



Association for Women Geoscientists

12000 N. Washington St., Suite 285 • Thornton, CO 80241 • awg@aipg.org

AWG BOARD OF DIRECTORS 2010 FALL MEETING

Hilton Garden Inn Denver Downtown
1400 Welton Street
Denver, Colorado 80202

October 29th – 30th 2010

303-603-8000

Web site: www.denverdowntown.stayhgi.com

Please read this entire document, even if you have read them in the past.

Please make room and flight reservations by **October 1st**.

Please complete and return this form to Sara Welna at sarawelna@gmail.com (e-mail) by **OCTOBER 1st, 2010**, even if you are not able to attend the Fall meeting. Then either pay your delegate fee online at <http://awg.org/membership/Core/Events/events.aspx> or mail this form with payment to Cristie Valero at the AWG address in the header to pay your delegate fee.

Send your airline and arrival airport info. Indicate if you'd like to be connected for carpooling from the airport to the hotel, and let us know if you need or have a roommate.

AWG Fall 2010 BOD Meeting Delegate Form

Name	Charlene Sundermann	Region/Position:	President/Past
Address:	128 N 13 th Street, # 903		
	Lincoln Ne 68508		
Phone:		Cell:	402-639-1276
e-mail:	csunderman@yahoo.com		
Roommate Needed?	Yes _____	No	<input checked="" type="checkbox"/> x _____
Rooming with:			
Arrival Info (for carpooling and/or roommates):	Thursday early evening		
Departure Info:	Driving, with Student Delegate		
No. of Guests:	0		
Other Comments:			

The weather will likely be cool and mild ranging from the mid 50s to 60s °F. Snack items and lunch will be served in the meeting room. Meeting fees for facility and meals are noted below.

Delegates / Excom	\$45	_____
Guest(s) (meals only)	\$45	_____
TOTAL	45	_____

GUIDELINES FOR DELEGATES

Attendance. Delegates who are unable to attend the meeting should contact their alternates **immediately** or as soon as possible, and no later than **SEPTEMBER 1, 2010**. If neither you nor your alternate can attend, please inform Sara Welna as soon as possible at sarawelna@gmail.com .

Proposals for AWGF. Proposals should be submitted to the foundation by **SEPTEMBER 1st** for consideration at the Fall meeting. Proposal forms are available on the website <http://www.awg.org/AWGFoundation/request.html> .

SCHEDULE OF EVENTS

Executive Committee

The Executive Committee will meet Thursday afternoon October 28th.

Board of Directors Meeting – Friday Oct. 29th & Saturday Oct. 30th

The Board of Directors Meeting will be Friday October 29th and Saturday October 30th from 8:00 a.m. to 4:30 p.m. in the **Platinum Conference Room** at the Hilton Garden Inn. This is a two day meeting. Agenda items should be submitted to Sara Welna at sarawelna@gmail.com .

AWG Foundation

The Foundation will meet separately during the Board of Directors meeting in the **Momentum Conference Room** at the Hilton Garden Inn. A portion of the meeting will be spent jointly with the Board of Directors and the Foundation.

Meeting Webpage

Meeting Information will be posted on the fall meeting webpage at <http://www.awg.org/About/BODFall10/index.html> . Officer and delegate reports will be added to this site once received.

MEETING PREPARATION.

Prepare for the meeting a few weeks ahead of time. We want to be as efficient as possible.

- **Submit your delegate's report** to Secretary Heidi Hoffower at hoffowerhl@yahoo.com by October 1st. If you have not made a report in the past, please contact Heidi for details. The following is a link to an example report: http://www.awg.org/about/delegates/2006/Pacific_DELEGATE_REPORT_09-06%20Chp.pdf .
- Please contact the incoming president Heidi Hoffower (hoffowerhl@yahoo.com), President Sara Welna (sarawelna@gmail.com) or the Past-President, Charlene Sundermann, (csunderman@yahoo.com) with any questions.
- Review your delegate manual
- Contact your regional chapter presidents or officers, or send a global e-mail to your region. Contact the office at office@awg.org to be put in touch with current members in your region. When communicating with your region, the following can be considered:
 - Ask them for updates on their activity for the past half year.
 - Ensure Chapters have submitted all required Chapter Forms (Treasurer Reporting Form, Chapter Annual Report, Officer Reporting Form.)
 - Ask if there is anything your chapters would like to share with the Board.

Tools. We will attempt to have outlets for laptops and a printer. You may bring a USB storage device for file sharing there is wireless capabilities for e-mail within the conference room.

Attire. Attire typically ranges from casual to business casual. Wear something comfortable for you. You'll find a range of attire from dresses to jeans. Be comfortable and ready to work!

Reimbursement. AWG has a Travel policy that reimburses up to \$500 for meeting travel expenses. In order to keep annual Board expenses low, we strongly encourage board members to utilize other sources of funding such as self, employers or chapters.

Roommates. For those of you who are new to the board, we usually share expenses with roommates. Please contact sarawelna@gmail.com to be put in touch with someone else looking for a roommate. You may also contact any other board member directly to arrange for a roommate.

Meals. Early arrivals usually meet for dinner Thursday night before the meeting. Attendees are on their own for Breakfast. Lunch will be served in the meeting room

during the meeting. We will plan on a group dinner on Saturday night beginning at approximately 7:30 PM.

Travel Arrangements

Lodging. The Hilton Garden Inn is located in Downtown Denver across from the Denver Convention Center and just 2 blocks from the 16th Street Mall.

Rooms for a rate of \$119/night can be made by October 1st online or by phone:

- [Reservations Webpage](#)

web page address is: http://hiltongardeninn.hilton.com/en/gi/groups/personalized/DENDDGI-AWG-20101027/index.jhtml?WT.mc_id=POG

Group Name:	Association for Women Geoscientists
Group Code:	AWG
Check-in:	27-OCT-2010
Check-out:	31-OCT-2010
Hotel Name:	<u>Hilton Garden Inn Denver Downtown</u>
Hotel Address:	1400 Welton Street Denver, Colorado 80202
Phone Number:	303 603 8000

Note: The rate of \$119/night is only for AWG. If you are staying Sunday - Wednesday for GSA, you will have to make separate lodging arrangements for those nights and pay the GSA rate.

Flights. Flights can be arranged directly into Denver International airport (DEN) from most US cities.

Denver International Airport

- Distance from Hotel: 27 miles
- Drive Time: 34 minutes
- <http://flydenver.com/>

Directions to Hotel from Denver International Airport:

Directions from Denver International Airport: North on Pena Blvd, merge onto I-70 West, Take I-25 South exit #274 toward Colorado Springs, Merge onto I-25 South/US 87 S, Take Speer Blvd South exit #212B, Merge onto Speer Blvd, Turn left onto Lawrence St, Turn right onto 14th St. Arrive at Hotel 1400 Welton Street.

Directions from Colorado Springs: Merge onto I-25 N toward Denver. Merge onto W. Colfax Ave /I-70 BL E / US 287 S exit #210A. Turn slight left onto Welton Street. Proceed to Welton and 14th Street.

Directions from Boulder: US-36 East toward Denver. Merge I-25S/US 87S. Take Speer Boulevard exit 212B, merge onto Speer Blvd. Turn left onto Lawrence Street. Turn right onto 14th Street to Welton Street.

Taxi or Shuttle. If you are interested in carpooling from the airport please contact Sara Welna at sarawelna@gmail.com to be connected with others. Otherwise, taxi and shuttle information is as follows:

Taxi

Metro Taxi: 303-333-3333

Yellow Cab: 303-777-7777

Taxi stands are located outside East Terminal exit doors 505 and 507 and West Terminal exit doors 510 and 512.

Flat rates are the same for both companies:

- DIA to downtown: US\$51 + US\$3.50 gate fee
- DIA to the Denver Tech Center: US\$57 + US\$3.50 gate fee
- DIA to Boulder: Flat rate of \$US84 + \$3.50 gate fee

Taxis arriving at DIA are not subject to gate fees.

Shuttle – SuperShuttle

- Shuttle Charge (one way): \$21
- <http://www.supershuttle.com/>
- 1-800-BLUEVAN