

13 March 2011

Waterbird Society Council Meeting

Holiday Inn Midtown, 2503 South Locust Street, Grand Island Nebraska

Meeting called at 0814 by Chip Weseloh

Present at start of meeting were Dave Shealer, Patricia Szczys, Linda Wires, Francie Cuthbert, Chris Custer, Jennifer Arnold, Gayle Fraser, Felipe Chavez, Kathy Parsons, Patrick Jodice (Acting Secretary)

Absent at start of meeting were Nellie Sapporo, Becky Harris, John Coulson, Clay Green, Bob Elner, Erica Nol, Jaime Ramos, John Anderson, Jeff Spendelow

Chip Weseloh: Linda Wires will be stepping down from student award chair and Gayle Fraser will take over as chair

Dave Shealer motions to approve agenda and Patricia Szczys seconds; agenda approved unanimously.

Felipe Chavez and Kathy Parsons provided a brief review of meeting status: 187 registrants as of yesterday, 167 presentations, 30% of orals presented by students (highest in recent years), 32% of posters presented by students

Council moved on to review of STRATEGIC PLAN

Kathy Parsons reviewed the process in brief that led to the current document and the structure of the document. She briefly reviewed highlights of the plan as currently drafted. All of these details appear in the document and are not noted here.

Dave Shealer: This document would become part of the policy and procedures annual if approved?

Kathy Parsons: yes and some of this would require change in bylaws. Dave Shealer noted it would be important to package these bylaws changes into as few votes as needed.

Chip Weseloh: Suggests a point by point review and all agree (only items of controversy, change, or serious discussion are noted here). Any discussion or amendments will be covered in process (i.e., no notes indicates no substantial discussion or clarification).

Finance and Investment

Chris Custer: Reviewed briefly some of the details within the financial procedures section to provide some clarification. One of the more substantial changes addresses flexibility in the amount of funds that can be withdrawn from general endowment. Dave Shealer: Clarify that rules of withdrawal from 'named' endowments (i.e., Kushlan, Nisbett) need to be consistent with original letters of intent. Kathy Parsons: will add additional text to clarify these points. Chris Custer: Principal of named endowments is not supposed to be drawn down according to prior CPA advice. Kathy Parsons: Language and text will be appended and clarified based on some of the above discussion.

Chip Weseloh: There is strong support by the F&I committee for the recommendation of an external (paid) audit every 3 years. Five years was seen to be too infrequent, 1-2 years too frequent and too costly. Kathy Parsons: This 3 year audit will be the only external review of our accounts.

Kathy Parsons: following question about organization of document, noted that current structure provides both prior process and proposed process to facilitate discussion of previous procedures compared to proposed procedures.

Kathy Parsons: Item 18 (Financial Procedures document) is a new task for the Secretary. This led to a brief discussion of income stream from sources like BioOne. Chris Custer noted concerns about decreasing payment of page charges due to economic issues. Chip Weseloh: Item 18 allows for a compromise that more closely follows best practices for finances and handling of incoming and outgoing monies.

Kathy Parsons: Item 19 and 20 of the Financial Procedures document (i.e., F&I committee) allows F&I to focus more on 'bigger picture' and longer term view of financial issues.

Chip Weseloh: With respect to items re: F&I committee, WbS previously discussed how often excess cash should be transferred to F&I; now it will be done once a year but reviewed every 6 months. Kathy Parsons: this is stated explicitly later in the document (Item 25, Financial Procedures document).

Jeff Spendelow arrives at 0915

Kathy Parsons to Chris Custer: For informational purposes please review major areas of income and outflows.

Chris Custer: Last year membership revenue was 39k; BioOne and JSTOR was 28k; page charges fluctuate year to year, budget is 5k per year based on averaging, but last year revenue was 30k; for a total of 97.8k. Expenses; journal production cost has remained relatively constant and going from 3 to 4 issues/year allowed for periodical rate – yearly is 37k; editor is 16k; dues to OSNA, web page hosting, etc. have stayed flat. This was not a detailed budget review but rather a brief overview to facilitate discussion and understanding of roles of Treasurer.

Chris Custer: Suggests that we have additional discussions via Don McCrimmon with Parcek about dollar-cost averaging of large investments

Chip Weseloh: There is an item worth noting as being absent. Best management practices typically set up a hierarchy between F&I committee and Treasurer. We have decided to not set up such a hierarchy and this was agreeable to both parties. The goal was to enhance collaboration and we hopefully achieved that.

0930: Gayle Fraser motions to accept F&I section; Dave Shealer seconds. No additional discussion. Vote was unanimous.

Dave Shealer: Review page 4-6 of document, recommendation section, point-by- point. :

Recommendation 2, strike 'policy to 100k' and add 'coverage consistent with financial resources'.

Recommendation 6, changed VP to President; changed each quarter to every 6 months.

Recommendation 8, suggest changing 'chair of all committees' to 'chair of relevant committees'.

Recommendation 9, Jeff Spendelow asked to clarify roles of outreach committee; Jennifer Arnold responded with some brief tasks of the outreach committee but noted that the real purpose of the outreach committee was never clearly defined. Kathy Parsons: outreach is not proposed under governance and does not appear to fit. Dave Shealer: Ideally tasks under recommendation 9 could be handled by an adhoc committee appointed to the F&I committee. Also, Dave Shealer, strike last clause 'Clear direction...'

[NOTE: No vote taken on F&I section at this time although this does occur later]

0945: Nellie Sapporo arrives (after getting to see Whooping Crane among flock of Sandhill Cranes)

0955: Vision 2020, Background

There was a brief (but lingering) discussion of item 2 in the mission statement. The primary discussion points related to how the Society was active globally. We likely need to discuss this more as a strategy for future. Some slight changes to wording are suggested to clarify the mission and discussion continues about whether the statement needs to be changed or not. Dave Shealer will edit the mission statement per the discussion.

1006: Patricia Szczys moves to accept mission statement as edited by Dave Shealer; Gayle Fraser seconds: Vote is unanimous.

1011: Dave Shealer motions to accept Section 1, F&I, with modifications as discussed; Kathy Parsons seconds. There was no additional discussion and the votes passed unanimously.

Dave Shealer: Submit any editorial corrections to Dave Shealer and he will clean up the document.

Dave Shealer: Committees and Governance, Dave Shealer raised a comment/suggestion from membership. It was determined that the Chair of a standing committee does not need to be a councilor but each committee should have a councilor on it.

Kathy Parsons: How is the 2020 document implemented, does there need to be a vote by the general membership? General agreement was that a member vote was not necessary but an announcement of some sort is needed, e.g. at the business meeting. Mention that council made some revisions based on member comments and council comments.

Jennifer Arnold: How does former committee structure merge into new committee structure? Dave Shealer: nothing can be done until bylaws are changed. Kathy Parsons: Activity can start under adhoc committees and then become formalized when bylaws are changed. Dave Shealer: points out that we

need to be clear on differences between strategic plan and an implementation plan, i.e., some of what Jennifer Arnold discussed was implementation but not strategic.

1045 resume following break

Dave Shealer: Pointed out two lingering issues with composition of committees and governance starting on page 3 with respect to the Science Program and Future Meetings committees. Do we need a scientific program committee? If so its role needs to be defined. Chip Weseloh: Leave it up to VP to organize the science program. Strike Scientific Program Committee and keep Future Meetings Committee as is. Jeff Spendelow: Change ABC to Bird Conservation Alliance.

Dave Shealer: Page 3, recommendations, Number 5. This item was struck at the Cape May Meeting. Replace with a new number 5 that all council members should serve on at least 1 committee.

Dave Shealer: Clarify that there are 8 new standing committees as listed on page 3.

1105: Patricia Szczys motion to accept the strategic plan for governance as amended through discussion, Gayle Fraser seconded, there was no additional discussion and the vote passed unanimously.

Discussion of Journal and Publications, Page 6:

Council members suggested minor editing within the 'weaknesses section' that would result in deemphasizing any suggestion that E.O. Painter was not remaining current with respect to developing technologies in publishing.

Within Recommendations, change '2009' to '2013' (i.e., starting date for new editor)

Revise Recommendation 2 to reflect that special publications are a value (monetary, outreach, reputation) to the society but also represent substantial effort; the editor still maintains ultimate control (editor can reject issue in whole [topic of special issue] or in part [individual papers]). Dave Shealer will make exact wording changes to document.

Revise Recommendation 3 to reflect need to continue to explore complete and current electronic publishing options. Dave Shealer will make exact wording changes to document.

Recommendation 5 (online publication) received some discussion of wording/concepts leading to revision of text which Dave Shealer is updating. The consensus was that the focus of any such publication needed to be 'online'. Discussion revolved around wording to define exactly what type of papers would be appropriate. Ultimately this is left to the implementation phase and subcommittee.

1138: Chris Custer moves to accept Section 2, Journal and Publications, with modifications as discussed; Linda Wires seconds. There was no additional discussion and the vote passed unanimously.

Discussion of Communications and Outreach, Page 7

Rob Butler suggested formalizing the web editor position and increasing its stature as a means to improve and enhance web content. Recommendation 2 was revised in a manner to make it more of a recommendation. Dave Shealer will make exact wording changes to document.

Recommendation 4 was stricken and replaced with emphasis on brochure and outreach production (Including non-English language versions). Dave Shealer will make exact wording changes to document.

1207: Gayle Fraser moves to accept Section 3, Communications and Outreach, with modifications as discussed; Linda Wires seconds. Kathy Parsons reiterated that wording remain broad enough to capture outlets beyond internet. The vote passed unanimously.

1300 resume from lunch. Ellen Paul and Susan Elbin arrived.

Vote called to accept Minutes from March Conference Call. There were no revisions suggested. Patricia Szczys moves to accept; Gayle Fraser seconds. The vote passed unanimously.

Chip Weseloh delivered the report from the Future Meetings Committee. There will be a meeting during the fall of 2011 in Annapolis. During 2012 the WbS will meet during 14-18 August in Vancouver with NAOC; Bob Elner will serve as the local chair. Chip Weseloh reminded all that a passport would be needed to transfer from US to Canada. Peter Becker is interested in hosting 2013 meeting in Germany 24-28 September. No mention of a joint meeting with any European Society yet but the Wader Study Group may meet during an adjacent weekend. Jeff Spendelow and Gayle Fraser asked if it was possible that The Seabird Group might be interested in joining this meeting. No initiation yet on discussion for 2014.

Ellen Paul discussed details for the 9-12 November 2011 (council scheduled for 9 Nov) meeting in Annapolis. Much of this was discussed during recent conference call. Chris Custer and Ellen Paul will review the contract, with a particular focus on possibly lower attendance due to individual budget constraints. We will need to work with shuttle companies as there is no public transport to the area. There is free shuttle service from hotels to downtown Annapolis and a local mall. Website will be developed in the upcoming weeks.

Kathy Parsons motions to accept November 2011 meeting proposal and Dave Shealer seconds. There was no additional discussion and the vote passed unanimously.

Ellen Paul discussed the role of the Ornithological Council (OC). Many people do not really know what the OC does. OC is the only society besides TWS that has paid staff to work with scientists on policy and regulatory issues. For example, OC revised guidelines on use of wild birds for research. OC also works to make science available and understandable to all stakeholders.

Ellen Paul discussed the Ornithology Exchange (OE) which is not related to OC. This will be an online community with forums available for 24/7 chat with specific areas for certain topics. A Society can have its own page and security access. OE is not open to public except for home page and some general info. The rest of the OE is restricted to members of member societies. Encourage membership to register.

Ellen Paul briefly reviewed the Strengthening Ornithology effort. A one-page agreement was produced to develop a series of exploratory committees to report back at NAOC 2012 with a general focus on 'federating' but not merging societies.

Kathy Parsons asked if we could use OE for council discussions between meetings. One advantage may be the permanent and organized archiving of discussions. There may be a way to automate email generation so that each member is notified when a new message is added.

Dave Shealer motions that Jeff Spendelow work with OE to set up a trial conversation among council members to determine if the forum process available on OE might be used to facilitate and organize conversations; Chris Custer seconds; unanimous.

1400, Chris Custer begins review of budget to date (see Chris Custer profit & loss, balance sheet; to be emailed to all council members). Although it is difficult to assess financial status at this time of year, all items appear to be as expected for this time of year.

There was some discussion about confusion about membership and registration fees. One idea that was mentioned was auto-renewal of memberships (which appears to be common in Europe). There was a question of whether OSNA could handle auto-renewal. We appear to have lost some European members perhaps because of this (i.e., they may expect auto-renewal). Chris Custer will discuss this with OSNA but it may be that OSNA does not want to maintain secure credit card information for extended periods of time.

1412, Jeff Spendelow Nominating Committee report. Jeff Spendelow is concerned there are not many ballots being returned. Jeff Spendelow is stepping down as chair of this committee. Jeff Spendelow is very proud of the people the Nominating Committee has run and their subsequent service. Jeff Spendelow previously recommended someone to Chip Weseloh to replace him as NC chair but no decision has been made to date. Jeff Spendelow is attempting to get all information together for the next ballot by the end of April. President-elect (need 2 candidates), treasurer (can run unopposed), and 3 council members are needed (4 needed as a minimum to run for council).

1419, Jeff Spendelow discusses OSNA meeting that was held last week where Jeff Spendelow sat-in for Chip Weseloh. All ornithological societies seem to be experiencing an increase in membership. OSNA is trying to set up a financial reserve. OSNA can handle elections for all societies but there is a cost. Perhaps WbS can go to an electronic ballot (PSG does this via email). SCO and WFO are considering joining OSNA. No March phone call for OSNA. New website hoping to go live in April. Discussed multi-year memberships (sounds like some challenged due to non-overlapping membership periods of different societies).

1423, Susan Elbin, Membership Committee: Graphs and reports were distributed. Report was reviewed briefly. There is a challenge to reporting membership at this time of year (time periods do not line up). Eight life members were added in the past year and 3 were non US.

Gayle Fraser motioned and Dave Shealer seconds that Heidi Scherr be given a 1 year complimentary student membership to encourage her to continue her work on the FaceBook page. The vote passed unanimously.

Kathy Parsons: Can Susan Elbin investigate why TWS experienced an increase in membership? Did they have a strategy, did they correct problems, or was it more of a random occurrence? Francie Cuthbert stated that a survey by OSNA found that lost OSNA members tend to go to TWS. Often this happens because their job status changes and they become less focused on waterbirds. TWS also has changed significantly from being focused primarily on 'harvest' to a broader range of issues. TWS also has topical emails that attract interest. It appears their service to members has improved. Chris Custer, TWS also has simplified their pricing structure.

1441, Chip Weseloh reported on the Editorial Search Committee. Bob Elner will work as Editor through 2012. The committee is searching for candidates. Joanna Burger is chairing the Committee. Please send names to Chip Weseloh or Joanna Burger.

Erica Nol (not present) reported that an electronic review process may require us to stop working with EO Painter which Bob Elner suggested was not in our best interest given the perks we receive from a small company like EOP. So, for now, continuing to work with EOP seems like the best strategy for our Society.

PJ provides brief report on World Seabird Union. WSU will focus on development of legacy databases, seabirds.net, and a second World Seabird Conference. WSU is not intended to replace or take-over for societies like WbS or PSG (a concern expressed at the First WSC).

1455 break

1515 resume

Patricia Szczys will be happy to meet with individuals or groups to provide a tutorial of posting on web page.

Resumption of Vision 2020 discussion led by Dave Shealer (only revisions or substantial comments noted herein)

Discussion of Annual Meetings, Page 8

Chip Weseloh pointed out that when planning future meetings it is important to remember to consider the number of concurrent sessions that might occur if joint meetings occur. Dave Shealer will edit to reflect this concern (e.g. 'appropriate specialist groups' will be the focus of any such joint meetings).

There was then discussion regarding weaknesses associated with symposia structure (i.e., too many symposia). Chip Weseloh suggests that statement be stricken as written. Patricia Szczys suggested that continued extensions of abstract deadlines do not reflect well on the society; Dave Shealer will add that deadlines will be more strongly enforced. Chris Custer suggested that we investigate ways to assist local

committees so as to reduce time and effort needed to organize meetings (as a means to attract more locations for hosting). Gayle Fraser asks about translating the local committee planning document into other languages as a means to encourage international meetings; the document is large and complex with many details that may not be relevant to other countries, but perhaps an abbreviated version could be developed.

Patricia Szczys motioned to accept the Annual Meeting section as revised; Linda Wires seconded. There was no additional discussion and the vote passed unanimously.

1545: Linda Wires reported on Student Awards. In 2009 there were 67 presentations (35 oral, 32 poster) presentations by student and we awarded over \$1900 in student travel awards. Three poster awards and two paper awards were provided. For the 2011 Nebraska meeting there were 16 travel award applications and all were funded at some level (ca. \$3000 total) and all students accepted awards. There are 42 oral student presentations scheduled and about 12 student posters. Linda Wires will step down as chair of this committee and Gayle Fraser will take over this committee.

1550: Discussion of Conservation, Page 9

Dave Shealer: Recommendation 1 has been challenging to develop because of some of the issues involved with advocacy (e.g. defining advocacy), nonprofit status, government employee members, etc. Kathy Parsons suggests having the conservation committee review this language and simplify the statement, and suggests discussing these matters with the Ornithology Council as well as other societies. Dave Shealer modified text based on discussion.

There was discussion regarding the level of communication between conservation committee chair and the council. Many items do not require communication between these two entities but in Conservation Committee this may be more important because of the advocacy and signing issues. Dave Shealer revised text accordingly.

1615: Patricia Szczys motioned to accept the Conservation section as revised; Linda Wires seconds. There was no additional discussion and the vote passed unanimously.

1615: Discussion of Nominations, Page 10.

Chris Custer suggested revising recommendation 2 so that officers not need to have been members of WbS Council, but rather have council-type experience (e.g. other similar groups). Dave Shealer revised text accordingly. Within Recommendation 3 there was a suggestion to change 'President' to 'Chair of Nominating Committee' (with respect to who should provide information on responsibility and roles to new officers/members).

1618: Kathy Parsons motioned to accept Nominations section as revised; Gayle Fraser seconds. Patricia Szczys motioned to accept the Conservation section as revised; Linda Wires seconds. There was no additional discussion and the vote passed unanimously.

Discussion of Membership, Page 11



Patricia Szczys suggested we include a statement to explore ways to mentor undergrads and grads regarding career and school opportunities and in so doing retain and enhance WbS membership. Dave Shealer modified text based on discussion. Kathy Parsons suggested we consider a LinkedIn Waterbirds community.

Linda Wires motioned to accept the Membership section as revised; Patricia Szczys seconds. There was no additional discussion and the vote passed unanimously.

Dave Shealer stated that on behalf of everyone who worked on this, particularly Mike Erwin, Peter Frederick, Gayle Fraser, Kathy Parsons, Chris Custer, B.A. Schreiber...thanks to all of these people for their efforts over the years of development. Dave Shealer also thanks Council for working through the plan today.

Final version of the Plan will include the title, authors, abstract, outline, background, mission statement, goals, and then governance. The paragraphs prior to governance on page 2 will be omitted.

Chip Weseloh: Acknowledges Becky Harris, John Coulson, and Linda Wires as outgoing members for their hard work and efforts.

Kathy Parsons: What is the next step following the Strategic Plan? How is this incorporated into the Business Meeting?

Kathy Parsons suggests we develop a task force for implementation to report at next meeting. Announcement regarding the strategic plan and implementation will be made at Business Meeting. Each committee Chair should be provided with a copy and asked about the feasibility and timelines of implementation for each committee.

Kathy Parsons, we now have 12 standing committees but only 6 have chairs. Council should seek chairs while at the meeting. There was some discussion about exactly which Chairs were vacant (e.g. archives may still have a Chair but it was not entirely clear). Chip Weseloh will work on this over the next several weeks.

Kathy Parsons motioned to adjourn at 1642; Linda Wires seconds. The vote passed unanimously.

END

Respectfully submitted

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