

**Western Field Ornithologists' Board of Directors
Teleconference Meeting
Wednesday, May 2, 2012, 1:00-3:00 pm**

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

Board Members present: W. David Shuford, *Pres.*, Edward R. Pandolfino, *Vice Pres.*, Liga Auzins, *Rec. Sec'y.*, Kenneth Able, Jon L. Dunn, Dan Gibson, Kimball L. Garrett, Robert E. Gill, Osvel Hinojosa-Huerta, Kurt Leuschner, Frances Oliver, David Quady, Debbie Van Dooremolen.

Board Members absent: Robbie Fischer, *Treas.*, *Membership Sec'y.*, Carol Beardmore, Brian Sullivan.

Guest: Catherine Waters, *Past Pres.*

SYNOPSIS

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Field Trips and Expeditions Committee—5

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ACTION ITEM SUMMARY

Action Item 1: Contact BOD members for BODR input by DaveQ

Action Item 2: Financial Review Report to BOD by Financial Committee

Action Item 3: Send out schedule of BOD meetings by DaveS

Action Item 4: Analysis of decrease in membership by Robbie

Action Item 5: Assigning BOD members to Petaluma Meeting Field Trips by Frances

Action Item 6: Notifying BOD of 2013 Washington Meeting Date by Ed

Action Item 7: Framing A. Birch prints for Service Reward by DaveQ

Action Item 8: Field Trip Policy and Guidelines by Kurt, Jon, Ken, Carol w/ Finance Committee

Action Item 9: Recommendations for BOD nominees by All

Action Item 10: Invite OOS member to Petaluma Meeting by Jon and Ed

MINUTES

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

Motion: (by Ken, seconded by Dan) to approve minutes. Motion passed unanimously.

1:05 pm BOARD OF DIRECTORS RETREAT (BODR)

Announcement: (DaveS): There have been various opinions of how we proceed with the Board of Directors Retreat (BODR) and Cat has been consulting with various members.

Discussion (Cat): The concept of a Board of Directors Retreat (BODR) was to sit down outside of the confines of a Board meeting but the date and the time have to be discussed.

- We can clear a calendar date for the Wednesday before the meeting.
- The biggest consideration is that Dan Singer is doing a thorough review of our finances. After the Finance Committee has gone through this and makes recommendations, we will have the best picture of the financial future for WFO.
- If we want to wait until Washington we might have the exact same situation that we have now. We would like to hear what everyone has to say and if that Wednesday is a viable day.
- It will be a facilitated by DaveQ. We will be talking about things we do not have time to discuss in a Board meeting, a guided conversation about how we envision WFO into the future.
- It would be somewhere in the neighborhood of six hours with breaks.
- Board agrees to schedule it for Wednesday at noon and to do the absolute best to make a time frame that accommodates as many people as possible.
- Anybody who needs to arrive the day before and needs a Tuesday night reservation, needs to send Ed an e-mail so I can have the hotel reserve rooms with the WFO rate.
- Cat will do airport service from Oakland to the meeting on Tuesday.

DaveQ (Facilitator of BODR): Some things need to be settled before the meeting if it is going to be productive, among them are, 'Who owns the meeting?'; 'Why are we meeting?'; 'What do the owner(s) of the meeting want to get out of it?' I will talk to each of you individually after some of the basic structures of the meeting have been laid out by its owner(s).

Ed: I think that ownership is certainly everyone on the Board, but if you are looking for one person to take it, and since I am, at least in theory, going to be the next president I am willing to be that person.

DaveS: I think it would be good to have a core, i.e., a team that is going to discuss a lot of these things and come up with a good agenda and some eventual outcomes beforehand. I am willing to have a group that would at least include Ed, Cat, Brian and me. Do people think that that would be a good core team? As there seem to be no objections, why don't we consider this the core team? We could potentially expand it.

Report (DaveQ): Dan Singer conducted a Financial Review of WFO. Dan and I spent most of April with Robbie, with Dan reviewing how the finances are reviewed. He will produce a report by the end of May. It will be mid-June before we will have a report that has been reviewed by Robbie, myself and members of the Finance Committee that will allow us to reach some conclusions, not only about our current financial state, but what issues it raises for the future of WFO. It will take until July before we will have the Financial Review plus the Finance Committee's overview of it to distribute to the rest of the Board. A portion of the time we spend together in Petaluma should be spent agreeing to conclusions, directions and initiatives that WFO should undertake based on the results of that Financial Review. The meeting planning will have to go through the Finance Committee, discussing its implications, putting together a summary that the rest of the Board can review, and how we can incorporate all of that into the agenda and plan for the BODR. The fewer people who attend, the more likely a meeting is to be productive. In conclusion, I will make a point of calling everyone who is going to take part and try to learn what they expect to get out of the meeting as well.

DaveS: To summarize, we have a day for the BODR and we have people trying to accommodate everybody's schedule for the actual time. I want to especially thank Cat for talking to people and to thank those people for being flexible and being willing to change their schedules so that we can do this on that Wednesday. I really appreciate that. I want to thank DaveQ for willing to facilitate.

1:38 pm SCHEDULING QUARTERLY MEETINGS IN ADVANCE

Update (DaveS): It seems that we often have a hard time setting a quarterly meeting date. One idea is to set these meetings up in advance, i.e., the first Wednesday of every month, and set it up now for the rest of the year. Do people have any thoughts about that? The next meeting is scheduled in Petaluma. We are meeting today, the first Wed. of the month, so how about the first Wed. in Dec., the 5th, the next one would be the first Wed. in Mar., the 6th, and the one after that would be Wed. June 5th. Although there will be no meeting between now and Petaluma, we can still communicate. The Financial Committee will want to communicate to the Board regarding the Financial Review well advance of the meeting. However, if we did think it was important to have a conference call before the meeting we could schedule that. I will send out an e-mail to the entire group and put those dates down and see if people are comfortable with that and if that works we will just go with it.

1:44 pm FINANCE AND MEMBERSHIP

FINANCIAL REVIEW (DaveQ): (See Report under BODR above.)

FINANCE AND MEMBERSHIP (Cat, in Robbie's absence)

Membership: Update (Cat): 100 people did not renew their memberships causing us to reduce on printing copies of *WB*. Robbie projected that the membership would increase again during registration at the meeting. She sent out complete reports to the Board on where we stood financially and we have just heard from DaveQ who is leading the team for the best practices for Financial Review. Currently we can afford to meet our obligations as they stand. Robbie will be helping the Finance Committee to take a look at the review and make recommendations and explain it to the Board where everything stands.

Cat: Some people have suggested that we should send these 100 people a questionnaire. Robbie said she would put something together with the geographic component and it can be sent out to the entire Board if the Board is interested in it. **Board:** Yes

1:48 pm ANNUAL CONFERENCE COMMITTEE (Ed)

Petaluma Conference September 26-30, 2012

Update: The registration is going at an unprecedented rate. In the first 4 weeks we have 158 registrants. In Palm Desert we had 36 registered and we wound up with 190. We certainly are going to have well over 200. I don't think we can accommodate over 250. We will run out of space in the field trips, banquet room and hotel accommodations. We added 3 additional field trips to the beginning and Frances is working frantically to add more field trips. I want to wait until we get close to the limit and then see if I can negotiate more rooms at that rate from the Sheraton, but if they can't then I will seek an additional hotel.

- We ask the Board *not to sign up for any field trips* so all the paying places will go to all the paying customers. Board members will go along as additional leaders. You will be assigned a trip.
- If you have an interest in any particular trip, please e-mail Frances. We have a leader for every single trip but we are looking for co-leaders for some trips, so if you have an interest, send Frances a note who will put you in that spot.

2013 Annual Conference

Update: Both Washington Ornithological Society (WOS) and Black Hills Audubon have identified two people each who will be the core planning team. I am going to schedule a conference call in the next few weeks and we will come up with some possible dates for the Washington meeting, probably late August or early September. Once we have 2-3 possible weeks, we will share that that with all three Boards after which we will get a date finalized. WOS has made an invitation to all Board members to their spring/or summer meeting somewhere in Washington in June and they said that they would waive the registration fee for any WFO Board member. They are very interested in having a WFO member come and give a talk, give a workshop, or lead a field trip during that meeting. This would help build the partnership and also give an opportunity to talk about WFO to the WOS membership.

2014 Annual Conference

Update: Tabled to Board meeting in Petaluma.

Jon: How much money do we make per registrant that goes into the general fund?

Ed: In the past we have budgeted about \$3,000 per meeting and we have been over that in the last few years. This year because we had a shortfall, we increased that to \$4,500. Last year we cleared about \$5,000. If registration goes into the 200 range we will probably make somewhere in the neighborhood of \$6,000-\$7,000 this year. If you look at our finances, this is money that we need, because our membership fees are not covering the full cost of running WFO. That total does include the post-convention trips unless a particular cause is identified.

2:00 pm AWARDS COMMITTEE (DaveQ)

Update: There have been no new nominations for the Swarth Award or the Service Award. For the Service Award, I will continue with a two names we discussed in February. I thought about framing one of Andy Birch's prints of the Sabine's Gull which I propose to give to them along with the recognition by the group at the dinner.

2:03 pm PUBLICATIONS COMMITTEE (Cat and Dan)

Digital Rare Birds of California (RBC) Report (Cat): Digital RBC is on target and we will be able to make the announcement at the meeting. We are checking artifacts. There will be a new space where we can look at the book. It is not a speedy process. Tim is working on it as he has time to do it, as he is charging \$6,000 less than standard price. The information is exactly how it was printed and he arranged it on a page in an easier reading format. You can click on the maps and it takes you there. You can click on the pictures and it enlarges the pictures. We are going to take the *corrigenda* that Joe had been keeping and make those corrections in the text. This is the first edition of RBC. When all of this is done, Tim is going to review how the CBRC has done their reports so we will have all of the links and one can look at the updates to the records at that point in time. We didn't want to put it on the bottom of the page. It is too hard to go back through. In the search mechanism, a bird's name will bring up all of the CBRC reports since the date of the book and what was literally in the book. At this point, Tim is seeking \$4,000 rather than \$3,000 due to the cost of reconstructing corrupted photo discs.

Ken: Are you going to be able to see all of the records, the one in the book plus the ones since as one list or is it a two step process, one step for what is in the book and two for the records since the book?

Cat: Yes to the latter. A search will bring up the page numbers in the book and the link to the CBRC records. Tim will make the ultimate decision how to set up a sub-website on the WFO website that will be for all of our publications and that will be where the RBC will be accessed from. When you type in RBC, it is going to take you to

the WFO website. It is not going to take you directly to the book. The Board can discuss if that is what they want to do as that does not have to be done until August.

Dickerman Issue Update (Dan): The Dickerman issue of *WB* continues to be assembled of possibly ten invited papers. Six of them have been reviewed, revised, and are in a file on Phil Unitt's computer. I expect a revision of paper number seven and eight, I am looking to receiving number nine very soon, and number ten would be Phil Unitt's own contribution. I do not know whether it will be one or two issues of *WB*, or parts of two. I think we are still talking about volume 43. I will discuss who will write the introduction to the volume with Phil. Bob Dickerman responded very quickly to my request for his complete bibliography.

Birds of Inyo County (BIC) Update (Ken): There is nothing new to report since our discussions in February.

Jon: Yesterday Tom Heindel said a package of sample species accounts will be ready to send to WFO, Kelly, Matt, DaveS, Ken and me.

Cat: As Chair of the Publications, Dan should be on that list.

Western Birds (WB) (Cat) Update: Phil sent out a report this morning to the BOD in lieu of attending to today. Last week everyone received the preliminary copy for the first issue, *43(1)*, of 2012.

Kimball: Kathy Molina said there have been a number of manuscripts coming in, including Nevada State's Committee Report. **Dan:** It is the first such report from Nevada and I will be handling it as per Phil's request.

2:20 pm FIELD TRIPS AND EXPEDITIONS COMMITTEE (Kurt)

Report: Carol contacted us about a potential trip into Mexico this winter with details to be worked out. Ken, DaveQ, Jon and Lena are working to put together the Northeastern Sierra trip for next summer. There was some talk about putting together some general guidelines for these trips in terms of how we should set them up and what we should set aside in terms of contributions, etc. Ken has been working on that and we will continue to work on that. Regarding the Cuba trip, so if Jon agrees, Gary wants to do it from March 18th to 30th next year with an optional one day extension on the 31st. It would be nice to advertise both of these trips by the Petaluma meeting. At this point in time, we are looking to reach about a \$500 profit per attendee for WFO for this large trip. On shorter trips our target would be less, but we need to be flexible.

Ed: I think we need to have the market drive the profit for any particular trip. Start with what you think is a reasonable charge for the attendee, develop the information about the expenses, look at what we can net, and then we can decide if it is worth doing. We have history on both the Cuba trip and the Northeastern Sierra trip. Ultimately we want to put them up on the registration site.

DaveS: With regards to policy and guidelines, the idea is that there will be somebody from the Finance Committee and the Field Trips Committee that will work on that. DaveQ has volunteered for Finance Committee and hopefully someone will from the Field Trips Committee. They can modify what Ken has put together and then present that to the Board for discussion and action on it in Petaluma in September.

Jon: I think there is a question of where the money goes. On the last Cuba trip half went to the general fund and half went to the Publications Fund. Dave Kreuper did a trip in New Mexico and money was directed to Sandy's book, *Birds of New Mexico (BNM)*. The leaders who do the trip should have some input as to where the money goes as long as it is in the WFO framework.

DaveS: There would be some input from our trip leaders but ultimately it would be up to the committee to make that decision.

Ken: That is what is suggested, but what is in my document has more questions than answers and does contain some thoughts that Jon, DaveS and I developed in discussing the matter and that is why it seemed appropriate to send it to committee to hash this out and turn those questions into policy. Jon is the person that has the most direct experience with these things. **Jon:** I would be happy to help out.

Kurt: I think it should be an individual trip basis type thing. Put together the budget, as mentioned by Ed and then project what you think the trip should raise funds, get approval, and then go from there. We can develop guidelines if need be. I think the purpose of the Field Trip Committee is to decide each time what amount we should be adding, if any.

Jon: Ken and I can flesh out some proposed strategy and answers and then send that out to include DaveQ, Carol and Kurt.

2:35 pm NOMINATIONS COMMITTEE (Cat)

Report: We have two incredibly strong candidates coming up for the Board and there is another person who has been recently been nominated as a possible third. We are developing a potential list for elections for the future. DaveS will be able to go through as Chair of the Nominations Committee and review this in committee. DaveQ was instrumental in contacting people. We have not done this before, but we are fleshing this out and if any of you have any recommendations or suggestions send them to me and hopefully a copy to DaveQ. I would like to see some more people from other states. There are potentially three spots to fill for this coming year. There is one partial term and two full terms. So in addition to the two names, we are looking for one more candidate, plus others for a competitive election. It looks like there is a great deal of potential coming up, not just for this year, but also for subsequent years, which will be handled by the Nominations Committee in September.

Ed: Do we have anybody who is willing to step into the Vice President position? **Cat:** We are working very hard on that and have some potential.

Ed: If we cannot persuade any of the current Board members in taking that position, is there anything in the by-laws that would prevent a new Board member from coming on the Board and automatically becoming an officer?

Cat: No. They could also be voted off the Board and that is why there is a third place there. The way our by-laws are set, this type of situation can work.

2:45 pm OUTREACH COMMITTEE (Cat)

Report: I am trying to talk Ron Martin from North Dakota into coming to the meeting and bringing along some people from ND, SD, and NB and also on the possibilities of every several years putting the records from the 100th meridian states either in *WB* or posting them on our website.

Jon: I have talked to the Board of the Oklahoma Ornithological Society (OOS) and they are interested. The best thing would be for WFO to designate a liaison to these groups once there has been an opening contact. Maybe that is better done in a face to face Board meeting or at the BODR as to how better to improve to this outreach. OOS seemed keen, but they said unless there is a direct hands on contact, these initial forays wither on the vine. The best thing is for more careful organization within *our* organization so that there are hands on contact with these people. OOS has a young President-elect, and I think he should be invited to our meeting. He teaches ornithology at the University of Oklahoma.

Ed: I think the budget could cover this type of thing. Why don't you invite him and send me an e-mail and I will send him the information including waiving his registration fee.

2:52 pm SCHOLARSHIP COMMITTEE (Kurt)

Report: Robbie sent out a report. She said was that it was difficult to give away the student scholarships. She found eleven recipients. She is waiting for details from Phil regarding the San Jacinto Transect Scholarship. We are offering at least one scholarship for one student to come to Petaluma for two nights and an application form will be on the website by May 15th. We should incorporate scholarships on shorter trips into the budget.

Cat: Maybe something should be said that the recipient has to be a member in good standing as the recipient from last year's trip scholarship did not renew his membership. The scholarship committee should come up with their guidelines on that.

Dan: I move we adjourn. Seconded by Jon All: Agreed. Meeting adjourned at 2:59pm.

Respectfully submitted,

Liga Auzins,
Re. Sec'y.