

**Western Field Ornithologists Board of Directors
Teleconference Meeting
Wednesday, January 30, 2019 1pm-3:45pm PDT**

Draft Minutes prepared by Liga L. Auzins Wurster, *Rec. Sec'y.*

Board Members present: Kurt M. Leuschner, *Pres.*; Jon L. Dunn, *Vice Pres.*; Suzanne M. Carota, *Treas./Membership Sec'y.*; Liga L. Auzins Wurster, *Rec. Sec'y.*; Kenneth P. Able, Wendy L. Beers, John F. Garrett, Kimball L. Garrett, Daniel D. Gibson, Homer M. Hansen, John H. Harris, Karen A. Havlena, Bryce W. Robinson, Stephen C. Rottenborn, Christopher W. Swarth.

Absent: Matt J. Baumann, Phil Unitt, editor **WB**

Guest: Diane Rose, past Board Member

MINUTES

1:00pm Meeting called to order, welcome and roll.

Minutes from November 28, 2018 postponed as not everyone read the minutes or did not have them so minutes were sent out during meeting for later approval in meeting.

Minutes from November 28, 2018 accepted unanimously via motion to approve by Ken and seconded by Homer (at 2:22pm).

NOTE: Report: Suzanne: At the November meeting we decided to no longer require a member password to access PDFs of individual papers from the most recent issues of *Western Birds(WB)* (as of 1 Jan 2019); right now, one can download the entire issue (including covers) without any password or proof of membership. Bryce will direct Tim to restore the requirement of password access to download a whole issue. He will let Suzanne know when she can test this. However, there will be the ability to download individual articles for current issues.

ACTION ITEM: Bryce: Password will be reinstated for downloading WB issue.

1:25pm **FINANCE:** (Suzanne)

2018 Budget: Report: As of December 18, 2018, we had a record profit of close to \$50,000. The cash balance is \$332,000. We are in a great financial position. \$123,000 was in the Mike San Miguel Publications Fund and \$36,000 was in the Pasadena Audubon/WFO Youth Scholarship Fund. The net income of \$50,000 had three major drivers; one was trips, \$22,000, and conferences (Ventura) \$19,000. The Scholarship Committee had a good year, as they raised \$17,000. They had a \$10,000 matching program. Membership revenue received an extra \$10,000 at the end of the year when we announced a price increase in memberships. As of January 1st, we had some 30 people who upgraded to Life Memberships. The final trip income for the Cuba trip was \$5,400 and that was led by Jon Dunn and his assistant, Kurt Leuschner. As of the end of the year, membership was: 1,140; 238 Life Members, 9 Patrons, 22 Foreign members, 125 new members and 170 members dropped off so there was a slight decrease in memberships. The only operational financial thing I would mention is the 2 books published by WFO in 2018: *Biography of*

a *Desert Apparition: LeConte's Thrasher*, and *Trends and Traditions Avifaunal Change in Western North America*. We printed 300 copies and sold 68 of *LeConte's Thrasher*. The net cost of that project was \$11,000 which was \$5,000 unfavorable to budget due primarily to reducing the quantity from 500 books to 300. Currently inventory is 205 books. In 2018 we printed 200 copies of *Trends and Traditions*, sold 79 at a net cost of \$5,000. This was favorable to budget by \$2,000 mainly due to increased page charges. We budgeted \$3,000 and received \$11,000 so \$8,000 was favorable to budget, but unfavorable to budget for was \$6,000 due to book size and other book complications. The current inventory is 25 books.

2019 BUDGET:

Report: The budget as recommended by the Finance Committee shows a net loss of \$42,000 for 2019. I am projecting a break-even budget, although I expect to do better than that. Another assumption is that there will be 3 trips: NW CA in June, Santa Cruz Island and Palm Desert in Sept. I am budgeting \$6,000 for that. The third assumption I want you to be aware of is that there is a \$25,000 reduction in the Publications Fund for the publication of two books, *The Gambell* book and the *Inyo* book. The total cost of those two in 2019 is about \$30,000 but we are also going to sell *Trends and Traditions* and *LeConte's Thrasher* in 2019 which will offset some of that. The big drivers of the 2019 budget are the book projects. The assumptions are that we will print 300 copies of the *Gambell* book in the Fall and 200 copies of the *Inyo* book in late this year or beginning of 2020. The printer is Allen Press. The print run, print dates and the printer are recommendations of the Publications Committee. The pricing came from the Finance Committee. Some advanced costs will likely come before 2020. The cost of each book would be \$50 plus 8.50 for shipping and handling bringing the price closer to \$60.00. Each project would wind up costing us about \$7500. More than \$30,000 will come out of the Publications Fund total because of the costs are up front and the revenues come later. We will vote on the budget near the end of this meeting. This does not include fund-raising for both books. Paul Lehman will be assisting with the *Gambell* book. All help on fund-raising is welcome but they must coordinate through Chris. The Regonline contract may be changing in the middle of the year and we need approval for the \$500 expenditure. Tim Brittain has been working for WFO for a long time and is very, very responsive and he only bills at \$25/hr. and maybe we should raise this to \$30/hr. Phil Unitt supported this and it would be a net cost of \$250/yr.

Motion: Jon moves that we increase Tim Brittain's hourly rate from \$25/hr. to \$30/hr., and possibly revisit this at the end of the year, seconded by Bryce and passed unanimously. Bryce will tell Tim the good news.

Note: The Publications Committee wants to reprint *Trends and Traditions* in late 2019. We have 75 left out of 200. We sold 81 total and gave away 44. The Publications Committee's thinking was since they have sold reasonably well, and reviews should be coming out in the ornithological and conservation journals sometime early this year, and if they are favorable, that could produce an uptick in sales. We don't want to spread it around because it may not happen, the book has been nominated for an award by the Wildlife Society. It might also boost sales. It does not take long to reprint books. We can keep this on the Agenda.

On our membership list we have about 20 complimentary issues that get mailed out to people that are classified as exchanges and that list has never been reviewed. Unfortunately, Phil is the guy who would know most about this but he is extremely busy at this point.

ACTION ITEM: Suzanne will talk with Phil about the above and copy Kurt on this.

Eugene Makishima passed away after being a long-time member. His wife, Akiko, wrote us a letter telling us how much Gene enjoyed and the photographs. Jon will write a personal note.

ACTION ITEM: Jon will write a personal letter to the widow, Akiko.

FINANCE COMMITTEE: (Tom)

Report: I set a proposal to change the By Laws. I would like to address the remuneration for Officers and Directors. We have a situation for a Director to be paid a fee for being the Assistant Editor for *WB* and we also have a case for other Directors to be paid fees for not as their role as a director but auxiliary roles, i.e., being a reviewer with WFO. We had a meeting with the Finance Committee, and I redrafted the wording by adding these words:

“that there is no compensation for the services in those roles in the Society, meaning their roles as a Director or Officer, but if they’re an associated editor or a reviewer, then they could possibly get paid for those services. “

Motion by Homer to adopt the measure proposed “that there is no compensation for the services in those roles in the Society, meaning roles as a Director or Officer but, if they’re an associated editor or a reviewer, then they could possibly get paid for those services, starting with July 1, 2018”, seconded by Ken and passed unanimously.

The second change is to the spending policy which was amended September 29th, 2018:

- 1) **The President and Vice-President have the authority for \$2,000 in each year for items not budgeted or under-budgeted but deemed essential. The Treasurer will then notify the Board by e-mail.**
- 2) **Budgeted or unbudgeted items greater than \$2,000 to be paid quickly. At that point the President or Vice President or Immediate Past President will request that the Treasurer inform the Board by e-mail of the need. If no Board member objects within 5 days, the expenditure may be made. If a Board member objects, then the expenditure must wait until a quorum of Board members can assemble quickly to approve or disprove the expense.**

Motion made by Jon to accept the above two points including a maximum expenditure of \$2,000 before the Board needs to vote on the amount as written by Tom, seconded by Ken, and passed unanimously.

2:05pm

PUBLICATIONS COMMITTEE: (Ken)

ACTION ITEM: All: Please seek submissions for *WB* and refer them to Phil Unitt, Editor.

Report: We are about to send a little blurb pushing advertising for *WB* to the OSNA (Orithological Societies of North America) Newsletter. This publicity reaches approximately 5,000 members of the OSNA. The *Gambell* manuscript has been accepted and is out for copy editing. The *Inyo County* manuscript was received about a week ago and sent out for review, which will take about 3 months and then a bunch of revisions after which there will be copyediting and more revisions. Given that, the *Inyo County* book probably will not have a 2019 copyright date.

Finally, we are in the process of getting our e-book sales established with Amazon. Suzanne in concert with Tim and Kurt have been doing the nuts and bolts on this. I would like to do the books

one at a time and then wait 30 days initially, and then do the second one, and make sure it goes well, starting with *Trends and Traditions*.

Jon: I talked to Dave Quady about the books we were working on and reiterated the need for an Ed Pandolfino-type 'bible,' such as we have for conferences, for publications with clearly established responsibilities, some budget templates, the number of comp copies, and fund-raising plans all worked out.

Action Item: Create guide for WFO publishing procedures.

Ken: We are casting about for a Book Review Editor as Lauren Harter is resigning due increase in job responsibilities. We are continuing that search. If any of you have any ideas about somebody who would take on this job let us know. It is not an onerous job. The Editor can be more or less active in recruiting submissions of books. It is simply a matter of figuring out who would be the best person to review the book and they get to keep the book in compensation for writing the review. The editing is light. It takes somebody who stays engaged with it and keep things moving along.

Action Item: ALL: Search for Book Review Editor

Page Charges: We would like to see enforcement of page charges of Bird Records Committee (BRC) Reports. We expected a 50% page charge contribution one way or another for BRC Reports. We can give them a one-time pass but with a firm letter that the next time we expect 50% and adopt it as a policy. The website does say that we expect BRCs to cover their page charges. Steve Rottenborn personally has contributed \$475. The CBRC just met and spoke about how to make that up moving forward. This will all be listed in the future financial spreadsheets. Dan can send our page charges policy to the authors when he sends the regional report.

NOTE: Minutes accepted at 2:22pm (see 1st page)

2:22pm

MEETINGS:

Albuquerque, NM, August 21, - 25th, 2019 (Kurt)

Report: We will get all the Field Trips written up before Feb. 28th. Workshops are mostly set; we just need to get the write ups. We are working on a keynote speaker, the food, and AV equipment. We have preliminarily rented the vans. Things seem to be on schedule.

Chris: I am helping Karen with the food and I am contacting vendors. I have been inviting a few people to the conference, i.e., David Gillilan, who is President of Colorado Field Ornithologists and all their members.

Discussion: Steve: We have talked about poster sessions in the past. The reason we haven't done this is 1) it is hard to find the right time and place for the posters. During the reception, it is an okay time to do it. 2) we have a hard time finding enough speakers and the posters detract from that. I would not be opposed to having a poster session but I would not head it up.

Kimball: I would stipulate that the poster be presented for the first time at WFO rather than bringing a poster from some other meeting. It ought to be equivalent to a talk, something that's dedicated to that particular meeting.

Jon: Phil said there is no reason why they can't have a poster to talk about the talk that they will also be giving. Here's a chance for the authors to talk about their research.

Kurt: If no one else steps up I certainly will be involved and I can find a space and at least display some posters if they materialize.

Jon: So try it with the youth at first and if Susan is willing to do the legwork maybe that is a good way to approach this. If she will be there and if we restrict it to the youth, Susan could be asked to head that up. She will help organize the young people.

Kurt: Registration is going to start May 5th.

Diane: We will have the field trips ready to go on the web by the 28th of February and I can start putting that in there. We do have an announcement for what the dates are, I just don't have any of the pages like the write-ups for the field trips, etc., that I usually put on there which won't happen until after the 28th of February. Do you want me to let you know when I have them on there so you know when to put out the call?

Steve: Yes, please. Usually we put out the call for papers 6 months in advance, so if Diane were to put up something in early March, then that would be a good time to send out the call for papers and add in whatever we will say about a poster session.

ACTION ITEM: Steve will put out the call for papers.

ACTION ITEM: ALL: Send recommendation(s) of possible keynote speakers to Meetings Committee.

ACTION ITEM: We are looking for leaders for the field trips, so if any of you want to lead field trips or be a secondary leader let Kurt know.

NOTE: Tom: In the spending policy the President can invite up to 8 people to the event without registration when you are considering these important people for a certain area that you want to bring. The other thing is the 50th anniversary of WFO will be next year in Tahoe, 2020.

Kurt: We are going to try something new at Albuquerque where on Thurs. and Sun. we will have our normal full-day field trips in addition to offering a couple of shorter field trips.

REGISTRATION: (Diane)

Report: Regonline wanted to charge us for 1,000 participants, so I asked them what the penalty was. They started talking about bringing us down to 350 people and charging us \$4 and not \$5 dollars per registrant and offering a discount of 1% on the credit card charge and no charge for any surveys, but the problem was that they wanted us to do it right away on Feb. 8th. We figured the best time to sign the contract is September 1st if we want to get all these things. It will cost us \$1,150 more than it did this year. Everything is on track and we don't have to sign anything until after the 2019 conference. The trip that John Harris, Dave Quady, Jon Dunn and Rob Fowler are doing will go through when they activate before June also. Regonline is now Cvent.

Tahoe, CA, 2020 (Kurt)

Report: This will be the 50th anniversary of WFO, formerly CFO (California Field Ornithologists). There is nothing to report on the Tahoe conference for 2020 now. Ed Pandolfino will be making a trip up there soon.

Suzanne: I think we should invite Nathan Pieplow as soon as we have a date for South Lake Tahoe as he schedules 2 years in advance and he is an integral part of our meeting.

Jon: The conference will be scheduled September 9th-13th, directly after Labor Day for hotel rates.

Kurt: We made some contacts with New Mexico Ornithological Society (NMOS) but we need to follow up as we will with the Central New Mexico Audubon Society (CNMAS). Matt is the Vice-President of NMOS.

Jon: Ed Pandolfino's 'bible' had a formula for junior partners and how much they want to get involved and how the pricing works out. We have had junior partners at other conferences. We pulled the money for the Sandy Williams book in the past so I am conscious of not making enemies. Discussion on that is important.

ACTION ITEM: Resolve the Williams book from the past in terms of the meeting.

2:52pm

SCHOLARSHIP COMMITTEE: (Homer)

Report: Ed Pandolfino e-mailed the scholarship information which listed the past scholarship recipients. Applications will be going out soon. We would like to increase the scholarships to 10 by going to graduate level students. We talked about promoting research in our scholarship recipients. We have a very robust fund this year and even more if Pasadena Audubon gets involved.

ACTION ITEM: Homer will send the full memorandum from Jon to all the Committee members.

Chris: We will be near the UNM campus and with plenty of students. We will consider getting Masters and Ph.D. students to come and give talks.

Report: Sparrows Field trip: (Homer): This 3-day trip went well. Some relatively new members were interested in our upcoming Meeting and one registrant expressed interest about possibly donating, which information I forwarded to Chris. We brought in \$1,105.

FUNDRAISING COMMITTEE: (Chris)

Report: We merged the Outreach and Funding Committees into a single Fundraising Committee. Jon and I are Co-Chairing that committee. As you all have ideas for fundraising, let me know what you are doing so I can be the clearing house for those types of ideas. I am trying to come up with ideas to raise funds for our two publications. If there are any ideas relating to scholarships, youth or otherwise that I can help with, keep me in the loop. The main thing I have been working on with Homer and Jon is rekindling our relationship with Pasadena Audubon in terms of the funding they provide for the youth scholarships. We will be meeting with their leaders perhaps in the next month or so. I will be working with other members of the committee, i.e., Susan Gilliland and Lena Hayashi.

Discussion: (John Garrett): Another person you might consider talking to is Lance Benner who is the Scholarship and Grants Chair for Pasadena Audubon. He suggested using Pasadena Audubon's annual fundraising event, the Birdathon, to perhaps have some of that going to the WFO/Pasadena Youth Scholarship Committee.

Jon: John, it was explained to me by Susan Gilliland that the title of Development Director (which may be incorrect) is a paid position at Pasadena Audubon. Susan is a little unclear; maybe that is something Chris could be attentive to.

Chris: Lena will be meeting with them in about a week or so. Unfortunately, I can't be there but perhaps something can be worked out phone wise. I will be meeting in about a month or so with the whole Society. I got in touch with Colorado Field Ornithologists (CFO) and we would like to have them come to the Albuquerque meeting.

Jon: We are official partners with CFO but we haven't done much together. Their presence in NM would be great. We should all do as much as we can to make David Gillilan welcome and discuss potential things that we can do together.

NEW BUSINESS:

Report: Jon: The Central Valley Bird Club(CVBC) and WFO share many members. They put out WFO issues. I did a Fundraiser for their Scholarship Fund, but since we had no official relationship with them, the money raised went to CVBC. They have a new President, Pat Bacchetti. David Yee and Frances Oliver and I have discussed if there are other ways that we can do more for each other in promotion and things.

Report: (Jon): Liga Auzins Wurster brought up the idea of a WFO decal. Kurt is moving ahead with a design. We would use the Ginger Johnson's original artwork of the Sabine's gull. We could have it in a light blue field with WFO printed in black, with a white margin with WFO spelled out and our website It is free advertising. We could budget \$500 for this project. I think we need Board approval. That's an excellent way for outreach.

ACTION ITEM: Kurt will work with Sandy Swan; Bryce can do some designing; and then send it out to the Board to comment on.

WEBSITE SUBCOMMITTEE: Update: (Bryce): Over the past few months I was talking to the Subcommittee including Tim. I am focusing on a pre-publication announcement of WFO Publications on the website, book offerings, replacing old photos, and having the information about the Youth Scholarship page.

ACTION ITEM: Homer: I will give you Lena Hayashi's e-mail so Bryce can contact her about updates for the Youth Scholarships.

Jon: There is a real possibility of having a youth website so they can keep in touch and contribute. This is a potential that should be worked out by the Subcommittee. Homer will send you Susan Gilliland's and Lena Hayashi's addresses. If this is successful, then those are the people that you need to be in touch with.

Kurt: It's great that we have Bryce now, so if you have any questions or other things you can contact Bryce so he can contact Tim so that Tim is not getting bombarded from different directions.

Kurt: One thing that was asked of me was having our Committee Chairs listed on the website.

ACTION ITEM: Bryce will put the e-mail contacts for the heads of each committee on the website.

Suzanne: There is this contact page at the end of our website that has a drop-down box if you want to send an e-mail to somebody. You probably need to coordinate that page with the list of Officers page.

Jon: The Pasadena Audubon website gave far more attention to the Youth Scholars at the WFO event, especially pictures. Susan Gilliland put this together. She said she was happy to share that with WFO, which is great publicity for us.

ACTION ITEM: Jon will send Bryce (with a copy to Lena), Susan's e-mail and then he will have the link.

FIELD TRIPS: (Kurt):

Report: Our Field Trip Committee talked about the proposal to enter some kind of partnership with a company like Rockjumper. We are not sure that that is a good precedent to set. We just don't see a fair way to do that. We also talked about having a Field Trip Coordinator. Again, we are not sure how that would work out or who that would be. We welcome any comments. In the meantime, we will continue to do the field trips in the way we have in the past.

Report: We discovered that we weren't following the procedure that we were supposed to regarding the process for approving a field trip, i.e., fundraising trip. For WFO, the wording needs to be updated and changed. Roughly the wording says that we can't send out a message to the membership to let them know that a trip is coming up unless it has been approved by the Field Trip and Finance Committees and a work up how the full funding is going to work for the trip, a full breakdown, and only then can it be let out to the public.

ACTION ITEM: Kurt will send out the original wording by e-mail and everyone can comment after which he will rewrite the wording. It is a very simple change. It gives us more freedom in advertising these trips. It is discouraging when leaders see what they must do in order to prepare for the trip.

Humboldt/Del Norte County Field Trip Summer 2019:

Jon: Everything is on track for that and time will be spent equally in each county.

Palm Desert WFO Retreat: October 12-13th, 2019

Kurt: I am working on putting together all the other trips, Santa Cruz Island for a couple of nights, a retreat in Palm Desert, October 12-13th. The 13th will be the Board retreat to get things done. If these participants wish they are welcome to stay for the retreat. The Board retreat begins unofficially Sat night and ends Sunday or Monday if anyone wants to stay over. There will be an overlap of trip participants and the Board at the Sat. night dinner for incoming Board members and outgoing field participants. Jon Dunn and Kurt will be leading the field trip in the Coachella Valley and the Salton Sea Thursday through to part of Saturday. We need to budget out the trip.

ACTION ITEM: (Chris): I am happy to work with Kurt the retreat with Kurt.

TASMANIA:

Kurt is the leader for the Tasmania trip. The dates, and probably the pricing are set. He just needs to send it to the Finance Committee.

COLOMBIA:

Phil is putting together a 14 day Colombia Trip for November 2019. He is close to having that all priced out and is limited to 12 participants.

ACTION ITEM: ALL: If anyone wants to lead trips please contact Kurt.

CONSERVATION/SCIENCE POLICY: No new news

Checklists: Report: Steve: The checklists are selling well. The CBRC made some changes, which should be incorporated in the next printing of the checklists and the .pdf online. Gray Thrasher was added to the Supplemental List.

AWARDS COMMITTEE: (Jon)

Report: We have one official nomination of the WFO Outstanding Service Award. The Awards Committee will discuss this. Anyone who would like to make a nomination please send it to me. This is the award we gave to Jerry Johnson and Joe Jehl.

Action item: All: Consider possible entrants for the WFO Outstanding Service Award, (WFOOSA) and send them to Jon.

We have 3 basic awards: The WFO Outstanding Service Award for significant accomplishment over time or maybe a very short period; The Craig Award implies beyond that and the Swarth Award is for outstanding publications. Cat had some names from the past. It is best if a half page summarizing the accomplishments of the nominee can be submitted. This is not a competitive award; we can give out as many as necessary.

NOMINATING COMMITTEE (Jon)

Report: I am open for nominations and I believe we have only two slots to fill.

2019 Budget Approval:

Suzanne: Today I added to the 2019 budget \$500 dollars for book review by an unnamed Board Member. I also added \$250 for Tim Brittain's website support hourly rate increase; \$500 for transition to Cvent software and a new contract and \$500 for printing decals.

Homer: If we are to increase the number of scholarships from 8 to 10, I would like to request a \$2,000 increase in the Scholarship budget to \$10,000.

Motion made by Jon Dunn to accept the budget as drawn up by Suzanne with the above-named additions, seconded by Chris and passed unanimously.

Motion: Homer moves to adjourn, seconded by Jon and passed unanimously.