**Minutes 2002**

**ASEH Executive Committee Meeting**

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**March 21 2002**

**Denver, Colorado**

**[attachments are on file at ASEH archives]**

Participants:  Carolyn Merchant, Doug Weiner, Mark Madison, Lisa Mighetto, Jeffrey Stine, Susan Flader, Adam Rome, Jackie Corn, Linda Lear, Mark Harvey, John McNeill, Sarah Elkind, Dennis Williams, James McCann, Bill Rowley

Guests:  Steven Anderson and Ari Kelman

1. Approval of Minutes.  *Bill moved to approve the minutes for 2001; Susan seconded the motion.  Motion carried.*  Susan requested that we format the Executive Committee roster in columns; Lisa agreed.

2. Carolyn expressed her "deepest thanks" to Ari and his committee for all their efforts in coordinating the Denver Conference.

            Denver Conference Report

            282 preliminary enrollment – 37 students

            343 people registered at the time of the Executive Committee meeting

Ari expected to make $6,000 profit.  He explained that he tried to keep the expenses down, but many events – such as receptions – cost more money than expected.  Donations and contributions decreased after September 11.

            Room nights:  359 total Brown Palace

                                    77 first night Brown Palace

                                    236 total Comfort Inn

                                    48 first night Comfort Inn

Sarah suggested that we come up with ideas to make the conference more affordable – such as pairing people to share rooms.

3. Conference Site Selection Committee Report

Jackie Corn reported that her committee evaluated two proposals, and selected Victoria as the location for the 2004 conference, which will be a joint meeting with the National Council on Public History (NCPH).  Jackie recommended that the conferences should be a moneymaking venture.  [In 2000, the Executive Committee agreed that conferences should generate a profit of $6,000 - $10,000.]   Discussion about obtaining donations and contributions for conferences ensued.  As ASEH Vice President, Doug Weiner is in charge of appointing the Program Committee for 2003.  Next year's program should include 1/3 environmental history, 1/3 public history, and 1/3 combined.  Both ASEH and NCPH intend to issue a joint call for papers.  ASEH should establish a rule:  Each person appears on program only once; Lisa agreed to add this point to the conference guidelines.

4. *Environmental History* Report

The January issue – Adam's first – is out now; it was recently mailed.  He expects production schedule will be on track by spring.  Adam expanded the editorial board and is very pleased with the new members.  The possibility of publishing the journal on-line is being considered [see attached report].  The possibility of redesigning the journal is also being considered; Adam plans to talk to a designer.  At a minimum, he hopes to revise the cover.  The possibility of advertising in other journals is being considered.  Adam encouraged everyone who hears about interesting and relevant manuscripts to ask the author to submit to *Environmental History*.

5. Forest History Society Report

Steve began by discussing membership figures [see attached].  He cautioned that we need to be careful about looking at membership figures at any given time; they might not reflect the actual numbers.  Largest increases in costs in journal budget are due to the rising cost of printing, including expenses for paper – and articles are getting longer.  New line item in his report:  Indirect costs.  *Mark Harvey moved to approve Steve's budget; Linda seconded the motion.  Motion carried.*  Carolyn expressed appreciation for Steve's efforts on behalf of the journal.  She also praised the Forest History Society's staff, noting that they have been very responsive to ASEH needs.

6. Treasurer's Report

Mark Madison praised Carolyn's fund-raising efforts, which have been very successful.  He noted that much of the money is earmarked, and there is a need for more contributions to the general fund.  He recommended that ASEH maintain a permanent ledger – not just a checkbook, and that we schedule periodic audits.  Carolyn requested estimates for the audits.  Mark suggested that ASEH have a finance committee.  It was mentioned that John McNeill gave a donation based on 10% of his royalties for 2001.

7. Development Committee Report

Carolyn noted that in this year of recession and tragedy ASEH members have proven to be very generous with their time and money.  ASEH now has 11 travel grants and a fund for minority grants. The latter fund is slated to total $20,000, with ASEH matching $10,000.

Doug talked about the need for a part-time Executive Director.  He believes it would take at least $500,000 to fund this position.  One money-raising strategy is to research foundations, and perhaps invite officers from selected foundations to conferences, starting with Providence.  ASEH could pay people to conduct highly targeted searches for us to help find appropriate foundations.  Another idea is to invite potential donors to the Providence meeting.  A third suggestion is to set up a pool of speakers who might donate part of their talks or royalties from books.  Marty Melosi and Stephen Pyne have expressed interest in this approach.  A fourth idea is to encourage ASEH members to consider the Society as part of their bequest.  Discussion ensured regarding what kind of companies will ASEH accept money form.  Are foundations "cleaner" than corporations?  We need a policy decision regarding this ethical consideration. Carolyn suggested that Doug's committee grapple further with the issue.  Another discussion ensued about why and how ASEH should grow.

8.  Insurance Report

Jeffrey explained that ASEH members who serve as officers or on committees could be vulnerable to lawsuits.  He looked into HSS, and recommended a $1,400 policy that covers legal costs and settlement.  Possibilities include purchasing insurance that would cover the Society's officers and conferences or insurance just for conferences.

9.  Proposed Changes in By-Laws

Discussion ensued regarding elections and proposed changes to the by-laws [see attached].  *Dennis moved to accept changes; Doug seconded the motion.  Susan added a friendly amendment striking the sentence "Nominations may be made from the floor."  Motion carried.*  Lisa agreed to place a Call for Nominations in the newsletter.  *Dennis moved that all ballots include a provision for write-in candidates; Mark Harvey seconded the motion.  Motion carried.*

11. ASEH Website Report

We discussed the need for ASEH to receive a more prominent appearance on the website, perhaps by enlarging the logo and presenting "ASEH" in larger letters.  *Dennis moved that ASEH create ASEH.org and dedicate $70/year to have it hosted so that we can have greater access.  Mark Madison seconded the motion.  Motion carried.*

12. New Business

Susan's request that the Executive Committee endorse her letter regarding access to public documents under the Freedom of Information Act was approved.

5:15 p.m.

*Susan moved to adjourn; Mark Madison seconded the motion.  Motion carried*.