

9 November 2011 - Doubletree Hotel, Annapolis, Maryland

Waterbird Society Meeting—Executive Council

Present – Jeff Spendelow, Dave Shealer, Patty Szczys, Bob Elner , Chris Custer, Chip Weseloh, Felipe Chavez-Ramirez, Kathy Parsons, Nellie Tsipoura, Erica Nol, Jennifer Arnold, Brian Palestis, Susan Elbin, Don McCrimmon via Skype

Meeting called to order by Chip Weseloh at 8:45

Agenda – David Shealer moved to approve; Felipe Chavez-Ramirez second – MOTION PASSED

Minutes from previous meeting

Amended the mission statement to the edited version from the strategic plan at Kathy Parson's suggestion. Also asked to put new strategic plan is also not on the web site and change Patty Szczys' name

Chris Custer – moved to accept, Felipe Chavez-Ramirez second – MOTION PASSED

Current meeting update by Kathy Parsons

Acknowledged Andy Bernick for his work in putting together scientific program

Kathy Parsons gave update (Ellen Paul not yet there): about 80 oral, 31 posters; 32% of all presentations given by students. Jim Kushlan, Ted Simmons will give plenaries. Symposia on Reddish Egret, Deepwater Horizon. AMOY special session, Chip Weseloh's special session. Also 3 special workshops.

Chris Custer: About 150 registrants, look good financially.

Chip Weseloh: Field trips cancelled; attendance was low – only two people signed up for each trip.

Chris Custer: Society members should be more timely in submitting abstracts. Kathy Parsons: abstracts were submitted late and accepted. Chris Custer: students had a problem knowing to submit depending on whether they got awards.

At the NAOC they are more likely to stick to deadlines. Need to develop an integrated timeline (will do that at this meeting, Felipe Chavez-Ramirez, Kathy Parsons, Chip Weseloh, Susan Elbin, Chris Custer)

Standing committees

1. Nominating committee: Summary from Jeff Spendelow. Susan Elbin won election for president very close; Clay Green was asked to run again for VP; Chris Custer was elected treasurer; very close; Dave Moore, Jenn Arnold, Jan Van Winden were elected to council (Jonathan Cohen edged out; also Liz Craig ran); Dave Shealer new chair of this committee; Jeff Spendelow is stepping down.

2. Future meetings: Bob Elner: is chair of local organizing committee at NAOC, projection is 1200 (break even is 800-1000); registration costs lower for students and Latin Americans. Deadline for abstracts 29 February, early bird registration 15th May (all in NAOC website). Pre-registration available before the official registration and recommended. \$410 Canadian) for early registration, inexpensive for students and Latin Americans; accommodations also very inexpensive; we should think about retired professionals rate; Society for Ornithology discussion will be big part of agenda; UBC is the only provider; logistical constraints if we there are over 1200; banquet will cost \$110; looked outside UBC and found caterers that can be used.

Chip Weseloh: will there be a quorum of WbS council members at the NAOC? Bob Elner: Skyping can be set up at the meeting.

Bob Elner: Fundraising – need help to reach out to corporations. Environment Canada gave \$50,000. USFWS? Non-profits? Erica Nol: request to societies to contribute. (for student travel: AFO 6k; AOU 15K, 4K for post docs; COS 5K; SCO 1.2K); different organizations have contributed to support student travel and events; Liz Craig is our student representative at the Waterbird Society. Latin American travel awards stands at \$15K. We asked for ability to do Silent Auction and have a room 1pm-7pm on Thu – this could also include business meeting; we could put on each item where money goes if other societies also participate in the auction.

Chris Custer suggested that we are in good shape; we can contribute 3k for students. Dave Shealer proposed waiting until the budget discussion to agree on what we can afford. Kathy Parsons asked how the student travel awards will be allocated, if the travel money goes into the pool. Is there a way to help our student members to come to the meeting. Will we get the same impact for our students? Jen Arnold: will undergrads be supported? Bob Elner: yes. Kathy Parsons: is it OK to have our own awards and contribute to the pool. Bob Elner: yes. Further discussion during budget discussion

Peter Becker proposed Germany meeting in 2013; committee reviewed proposal; will need to have program ready by late 2012. Dave Shealer moved to approve; Patty Szczys second – MOTION PASSED

Chris Custer: set up something on Ornithological exchange for travel logistics for the Germany meeting.

Chip Weseloh: 2014 not some suggested possibilities included Cape Hatteras, Florida keys; Toronto; Felipe Chavez-Ramirez: students have expressed interest in hosting the meeting in Baja California, (La Paz), CIPAMEX would like it to be a joint meeting; Travel logistics and available accommodations good, possibly a November meeting. Felipe Chavez-Ramirez will encourage them to submit proposal.

Chip Weseloh: 2015: Anchorage Tourist Bureau flew him to Alaska they are looking for proposals; proposal from them was sent last night. Last week in August might be good for Alaska. Chris Custer: excited to hear about LaPaz. Patty Szczys: For Florida Keys talk to Ricardo Zambrano. Chris Custer: suggests Baja (2014), Keys (2015), Alaska (2016).

Bob Elner: Further discussion on NAOC activities. Business meeting can be Thursday Aug 16, silent auction can be at the same time; drinks through cash bar \$5, but also Society will be charged for the bar. Erica Nol: will room be available on multiple days for bidding? Chip Weseloh: Silent auction will run 1-6, meeting 6-7 pm.

3. Student activities: Gail Fraser, absent, her report was presented; talk about budget for student travel in budget discussion—make line item, expression of our commitment to students; should always waive membership registration requirement because they become members if they attend;
Chris Custer asked if we can and should add funds from from operating, in addition to silent auction for student awards.
Jen Arnold: Students become members right away when they register for a meeting, so they can pay member registration; we need to change the phrasing on the registration forms. Non-members pay the cost of membership in the fee. Another concern presented in Gail Fraser's report is that students end up paying the late fee because they don't find out early enough if they have been awarded a travel award. Felipe Chavez-Ramirez: waive the late fee, or delay the deadline. Erica Nol: we should incorporate this so students will know
4. Awards committee: Dave Shealer: 4 research grants in each category, 2 each US, 2 non-US (Africa, Nepal); total applications 8 Nisbet, 7 Kushlan. Critiqued the proposals and send to applicants. Concerns even with the ones funded, conditional acceptance; concerns were addressed by applicants and grants awarded; grants are due in July with a final decision in mid-September; Kushlan award one well written scientific proposal, one from another country. Mike Erwin is stepping down from this committee, John Brzorad. will chair.
5. Publication committee: Should we make Waterbird Society open access? BioOne has open access for highlighted articles; should we send table of contents first to membership? It can be done through BioOne and people probably already know how to do it.
6. Conservation committee report: Jon Cohen sent out the report; committee members have a page on Ornithology exchange?
7. Bylaw committee – Jeff Spendelow will be chair
8. Archives—Roger Clapp has been chair; John Anderson will be helping with this now;
9. International Awards—Felipe Chavez-Ramirez will work on this committee
10. Outreach and communication – Jen Arnold has Spanish translations of the brochure; Jan Van Winden requested some brochures and we can send them. Patty Szczys urged committee chairs to post their own stuff; Patty Szczys needs help with posting; Nellie Tsipoura and Patty Szczys will oversee; could have this as an agenda item next year; Patty Szczys will make a guidance document.

11. Editor's report: Bob Elnor – two concerns: declining submission rate; new editor. To date 93 submissions in 2011 compared with 102 in 2010 and 117 in 2009. Still enough material to be selective. Acceptance rate 44%, compared to 40% in 2010 and 34% in 2009. Recently, we are at 70 pages less than 600 max; there will be a special section (7 papers) on SESA and a special volume on DCCO coming in 2012; Finding referees for journal is a big headache – grad students and post-docs have good response. Felipe Chavez-Ramirez: is it a language issue for foreign papers? Bob Elnor: no, it is a matter of the science. Chris Custer: can the council help the non-English speakers with language, 10 papers per year. Councilors can take this over? Bob Elnor: the editor would determine if it is acceptable and then reach out to council. Chris Custer recommends that council take submissions and mentor with non-English speaking; Felipe Chavez-Ramirez says AFO has a pre-screening process for helping with English; need ad hoc/Publications committee to look at this and perhaps develop a strategy.

Kathy Parsons: is the publication committee being pro-active in increasing submission rate? This is important; according to Peter Frederick ours was a top tier journal. Erica Nol: it would be good to look at data for the past 4-5 years. Chris Custer: targeted emails to people publishing in other journals urging them to send their papers to Waterbirds. Jeff Spendelow: look at papers in other journals (in countries that have their own societies). Patty Szczys: Waterbird "impact factor" is too low and people are not trying to publish in Waterbirds. Chris Custer: However, there are intangibles such as excellent turnaround time. Jen Arnold: we need to advertise that. Felipe Chavez-Ramirez: in Mexico publication is a requirement for student graduation. Dave Shealer: appeal to established professionals in the field to submit to Waterbirds. Kathy Parsons: set up an ad-hoc committee to look at all of these things. Patty Szczys: 1) Bob Elnor forward papers based on good science from non-English speakers that need help with the language to committee members willing to help; 2) advertise good turnaround time; 3) plea to students to submit; 4) plea to senior scientists to volunteer to referee and to submit. Kathy Parsons: specifically how do you raise the impact factor? Erica Nol will be happy to look into that.

12. Treasurer's report. Chris Custer: we will finish this year where we finished last year, we are doing well. Membership has been stable, after the Barcelona blip. BioOne income shows an upward trajectory, based on hits; has been growing since 2004. Expenses are stable, probably because of the electronic memberships and people opting out of paper. Editorial costs are unpredictable; JSTOR and BioOne are stable. Kathy Parsons: we will end \$30K in the black, how does it compare to other years. Chris Custer: we are in the black since 2004. Kathy Parsons: does the income from meeting show in the figures? Chris Custer: it goes to the endowment, that might be up for discussion. Kathy Parsons: we charged the finance committee to manage the funds; our meetings are lucrative. Chris Custer: maybe meetings should be good, not lucrative; how do we make meetings more affordable? David Shealer: this ties into the strategic plan since our endowment is safe, we may want to consider divesting. Erica Nol: can we support coffee breaks or students through the earnings of previous meetings? Chris Custer: budget approval is later on the agenda

Dave Shealer: what are the issues with storage? Chris Custer: there are back issues starting in 2006 that will be disposed, if anybody wants to get the list together to send copies to people; Malcolm Coulter used to send them to Latin American organizations and paid for shipping. Felipe Chavez-Ramirez: take some to the University of Havana. Dave Shealer: how much does it cost? Chris Custer: airmail is about \$10, but post office now sends all items by plane, so we can send them regular mail. Dave Shealer: the great Waterbirds give-away! Chris Custer: we have issues from probably 2006-2010. Dave Shealer: do we have one copy of each in the archives? Chris Custer: we have all digitized but some early volumes are missing in the hard copies; Tom Custer had his digitized. Erica Nol: How do we decide where and to whom to send the journals. Chris Custer: best to do it all at once and then pulp everything else. Susan Elbin: how many do we have? Chris Custer: 25 sets; Jeff Spendelow: can we give them out at meetings to attract people to the Society? Chris Custer: we could; Larry Bryan used to do this.

Kathy Parsons moves to accept Treasurer's report, Felipe Chavez-Ramirez seconded—PASSED

990 report—Table 1 and Table 2 go into 990, then CPA takes Quick Books and formats 990 form for 2010; Kathy Parsons moves to accept; Nellie Tsipoura seconds—PASSED; recommended to put on webpage; because of our assets-our 990 form is more complicated; review 990 to make sure endowments characterized as restricted or not; Appendix B-- how will we incorporate these into our policies? document retention and publication—we need to work on this; Felipe Chavez-Ramirez moves and Erica Nol seconds—PASSED; will put up on webpage a.s.a.p. as miscellaneous policies; we need these to be in compliance with IRS requirements; other appendices FYI

CPA review by Frank and Turnbull (CPAs). This happens every 3-years. Chip Weseloh: does this satisfy our legal obligations? Chris Custer: the CPA thinks it is. Kathy Parsons: did you talk to Don McCrimmon about this? Chris Custer: yes, he was involved. Kathy Parsons: In the financial document it says there will be an audit. Chris Custer: what is an audit? This extensive review is what we call an audit. Chip Weseloh: will Don McCrimmon be satisfied with this? Let's see what he says.

Chris Custer: Treasurer's budget, expect to be in the black by 19K.

Do we need to find somebody to do the meeting logistics? Have somebody who hosts the webpage help with registration website. Erica Nol: Hire somebody through slush fund to do labels etc? Dave Shealer: make it annual meeting assistance. Erica Nol: when AOU decided to make meeting they hired a consultant (Schneider). Bob Elner: They have the expertise to handle registration and planning. Chip Weseloh: is this an item in the budget? Dave Shealer: let's create a line item with \$500? Erica: \$1,500? Kathy Parsons: how do you host this? Chris Custer: maybe we don't need it as a line item; Dave Shealer: let's put it in, so it is there, Institutional memory is sometimes poor. Chris Custer: there will be a line item for \$1,500.

13. Membership: Brian Palestis: declining; one suggestion was to get reduced conference fee for retired people; reduced fee for people who have access to the journal through their organization; also opportunities to volunteer?
Chip Weseloh: would there be helpful to have a list of opportunities for members? Patty Szczys: or a role for people who want to support our mission? Kathy Parsons: maybe an additional payment option? Patty Szczys: what are the options for members who are not subscribing to the journal. Brian Palestis: also situations with people who have already paid their membership and pay for meetings as non-members. Chris Custer: some people register as non-members.
14. Local committee stuff: Ellen Paul: 144 registrants – 44 students; 34 non-members; income \$53,470 expenses: \$48,000. Found enough money to print programs. Field trips canceled, only 5 people signed up.

Ellen Paul: Ornithology exchange (has nothing to do with Ornithological Council). Cost is minimal (<\$400 per year per society). Each Society has its own section. Password protected, for society members. Ellen Paul describes how the web site works and its benefits.
15. Ellen Paul: Ornithological Council review of activities. There was an OC conference and Society of Mammalogists for people who conduct or review animal research; It is difficult to get OSNA to get out email blasts (Ellen Paul was not able to get the announcement for this out).
16. Society for Ornithology. Sue Haig put together a committee to put together a proposal that the societies would dissolve and form one society. AOU council voted to authorize the committee to create a 'business' plan. Names of committee heads were released a few days ago (in Ornithology exchange). Susan Elbin: Meeting at NAOC? Bob Elner: Meeting for people to take questions from the audience. The plan will be presented in February at this meeting where each society will be represented.
17. Strategic Plan – Plan implementation (Dave Shealer)

Dave Shealer: Governance—how to implement new committee structure Dave Shealer: implementation of plan. Council can create and dissolve committees with the approval of council.

Current list of Committee Chairs

Distinguished Service and International Awards – Felipe Chavez-Ramirez, Dave Shealer

Membership – Brian Palestis

Outreach and Communication – Patty Szczys and Nellie Tsipoura

Publications – Erica Nol

Student Activities – Gail Fraser

Kushlan/Nisbet Research grants –John Brzorad

Future Meetings – Chip Weseloh

Conservation – Jonathon Cohen

Nominating – Dave Shealer, Chip Weseloh

Bylaws – Jeff Spendelow

Archives – Roger Clapp/John Anderson

Finance and Investment – Don McCrimmon

Chris Custer moved to accept chairs, Patty seconded—PASSED

Dave: should we expand to include international people as council members (non-US and Canada is how it was defined in the business plan). Quorum is still 7, 2 international members. Patty Szczys: Can we give them money to travel? Chip Weseloh: we can designate \$500/person. Slippery slope (travel cost). Why international support and not for US/Canadians? Erica Nol: maybe we can have an item. Do we need to add two seats? Two of the 9 need to be international. Patty Szczys: we already have two international Felipe Chavez-Ramirez and Jan Van Windem. Chris Custer: do we need to add two seats? Separate categories, international vs US/Canada on the vote? Kathy Parsons: adding seats would require a change from the bylaws. Chip Weseloh do we need to nominate the international members. Kathy Parsons: we should not identify ourselves as us vs them (international vs US/Canada). Nominating people who want to attend, and then help them attend. Kathy Parsons: Just being part of council does not mean that we will grow our international component. Action items: Felipe Chavez-Ramirez: will join nominating committee and look for potential Latin Americans for council; Line item for support for travel; not adding seats to council

18. Finance committee. Don McCrimmon through Skype

Probably modest gain as the market stabilizes. Market volatility has been a terrible issue. There was money in Nisbet and Kushlan funds to give awards. Don McCrimmon sent out Excel sheets that have all the funds and their performance; our investments are performing reasonably well; the fee that we are charged by Parsec is a fraction of what a normal charge would be (10% of what it would be); but we don't have day to day contact, Don McCrimmon would like to talk to them more often.

Chris Custer: would they recommend being a little less generous with awards. Don McCrimmon: Jim Kushlan seems pleased with the way the funds have been managed so far; because of the volatility of all indices of performance, variability is huge making it difficult to determine the course for the future.

Dave Shealer: has the geographic separation been in issue? Don McCrimmon: not found communication an issue but has not been reaching out to them greatly; to increase communication may consider moving to a fund manager closer to him.

Chip Weseloh: do you need help on the finance committee? Don Weseloh: would like to have younger members of the committee, even ones who do not have much experience investing to

continue this. Anybody who has an interest is appropriate. Chris Custer: agrees with this. Don McCrimmon: most of the time we work on operational stuff not on capital. Dave Shealer: is this working as envisioned, turning it over to Parsec to handle after we share with them the investment strategy? Don McCrimmon: this fund is only half a million, not much more you can do with it.

Kathy Parsons: went through a lot of work to set up internal operations within the society. Are things going OK and are there things we need to tweak? Don: it is OK, It is important for future investors in the Society should have confidence that we are McCrimmon managing the finances of the society in a good way. Kathy Parsons: do we need an adhoc committee to think about bigger questions? Don McCrimmon: best to put this in the hands of the financial committee. We can take the tasks on; if we get more money, we have more options on how to invest; if a potential donor sees that we do well it helps put together a broader financial plan. Erica Nol: do earnings go back into investment? Don: yes, they go back in.

19. Chris Custer: Suggested budget changes; Chris Custer will incorporate these line items and send out.

Up to \$2,000 to the OC

Excess journal volumes donation fund \$1,000

Slush fund for meeting assistance \$1,000 (Kathy Parsons, does this include supporting council member travel? Yes; Kathy Parsons: the line items should be separate)

Council travel costs \$2,000

NAOC -- Waterbird Society to NAOC \$1,500 South American students

\$1500 Waterbird Society students

For the general pot of NAOC contribution:

For WBS specific – business meeting and hors d’oeuvres and social after the meeting: (Bob Elnor: let’s say 4K and see if we can do it for 3K)

Accept budget as adjusted – Patty moved Erica second - PASSED

Meeting adjourned – Patty moved, Felipe Chavez-Ramirez seconded - PASSED