

*California Well Sample Repository Board of Governors Meeting*

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**Minutes of Meeting  
Wednesday, June 24, 2014 [DDH A-108]**

**Members Present:**

Robert Horton, Larry Knauer, Andrea Weikel, Charles James, Neal Livingston, Larry Kunkel, Michael S. Clark, Mark Wilson, Frank Cressy, Kurt Neher, Randy Stephenson, David Melendez

**Members Absent:**

Bill Kempner, Anne Houtman

**I. Call to Order:**

Larry Knauer called the meeting to order at 10:07 AM.

**II. Announcements:**

- A. Curator's Report [Charles James] [Attachment A]**
- a. State of the Repository
    - i. Always cleaning and reorganizing and with all the cleaning has found more space around the building
    - ii. Added 12 file cabinets for Paleo Data
    - iii. Facilities came out and fixed the lighting so all isles are well lite
    - iv. New comprehensive record keeping system
  - b. Volunteer Program
    - i. There are 8 regular volunteers
    - ii. 10 volunteers on the waitlist
    - iii. Volunteers requested a volunteer luncheon be held twice a year because they are doing double the work and getting through a lot of core.
  - c. Student assistants' projects/ Activities at the Repository
    - i. Three new student assistants were hired out at the Repository last year, Eric Heaton, Jeff Kimper, & Emmanuel Otaru
  - 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.
- B. Project Director's Report [Robert Horton] [Attachment B]**
- a. Horton presented the budget for fiscal year 2013-14 & 2014/15
    - i. In the past CSUB Foundation provided Horton with a list of donations that had been made to the CWSR and in the past couple years that has not been received. Therefore, accurate record has not been kept of the donations, because Andrea Weikel is lacking the information that is needed. Melendez [VP of

University Advancement/Foundation] said he would make sure we received those reports every year. Knauer said he would send Weikel a list of confirmed donations to make sure we have received them.

C. Other Business [Larry Knauer]  
N/A

**III. Adjournment:** 12:00 pm; next meeting was not scheduled.