

**Western Field Ornithologists Board of Directors
Petaluma Conference Meeting
Thursday, September 27, 2012, 11:00-4:00 pm**

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

Board Members present: W. David Shuford, *Pres.*, Edward R. Pandolfino, *Vice Pres.*, Robbie Fischer, *Treas.*, Liga Auzins, *Rec. Sec'y.*, Catherine Waters, *Past Pres.*, Kenneth P. Able, Carol Beardmore, Jon L. Dunn, Daniel D. Gibson, Kimball L. Garrett, Kurt Leuschner, Frances Oliver, David E. Quady, Brian L. Sullivan, Debbie Van Dooremolen

Board Members absent: Robert E. Gill, Osvel Hinojosa-Huerta

Guests: Phil Unitt, *Editor WB*, Peter LaTourrette, *Photo Editor, WB*, Marvin and Carola Sohns

Note: Some Action Items overlap committee agendas and these agendas should be used as the reference.

MINUTES

11:20am **Meeting called to order, welcome, roll call**

Minutes from May meeting unanimously approved via motion by Ed and seconded by Kimball.

11:24am **Finance and Membership Committee**

- Financial Review Report by Dan Singer presented by Dave Q and Robbie
- Financial software is currently being researched with plans to institute in the first quarter of 2013.
 - **ACTION ITEM: recommendation on software from Dan S, Cat in time for 2013 Budget**
- A need for financial oversight person will be appointed to this position.
 - **ACTION ITEM: recommendation from Finance Comm for oversight person by next BOD meeting (Dan Singer has agreed to take this role)**
- A plan will be outlined for each of WFO's 'income streams' and cash reserve needs.
 - **ACTION ITEM: Dave Q, Dan S, Ed will work on cash reserve needs based on potential "worst case" financial scenarios**
 - **ACTION ITEM: Finance Comm will propose 2013 budget at next BOD meeting**
- Instituting a 'planned giving' program for our membership was discussed with plans to go forth.
- Robbie reviewed the quarterly financial report. No issues, finances running essentially to plan.
- Lapsed memberships will be analyzed and appropriate reminders sent out.
 - **ACTION ITEM: plan to contact lapsed members to be developed by Cat, Robbie, and Brian**
- Tiered membership fees and a possible increase was tabled until we have re-evaluated our financial plan. Currently our membership fees do not cover the full cost of running WFO.

12:35pm **Publications**

- The Dickerman volume of *WB* will consist of nine papers with acknowledgment to reviewers.
- *Birds of New Mexico (BNM)* is about 2 years to publication (we are not the publishers but we have committed to make a significant financial contribution to this project).
- *Birds of Inyo County and Death Valley* will be several years to publication. WFO has not made a commitment to it, but will continue to advise on the project.
 - **ACTION ITEM: Cat to determine preliminary cost estimate (completed)**

- The *e-Rare Birds of California (RBC)* on our website project will be delayed by at least 3 months as it needs to include a link to current records on CBRC website. Cost of getting the book on a website is estimated as \$4,000. .
 - **ACTION ITEM: Cat will give update at next BOD meeting**
- Due to hefty size of *Western Birds (WB)* 43:3, a paper and the book reviews were omitted. Dan Gibson will replace Kathy Molina who is stepping down as assistant editor. We thank Kathy for 14 years of exceptional service.
- Electronic Publications Subcommittee has been formed to investigate avenues of e-publication for *WB*

Lunch break

2:00pm Nominations Committee (closed session)

Results of nominations

Nominated and elected for a one year term were:

Ed Pandolfino, President (eligible for a second one year term) (2014)
 Dave Quady, Vice-President (eligible for a second one year term) (2014)
 Liga Auzins, Secretary
 Robbie Fischer, Treasurer

Nominated for a second three year term on the Board of Directors were:

Kimball Garrett (2015)
 Robert Gill (2015)

Nominated for a two year term to fill Dave Quady's vacancy:

Dan Singer (2014).

Nominated; eligible for a second three year term:

Ed Harper (2015) (2018)
 Joyce Meyer (2015) (2018)

Immediate Past-president for a non-elective two year term:

Dave Shuford (2014)

Rotating off the Board after serving two three year terms were:

Carol Beardmore (2012)
 Jon Dunn (2012)

2:06pm Honoraria

A 10% increase in honoraria for those people who are involved with the production of *WB* was passed with one vote against. **Motion made by Ken and seconded by Debbie.**

2:25pm Field Trips and Expeditions

- Cuba 2013 is filled with a waiting list and details are being finalized.
 - **ACTION ITEM: Kurt to submit estimated revenue and expense by Nov 19**
- Northeastern California July 24- July 1, 2013: This trip may have 11 people with a possible scholarship and potential costs and revenue estimates being prepared by Lena and Cat.
 - **ACTION ITEM: Kurt to submit estimated revenue and expense by Nov 19**
- Field expeditions (using bird monitoring protocols): Presentations have been given on the Sierra de la Laguna expedition and reports are in the works.
- The Alamos expedition has been reported on and Carol is analyzing the data.
- Two other expeditions are planned: 1) Northern Sonora, through the Sky Island Alliance, located just south of Sierra Vista, AZ in June 2013; 2) Buenos Aires Wildlife Refuge to survey for possible Masked Bobwhite in either Nov 2012 or Feb. 2013.
 - **ACTION ITEM: Carol will advertise Mexico expeditions and report brief trip notes on website**

- Although Field Trip policy and guidelines have been sent to all, it is currently being updated to incorporate e-bird reporting by trip leaders. .
 - **ACTION ITEM: Kurt will revise before next conference call**

Note: Carol donated the many books left over from book auction in Sierra Vista Conference to the local Tohono O’odham Nation Reservation.

- 3:15pm **Annual Conferences** - Tabled until next Board meeting, Dec. 5, 2013. Next Annual Conference Aug 22-25, 2013 in Olympia, WA
 - **ACTION ITEM: Kimball will create Petaluma Conference retrospective report**

3:17pm **Youth Scholarships**

- Scholarship recipients were Kimberlyann Harvey and Iolana Seritan for the Petaluma Conference.
- If the 2013 California trip goes we will offer a scholarship if feasible. Although we partner with Pasadena Audubon, maybe we should also partner with other organizations, e.g., Sea and Sage and Central Valley Bird Club and also engage in social media to contact young people.

3:25pm **Awards**

- Service awards for Larry Allen and Bob Evans will be presented at the Petaluma Banquet.
- Swarth award has no formal nominations as yet. We need to recruit recipients.
 - **ACTION ITEM: Need to recruit nominees for Swarth Award by All**

3:35pm **Committees in General**

- We need more members on committees in addition to drawing from Board. These members could do many specific assigned tasks. We can put questions on the survey but we should run it by the committee chairs and ultimately send an e-mail to the Board.
 - **ACTION ITEM: Ed will recommend committee chairs and consider standards for meeting frequency at next BOD meeting**
 - **ACTION ITEM: Ed will create process to recruit more volunteers for committees, get input from committee chairs on needs**

Note: Carol, Jon and Cat are all leaving the Board, but will continue as volunteers.

4:00pm **Motion made by Dan G, seconded by Kimball and passed unanimously to adjourn.**

Respectfully submitted,

Liga Auzins

Rec. Sec’y

Next Meetings (all on Wed 11:00am): 5 December, 6 March, 5 June