

Western Field Ornithologists Board of Directors
41st Annual Board Meeting, Fortuna, Ca
Thursday, September 29, 2016 11am – 4:45pm

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

Board Members present: David Quady, *Pres.*; Tom Blackman, *Vice Pres.*; Suzanne Carota, *Treas./Membership Sec'y*; Liga Auzins Wurster, *Rec. Sec'y*; Ed Pandolfino, *Past Pres.*; Jon Dunn, Daniel D. Gibson, Homer Hansen, Susan Kelly, Larry Modesitt, Frances Oliver, Diane Rose, Steve Rottenborn, Dave Shuford, Catherine Waters

Board Members Absent: Kurt Leuschner, Raymond VanBuskirk

Guests: Phil Unitt, *Editor, Western Birds, WB*; Virginia Johnson, *Graphics Manager, WB*; Ron LeValley, *Photographer, Associate Editor*; Karen Havlena, *Board nominee*, Kimball Garrett, *Board nominee*

MINUTES

11:45am Meeting called to order, welcome, roll.

Minutes from 20 July 2016 Conference Call accepted unanimously via motion to approve by Diane, seconded by Frances.

Subsequent Board Conference Calls will be on Wednesdays at 1pm: December 7, 2016; February 8, 2017; May 3, 2017. Our Annual Board Meeting in Pueblo CO will be on Thursday, August 17, 2017 from 11:00am to 4pm in the Marriott Hotel Board Room.

11:47am FINANCE COMMITTEE

Budget:

Report: As of August 31st we are running very close to budget, which points toward break-even for 2016. There are some variances, e.g., the conference is going to be a big increase in the budget. Between the conference and other recent subscriptions, we have added about 40 new members. Although we are forecasted to make good money, about \$5,000, on the conference, we just committed \$3,000 to reserve next year's conference venue, an expenditure that was not in the budget. We are also unfavorable on membership income. So it is a wash overall. Donor trips are a big key to our budget, and none is planned for 2017 except perhaps one Cuba trip. Next year's conference will not make as much money as Fortuna because it will be outside California.

Suzanne analyzed our cash and fund balances in terms of "days cash on hand." As an example, if we have \$200,000 in cash on hand and it costs us \$40,000 a year to operate then we have enough cash on hand to operate for five years even if our revenue does not increase. If you consider that only unrestricted cash is available, we drop down to fifteen months of cash on hand; that's still more than a year. Two financial statements that Suzanne examined revealed that Sea and Sage Audubon has 23 months of cash on hand and Montana Audubon has 15 months of cash on hand. About three years ago a key issue we faced was that the money we got from dues was not enough to cover our normal operating expenses. That made it plain that we had to generate money from field trips in order to balance our budget.

Membership:

We had 1138 domestic members as of the end of August and the number of Life Members increased somewhat. Some 165 members have opted out of the print **WB**; that number continues to climb. At year-end 2015 we had 1225 domestic plus foreign members, 1190 of which were domestic. About 75-80% of our members renew online.

Our paper renewal form invites extra donations but does not make it easy to where the extra money should be directed, e.g., Publications Fund, Scholarship Fund; the website's form does identify these funds. Life members do not receive renewal forms; perhaps we should send them a year-end reminder, inviting a contribution to a special fund or WFO's general fund. Such a reminder would probably go by e-mail rather than snail mail, so we should ensure that our first mailing of this type of message we should have some personalized wording,

Action Item: The finance committee will evaluate the current renewal forms and have a proposal ready for the December Board meeting if changes seem desirable.

Fund Balances:

Although the fund balances continue to increase, Suzanne suggests that we annually review the changes in those balances. In the coming year's budget, we have to think about how to maximize usage of those funds, i.e., The San Miguel Publications Fund has increased by \$10,000; the Scholarship fund has also increased. At this time of year, and annually, Suzanne wants everybody to think about their fund balances and what as an organization we want to do with that money.

Action Item: As an organization the Board should think what do we want to do with the balances in our funds.

Investments (CDs):

We change our officers every two years therefore we need to change the names of the three signatories on our CALFIRST accounts and carry forward the same authority to take actions on those accounts. Any action would require two signatures. So far we haven't taken any actions on those accounts and don't expect any in the next two years.

Resolution:

Resolved that Thomas A. Blackman and Suzanne M. Carota and David E. Quady are granted the same powers to act on the California First National bank accounts held by Western Field Ornithologists as were granted to Thomas A. Blackman, Suzanne Carota and Edward R. Pandolfino on October 9, 2014.

Motion to approve the above resolution made by Homer, seconded by Cat, and passed unanimously.

Note: Each quarter, Suzanne sends a package containing current records to WFVZ for archiving. Please contact Suzanne if you would like items filed.

Spending Policy:

The Finance Committee reviewed and approved a proposed change in the spending policy to deal with the issue that we often have to commit funds for the next year's conference before we have approved a budget for that year. A second change requires that two officers must approve any agreement that commits WFO to an expenditure greater than \$500.

Motion to amend the spending policy made by Larry, seconded by Homer, and passed unanimously.

WFO's amended Policies on Spending Limits is attached for reference.

Membership Renewal Procedures:

Proposal: At the last Board meeting Suzanne was asked to propose how to handle **WB** distribution to those who have not renewed their membership by year-end. She proposed, and the Board approved, the following. Now only those who have been members for at least five years will continue to receive hard copies of **WB** going into the new year. The first issue of **WB** will no longer be sent to those who have been a member for less than five years and if they haven't renewed by March they will not receive any hard copies of **WB** during the year. We will leave them on electronic access to **WB** through our website, and if they still haven't renewed by the end of the year we can delete their access. Note that WFO will continue to send members up to three renewal reminder emails and two letters during the December to February time period.

Registration fee for Science Session speakers:

Report: The science sessions are such an important part of our conferences that some thought that it would be a good idea to recognize that by giving the speakers a minor financial incentive to present as long as doing so does not present a financial burden to WFO. Currently they do not get a registration discount; instead they are allowed to register for the one day that they are speaking. However, some expressed concern that doing so might make WFO look like a lower tier organization because other organizations don't give discounts or free registration to speakers.

Proposals: Four options were presented for consideration: 1) Offer a free two day registration for someone who is a science session presenter; 2) Offer a \$20 registration fee for the two days of the science sessions (two days suggested because at the time a speaker registers we usually don't know which day they will present); 3) the same as option two, but add WFO membership with a year's electronic subscription to **WB**; 4) Charge them \$25 for a full (all four days) conference registration plus WFO membership with a year's electronic subscription to **WB**.

Discussion: A lively discussion ensued bringing up many points, including a comparison with Field Trips Leaders, who do get free registration. The people who present are the people we would like to become members of WFO. The presenters who stay for more than their presentation time indicate their interest in WFO, and that is a potential benefit to the organization. Our registration fees have the potential of being increased soon.

Motion for charging science session presenters less than the current schedule, the exact nature yet to be determined, made by Steve, seconded by Homer, and approved by majority vote.

Action Item: The Finance Committee will look at these points and make a clear proposal for the December meeting.

12:55pm PUBLICATIONS COMMITTEE

Western Birds (WB)

Report: *WB* 47(3) has gone to the printer and is presumably on its way to the mailing house now, and Tim posted the electronic version a few days ago. The principal *WB* issue is that submissions have decreased notably this year. We have 20 submissions so far in 2016. We reached 20 submissions in 2015 on the 3rd of August; in 2014 on the 30th of July; 2013 on the 27th of June; and 2012 on the 6th of August. One can see a declining trend.

Action Item: Everyone please encourage your colleagues to contribute to *WB*.

Action Item: Phil will send an e-mail to appropriate authors who presented at our conference, soliciting submission to *WB* and instructing them to go to our website to review Instructions to Contributors where the page charges will be listed. Since Cat has been contacting authors along these same lines for 17 years, this solicitation will be a two-prong effort.

The digital object identifiers (DOI) are instituted now and that adds a few hours of work for Phil for each issue. Every paper that has a DOI number that is cited in the biography has to have the DOI number listed and then the registering of the DOI numbers at the time each issue comes out. Phil tried doing a Google search on the DOI numbers for 47(2) and they all came up with at least one return. Sometimes it referred to our website and sometimes it didn't.

Action Item: Phil will amend the Instructions to Contributors on the website to indicate that contributors have to enter their DOI numbers.

The Biodiversity Heritage Library (BHL)

Report: We signed the deal with Harvard as discussed at the last conference call. We are up on their website now, so if you go to their website and where it says journals you type in *Western Birds*, you would get all of our content that's available free through our website but limited by BHL's moving 2-year window of availability.

Google Scholar

Report: We did one test issue months ago and Google Scholar says you still have to wait for our robots to find us. They have yet to find the test issue even though it has a DOI number. Phil will talk with Tim Brittain and with LaShelle Lyman, who gave Phil the instructions on how to set it up.

1:05pm Avifaunal Change volume

Report: Everything has been reviewed. A large proportion of the papers have been revised and resubmitted but there are still a few that are out. We are targeting early 2017 for publication. Dave S. sought another printer in Santa Cruz as they have done some laser printing jobs for him through PRBO which have been a great success. We received a quote from them and they can do as many color items as we want. They don't do print-on-demand but they can do 50 copies at a time and they can insure that the quality is exactly the same as the original. We received quotes for two sizes, one was for 250 pages and the other was for 276 pages as in the original, and for 300 copies the cost would be \$500 difference between the two. The paperback would be the same size as BSSC trim size. Dave S. doesn't think every page should be in color. They don't do fulfillment so that is a potential issue. The price we got included shipping in bulk to us, and then we would send

out individual copies. They could send it to multiple addresses but we would still have to do the shipping to individuals.

Cat investigated print-on-demand where you could have ten copies printed at a time and they would mail it. We looked at a publication that had full color in it and one that was gray tones (black and white) and then we looked at a scholarly press like Allen Press. If we are going to move into a modern era, and we have two books in the chute, we have to do something besides Allen Press. Their product is good but their organization is somewhat lacking.

Action Item: Cat will put together a detailed budget for the Avifaunal Change volume and will send it out to everyone.

1:12pm Birds of New Mexico (BNM)

Report: We have carried on our books for a very long time money for **BNM**. Our President at the time who was with New Mexico Ornithological Society (NMOS) was approached by Sandy Williams who said he was planning on doing a scholarly book on the birds of New Mexico. They were raising money for it and they wanted WFO to contribute to defray the publication costs. We put this request for money in the Newsletter and people sent in money. The book is not near completion. We have had this money sitting there for 5 years. We have committed this money but we have other requests coming in and the Publications Committee is not suggesting to dissolve this fund and then allocate the money to something else. We would like to have some flexibility in being able to provide support for some other important state books while we can. We have an obligation to the donors. None of them said just get rid of the money or to just give them back their money, but some want their money dedicated to **BNM**. Cat would like to see WFO support the second *Colorado Breeding Bird Atlas (COBBA)*. If you go to their website, you will see an amazing book that they are getting ready to publish. This is really a Board decision to do two things: 1) Literally change the **BNM** fund, but keep it funded so when the time comes we can turn over money to the **BNM**. It could be called a special publications fund that we keep funded so that we can contribute to some of these other equally important books. We might decide not to give money for them but we would at least have this small fund that is there, whether it is Alaska or Colorado, etc. This is part of our outreach to other states. There are two items on the table. 1) To dissolve the **BNM** publication fund to a special publication fund; and 2) As an organization do we want to contribute to **COBBA**?

Discussion: We have a lot of money in the publication fund, more than enough to cover the high-end estimate for Avifaunal Change and if there is a reasonable chance that **BNM** will come out that we don't need to do anything with that money. If we want to support some other publications, there is enough money in the fund to support that, too. **BNM** is no further along than it was 5 years ago. We need to get approval from each of the donors to release their funds. We should write a letter to the President of NMOS requesting a progress report or whether they expect eventual publication of this book at all, because we want to contribute to other projects. The Board agrees to this. Lessons learned from the **BNM**: it seems that for other publications 1) it would be good to have a manuscript in hand, and 2) putting out money years in advance does not make sense.

Action Item: Cat will contact the President of NMOS formally through a letter and request a report on the **BNM**, which is to be shared with the Board, as would the response to this letter.

Colorado Breeding Bird Atlas (COBBA)

Report: Cat recommends that we contribute \$1,000 to defray the publication costs of **COBBA**. CFO gave \$10,000. The **COBBA** is being spearheaded by Lynn Wickersham, who wrote to request a contribution. We will be listed both in the book and its website.

1:24pm **Euphonia**

Report: We are through scanning volume two of **Euphonia**. Kurt Rademaker, who was the editor of **Euphonia**, is writing the introduction. As soon as it is up on our website Phil will send it on to the BHL. We received very positive responses about this scanning project from many people who were connected with **Euphonia**.

Other Projects:

Publishing our Proceedings: Two people wanted to know why we are not publishing the proceedings of our science sessions online. We do the abstracts. It is a good idea but the work that needs to go into it is formidable.

California State List and others:

Report: We have a request from a Board member and donor to WFO to publish a new hard copy of a state list for California. WFO has traditionally done this for years back. We are the sponsor of the CBRC. This is a perfect opportunity to bring up to date the latest taxonomy, including the Latin, and including a blank page in the back for Notes, and use our newly found skills at doing digital on demand publication for \$3.33 per official list. We should first do it with a 2017 date on it, as that is when we want to impose a new AOU taxonomic sequence. CBRC has been putting together and compiling the list. Suzanne can just call up the Amazon account (that will be set up) and tell them how many she wants. We can tell our membership and others that "here's the link and call up Amazon and order them." Amazon will send the money to us. If other states want to prepare a checklist we would encourage them to do that. It's a way of partnering with different states and of course we have to come to a financial arrangement with each state organization. It would raise money for the Publications Fund. Both HBRC and CBRC are formal committees of WFO so we may not have to enter into any agreement. It will cost about \$5.00 per copy and whoever orders it will pay for shipping from Amazon themselves. We will make a tiny little bit of money on it. There is no money up front other than for the layout. The CBRC can do the layout if they wish.

Discussion: We should add this as budget item for 2017. We could produce a printable checklist that could be put up on the CBRC website, if it is laid out right, e.g., 8-1/2" by 14" and then fold it. Put boxes in that people can write numbers down. There are so many changes going on, that it would be easy to change it online to keep up with the changes. The CBRC would be on Board with this but a month might be too short of a notice. The CBRC would want the Board to direct how it will be formatted so we can all agree.

Action Item: The Publications Committee will work with the CBRC on a California State List and add this project as a line item to the 2017 budget pending approval of this budget.

Other Projects:

Report: Ken Able, our Special Publications Editor, and the Board have tacitly agreed to do the Le Conte's Thrasher book. It is in the review process and at our last meeting we voted the money for two reviewers.

Report: We had two other people contact Ken Able with two more books to consider, one on Alaska and one on Paul Lehman's project in Alaska (St. Lawrence Island) that look like they are quite likely to come up should finish with Avifaunal Change first, then Le Conte's Thrasher and then the others. There is another publication on the birds of Mendocino County by Bob Keiffer who is expecting to have a manuscript in 3-5 years. There is also the Heindel book on Inyo County birds.

Action Item: The Publication Committee will consider and develop a proposal on how to handle future manuscripts, including whether reviewers get paid, and report back to the Board.

1:38pm ANNUAL CONFERENCES

41st Annual WFO Conference, Fortuna CA, September 28 to October 2, 2016

Report: Everyone worked really hard on the conference, especially Suzanne with the budget, Dave Q., Diane, Steve, Susan, and also Rob Fowler, who really had a tough job and did an excellent job. We registered 305 people. That's a new record.

42nd Annual WFO Conference, Pueblo, Colorado, August 16 to August 20, 2017

Update: Larry and Tom scouted Pueblo a few months ago. They have a signed contract, which includes catering, with the Pueblo Convention Center and a signed contract with the Marriott adjacent to it. Larry agreed to be Chairman and recruited Bill Kaempfer, a local CFO person to work with the field trips, as he knows the territory and the people. Bill is the past president of CFO and has had a lot of experience. We have 6-7 names for keynote speakers. We are looking into the van situation currently.

Report:

Diane has agreed to help out with the workshops and Steve with science sessions. Since this is Larry's first conference that he is running, he is asking for help, so those of you who are in a job right now he would like for you to continue it. There is a reference planner that guides one through the whole conference process. The Steering Committee comes from the Scholarship Committee, science workshop, and registration. Usually you have someone who is on the ground who lives in CO so Bill Kaempfer is great for that. Susan was really terrific with Regonline this year and made it go farther than it had been before this conference. Susan agrees to do Regonline again with help from Karen. Some people listed on the CFO journal masthead might be able to help. Larry knows all of the aforementioned people fairly well and we will try to get them involved. Other organizations that might want to get involved are the Rocky Mountain Bird Observatory (now known as Bird Conservancy of the Rockies), Denver Field Ornithologists, and the Denver Museum of Nature and Science.

The hope is that CFO will become a regional partner of this conference, but we haven't discussed details. Larry and Doug Faulkner, the current president of CFO, are basically committed to things like deciding the best field trips from Pueblo, writing up the descriptions, coming up with the maps, recruiting field trip leaders for all those trips, and help with publicity. At least we can say that is the basis for CFO's involvement. Giving CFO a share of the profits would be very welcome, as would maintaining the same type of compensation as Fortuna provided for leaders.

Discussion: WFO has precedent for sharing profits; in one case we shared 5% of the profits, and in another we shared 10%. Profit sharing would be up to the Steering Committee to decide, including what the partnership would be called for the conference, e.g., co-host. In the budget when

you look at everything and price things out, then you will have an idea what sort of money you would have and then you would know if you needed to raise prices. The general goal for out-of-state conferences has been to try to break even. A possible complication for 2017 is that CFO also has a conference, so we don't know how many people would want to attend WFO's. CFO's conference is late May or early June in Steamboat Springs and ours is Aug 16th to the 20th, so the two conferences are widely separated.

43rd Annual Conference

Date and location in Southern California to be decided. Some possibilities: Victorville/Lancaster where we can get to the mountains and the desert. Ventura is another possibility.

Alaska possibility for 2019

It is unfolding that the American Ornithological Society (AOS) meeting in June 2019 is in Anchorage. They were embracing other organizations to join them. This is all so preliminary right now. It is going to be a whole other expense than what we are used to dealing with. We could schedule WFO's conference before, during or after AOS. It is peak tourist season and three years out is not too soon to start looking at venues. If it is a joint meeting you really get swallowed up and not noticed as a component of the meeting. If we want to do this, we don't have to be connected to the AOS at all. The AOS organizing committee was interested in getting their membership exposed to WFO field trips, workshops and expertise of the birders. Many of us belong to both organizations. That's part of the problem because professional bird tours will be all over Alaska. They have been doing it for years and they don't need local experts in that at all. That's what happened with WFO's 1999 conference in Anchorage, people used it as a jumping off place for extended field trips either before or after the AOS (then AOU) meeting, but those weren't led by WFO. If we gave WFO members first priority, and if there is spill over we could set up another trip. Again, this is all preliminary. AOS is expecting 200-400 attendees. Realistically, in 1999 WFO had fewer than 100 attendees, even as low as the 50's not counting agency people. Right now we do not want to get enmeshed in the AOS structure. If they want to come and listen to us, that is fine and maybe some WFO members want to sit in on their meeting or papers. It's just getting two groups of people together and however they want to mingle is up in the air. The good birding in Alaska is generally elsewhere than Anchorage. If we don't want to be enmeshed with AOS, it is conceivable to think about August in Nome or Seward. Someplace attractive that might excite more of the membership to go there. Everybody in Anchorage who can goes to Homer in June. There could be a pre-trip to Gambell.

Action Item: By the next Board meeting (December 7th) Bob Gill, Dan, Cat and Frances volunteer to form an *ad hoc* committee to begin pursuing the various ideas and exploring the possibilities of an Alaska Conference. Two meetings hence (February 8th), they should be able to seek feedback from our membership.

Other possible destinations might be Wyoming, at the University in Laramie. Doug Faulkner wrote the book on The Birds of Wyoming. Another destination could be an August meeting in Fort Davis, west Texas, and partnering with the Texas Ornithological Society, which is a huge organization and there are lots of people able to help coordinate a meeting. It's nationally famous for the numbers of hummingbirds coming through there so there could be all sorts of hummingbird workshops. Ashland, Oregon has good birding and there might be an organization that could help us so this might be a possibility. Klamath is nearby.

Board goes into Executive Session

Board returns from Executive Session

It was announced that during Executive Session the Board elected or re-elected the following officer to one-year terms that begin at the conclusion of this Annual Board Meeting:

Tom Blackman, President

Kurt Leuschner, Vice President

Suzanne Carota, Treasurer/Membership Secretary

Liga Auzins, Recording Secretary

The Board also selected these individuals to comprise the slate of nominees that will be presented to the WFO membership present at WFO's Annual Meeting on October 1, 2016, for election to three-year terms as Directors:

Jon Dunn (not eligible for re-election)

John Garrett (not eligible for re-election)

Kimball Garrett (eligible for re-election)

Karen Havlena (eligible for re-election)

4:15pm Institute for Bird Populations (IBP) Intern

Update: IBP uses what WFO calls interns, who, in 3 months' stints, do field research, much of it in California. We had a discussion with Rodney Siegel, the Executive Director, about the possibility of WFO sponsoring one of the interns who are over 18 years old as a way to continue our mission of supporting youth based ornithology. We would jointly make the selection. If we paid a whole internship we would select the candidate. That way we could select to some of the people who have been past scholarship recipients. Generally, the interns would be working in CA and maybe the Sierra. IBP already has their work locations lined up.

Recommendation: Homer and the Scholarship Committee voted to support this proposal concerning youth based ornithology. Since the Scholarship Committee would be involved with the selection of an intern and with the research done, as a partnership, we expect back a contribution, e.g., a paper at our science session or something else. IBP was requesting \$3,000 per intern. We elected to contribute \$1,500, which would come out of the Scholarship Fund. We have outside sponsors and donors and we want them to know exactly what we are doing with their contributions.

Discussion: The actual selection process and training of the intern has not been discussed with IBP. The selection process should keep in mind to consider a minority person. The Scholarship Fund has Pasadena's name on it and we would like to have Pasadena sign on enthusiastically. Due to the various sources of allocation to the Scholarship Fund we did not want to go into the higher amount, \$3,000.

Proposed Action Item (not acted upon): Contact Pasadena Audubon to get their approval for to support half of an intern position (\$1,500).

Why are we not supporting a scholarship to send someone to work at a University or a Museum? There are many, many organizations that have positions for interns. If we are going to do something like this, I would really not like to see this kind of effort be channeled through one organization. It's not that any organization is being selected against; this is something that is mostly California based. If someone wants to check into other organizations, they should do so. IBP would be the employer and WFO would simply supply the dollars. By supporting someone who is at that next stage of development is a good way to spend our money because you then have somebody who is more likely to pursue a career in field ornithology. Instead of setting this up with IBP, the candidate may come to WFO and ask if he or she could do it with another organization. There are many issues that need to be sorted out, for example, making a different use to money that has been given to WFO under an earlier understanding of how it would be used – that would need to be sorted out. The whole idea would need to be fleshed out, including that WFO gets appropriate recognition and brand identification.

Action item: The Scholarship Committee will continue to sort through the above details so that we have a better-founded proposal to consider.

Silent Auction Proceeds

Discussion: Discussion recounted how the practice of holding a silent auction arose, what were the intended uses of the funds it raised, who managed the auctions, what were the other sources of funds that have flowed into WFO's dedicated funds (i.e., Publications Fund [aka Mike San Miguel Fund], Pasadena Audubon/WFO Youth Scholarship Fund, and Birds of New Mexico Fund). Changes in uses of the funds that were raised through the auctions, changes in sources of the funds that flowed into WFO's dedicated funds, as well as the Board's involvement in these and other related decisions were also discussed.

The discussion concluded with the

Motion made by Jon that the proceeds from this year's silent auction be divided 50/50 between the Youth Scholarship Fund and the Publications Fund, seconded by Steve and passed unanimously.

4:45pm Conservation and Science Policy Committee

During the last year the Committee took action on one important issue. In consultation with various experts, including Ted Beedy, the Committee prepared a letter to the California Department of Fish and Wildlife that the Board approved in May and the President signed, encouraging the Department to list the Tricolored Blackbird under the California Endangered Species Act. The Department has not yet acted on that proposal.

In another area, the Committee was preparing to encourage our membership to contact their congressional representatives to oppose a House of Representatives bill that would have essentially gutted funding for enforcement of the Migratory Bird Treaty Act and of the Bald Eagle and Golden Eagle Protection Act. Happily, the bill was killed just as we were getting ready to do that.

We continue to believe that WFO should use its scientific clout where that clout can make a difference rather than sign on to every conservation issue that comes along.

Message from the incoming President, Tom Blackman

I look forward to working with everybody in the upcoming year and in their contributing in their special ways. I will be talking to committee chairs about things like how they want to move forward, etc., and to keep me informed as to everything that is going on. The only Committee Chair that is open is Nominating and I will find out who should be that for the upcoming year. It has always seemed that a good candidate for this is the Vice President. The President is an *ex-officio* member of all the committees except nominating committee therefore the President should be copied on anything that goes out to committee members, particularly meeting dates.

The Board thanks Dave Q. for his years of great leadership. Also the Board thanks Cat and Ed, who are rotating off the Board, for their tremendous contributions over the years.

4:50pm Motion to adjourn made by Diane, seconded by Larry, and passed unanimously.

Attachment:

WFO's Policies on Spending Limits, as amended on September 29, 2016