

**The Wildlife Society – Western Section**  
**Executive Board Meeting Minutes**  
 Grand Sierra Resort, Reno, NV  
 January 28, 2014

In Attendance: Doug Bell, President; Natasha Dvorak, President-elect; Linda Leeman, Past President; John Mc Nerney, Treasurer; Don Yasuda, Membership Committee Chair; Cynthia Perrine, Program Director, Western Section Representative; Janine Payne, Secretary - outgoing; Janae Scruggs, Secretary – Incoming; Rhys Evans, Professional Development Chair; Erin Aquino-Carhart, Conservation Affairs Chair; Mandi McElroy, Student Affairs Committee Co-Chair; Wendy Knight, CA Central Coast Chapter Rep; Lisa Ollivier, California North Coast Chapter Rep; Sandra Hunt-von Arb, California North Coast Chapter Rep (proxy); Rachel Sprague, Hawaii Chapter Rep; Jessica Martini-Lamb, San Francisco Bay Area Chapter Rep; Jeff Davis, San Joaquin Valley Chapter Rep (called in); Laura Patterson, Sac-Shasta Chapter Rep, Jeff Lincer, Southern California Chapter Rep; Adam Yaney-Keller, Cal Poly Student Chapter Rep; Debra Hawk, Newsletter Editor; Bridget Souza, Western Wildlife; Candace Renger, Conference Planner; Brad Valentine, Past-past President/member

Agenda Item	Discussion	Decision	Action
<b>Previous Minutes (1/29/13; 4/28/13; 9/22/13)</b>		Motion - Approve minutes of 1/29/13, 4/28/13, 9/22/13. 1 <sup>st</sup> – Jeff Lincer 2 <sup>nd</sup> – John Mc Nerney Obstention – 1 (Ollivier - did not attend one of the meetings)	
<b>Previous Minutes (7/23/13)</b>	- Janine is working on a draft for review under the new format.		<b>Payne</b> – Will complete the meeting minutes. <b>All</b> – To review when posted <b>Bell</b> – To request approval later in the week.
<b>Annual Conference Notes</b>	- Reaching recorded numbers for the conference (not including symposiums) is over 560 participants - Record numbers of student papers (approximately 50) are causing a shortage for judges.	Motion - Hand out drink tickets to all judges, and provide a drawing for a free registration to professionals 1 <sup>st</sup> – Perrine 2 <sup>nd</sup> – Evans Motion passed	<b>Bell/Dvorak</b> – Write thank you to Kevin Hunting, CA DFW, for assisting with professional approved to attend Renger – Please note this addition in budget items, estimated impact of \$500 each year
<b>Highlights from Chapter, Committee, and Officer Reports</b>	- February 8 – San Francisco Bay Area Chapter hosting a Aquatic Invasives Workshop. Took advantage of our insurance. - February 27 - CalPoly SLO Student Chapter hosting a Wildlife Career Symposium - February 28 - Central Coast chapter hosting a professional symposium		

	<ul style="list-style-type: none"> <li>- Tonight at 8:30pm in Executive Board Room to brainstorm with how to better serve your members</li> <li>- Lincer hosting symposium/workshops in Washington for “Raptors on the Northwest” and another with burrowing owls.</li> </ul>		
<b>Strategic Planning Draft</b>	<ul style="list-style-type: none"> <li>- Methods to sharing the document with the membership during the conference for feedback</li> <li>- Need to consider costs and possible impact to future budgets.</li> <li>- Consider what are our priorities, the “quick wins,” writing the document with the “what” we need to do to provide direction for the “how”</li> <li>- Might need to regroup for items like how to do the minutes, communication, etc.</li> <li>- Consider if we need an Executive Director to keep it moving, and how to consider possible concerns from the membership with returning to this framework.</li> <li>- Possibly using a student in Business Administration program who could use our plan as their thesis/project or hiring someone else.</li> <li>- Within the plan to identify the financial benchmarks/volunteer energy by Board to start a priority.</li> </ul>	<ul style="list-style-type: none"> <li>- Set up a conference café in the main room for discussion with membership</li> <li>- Board members will have copies of the plan to also engage membership.</li> <li>- Need to decide “quick wins,” priorities, and the methods to do it.</li> <li>- Next newsletter or other media format to introduce the discussion of a possible Executive Director.</li> <li>- Need to have more oversight (President and/or committee)</li> </ul> <p>Motion – Invite anyone that has been part of the Stretategic Plan to submit a proposal for completing the strategic plan.  1<sup>st</sup> – Lincer  2<sup>nd</sup> – McNerney  Obstained – 2 (Perrine, Evans)  Motion passed</p>	<p><b>Perrine</b> – Making 25 copies to be made available for the Conference Café and given to Board members  <b>Bell/Dvorak</b> – Plan next board meeting to discuss out the priorities  <b>All</b> – To review, and comment on items specific to them.  <b>McNerney/Perrine</b> – Look at the Executive Director position and a possible position and duty statement.  <b>Hawk</b> – Create a subcommittee to discuss the approach to the historical Executive Director position, and consideration of the Board (members: Martini-Lamb, McNerney, Perrine, Evans, Rachel, Yasuda, Burg) – Will meet tomorrow at lunch.</p>
<b>Gray Wolf Stakeholder Group/CA Wolf Plan</b>	<ul style="list-style-type: none"> <li>- CA DFW is managing a stakeholder group with interest groups including ranchers, TWS-WS, etc.</li> <li>- McNerney and Leeman have been attending meetings. Next meeting is tomorrow in Redding.</li> <li>- State has released the first chapter of the plan including a historic range based on native american documents. The draft is not open to the public at this time.</li> </ul>		<b>McNerney/Leeman</b> – Will continue to update the Board
<b>Draft 2014 Ops Budget</b>	<ul style="list-style-type: none"> <li>- McNerney reviewed the budget</li> <li>- Updated budget based on known income from symposium/annual conference and information from the involved committee chairs.</li> <li>- Noted: Global contract staff increase from</li> </ul>	Need some clarification regarding some unknown expenses with our accountant. McNerney provided conservative numbers.	<b>McNerney</b> – Clarify with accountant on a few unknown expenses or how certain expenses were tracked.

	<p>approximately \$35-40 per hour to \$40 per hour. An exception is our computer person is \$50 per hour. The income is less than substantial (estimated annual of \$500)</p> <ul style="list-style-type: none"> <li>- Added an earmark for potential ADA compliance needs (\$6,000). It hasn't been used in the past, but is good to have for any Section event.</li> <li>- Best case scenarios if we did use the ADA expense item, at the current (\$35-50) and proposed (\$40-50) contract staff hourly rates the net would be approximately \$7,733 and \$12,933. However, if we didn't use the ADA expense, at the current (\$35-50) and proposed (\$45-55) contract staff hourly rate the net would be approximately \$1,733 and \$7,593.</li> <li>- Discussion regarding our contract rates and possibly increase them (maybe) even more than what is offered based on past performances.</li> </ul>	<p>Motion – Approve the draft 2014 Ops budget.  1<sup>st</sup> – McNerney  2<sup>nd</sup> – Lincer  Obstention - Davis  Motion passed  *** This budget only approves finances to cover tasks, not approves the actual contracts.</p> <p>Amendment to Motion – Approve draft 2014 Ops budget including a rate increase of \$5 for all contract positions hourly rate (for those who have worked for us greater than a year), and revisit rates next year.  1<sup>st</sup> – McNerney  2<sup>nd</sup> – Lincer  Obstention – Davis, Perrine  Motion passed</p> <p>Consider screen sharing for those on the conference call.</p>	
<p><b>Western Wildlife</b></p>	<ul style="list-style-type: none"> <li>- Sousa outlined that the committee was ready to start with the website. However they did need some direction on processes and access.</li> <li>- Have independent website for Western Wildlife to be managed by our webmaster (estimated time of 15-20 hours)</li> <li>-</li> </ul>	<p>Motion – Create advisory board for the Western Wildlife website.  1<sup>st</sup> – Perrine  2<sup>nd</sup> – Patterson  Obstention – Davis  Motion passed</p> <p>Bell acknowledged that Sousa can provide direction to webmaster related to Western Wildlife items.</p>	<p><b>Sousa</b> – Proposal for re-structuring of the Western Wildlife beyond the transactions.</p>
<p><b>Annual Conference</b></p>	<ul style="list-style-type: none"> <li>- Currently 2015 in Santa Rosa, considering Riverside or Ontario in 2016.</li> <li>- Renger requested some direction on possible locations or regions for 2017</li> <li>- Board recognized that our increased size of participants and cost of hotel rooms which limit certain locations.</li> <li>- Locations that were excluded (reason): San Diego (high cost of hotel rooms)</li> </ul>	<p>Directed Renger to look into Monterey, Hawaii, San Jose and Redding.</p>	

<b>Packard Foundation Grant &amp; Fiscal Sponsorship for Kanea Pt Natural Area, Hawaii</b>	<ul style="list-style-type: none"> <li>- McNerney described that we are a fiscal sponsor for this research facility in Hawaii. We are the intermediary between the foundation and the location in Hawaii.</li> <li>- He provided her final report on the most recent grant, and Packard Foundation encouraged her to submit for another grant.</li> <li>- We have agreed to be the fiscal sponsor again for the new grant.</li> </ul>		
<b>Facebook Update</b>	<ul style="list-style-type: none"> <li>- Currently have 612 members.</li> <li>- Total reach at 152</li> <li>- Usual likes are around 20 since our stretegic planning meeting.</li> </ul>		

Lunch break was taken from 1145-1315

Motion to adjourn at 1650

1<sup>st</sup> – Dvorak

2<sup>nd</sup> – Patterson

Motion Passed