\$50.00
Shipping	\$50.00
Promotion	\$100.00
Total	\$1,550.00

Proposed 2010 Budget	
Item	Amount
January 1st Balance	\$6,361.91
Credits	\$4,650.00
Debits	\$5,250.00
Final Balance	\$5,761.91
Net Cash Flow	-\$600.00
Proposed Cash Surplus	\$4,211.91

Assuming that pre-payment for the Workshop and the Field Trip is made standard practice, a conservative estimate of a

\$3000.00 surplus is proposed.

Proposed Spending of Surplus

Credits	Surplus	\$3,000.00	
Debits	Extra Speaker Travel	\$900.00	(For either the Workshop or the Field Trip)
	Field Trip Subsidy	\$1,000.00	
	Cash Prizes for Workshop	\$600.00	
	Promotional Materials	\$500.00	
Net Surplus		\$0.00	

Alternate Proposals for Surplus Spending

Investment	Amount invested	\$3,000.00
	Annual Return at 1.25%	\$37.50
Annual Scholarship	Scholarship Amount	\$500.00
	# of years available	6
Mentorship Program	Associated Costs (dinners, administration)	\$500.00
	# of years available	6