

WESTERN BIRD BANDING ASSOCIATION

2014 BOARD OF DIRECTORS MEETING September 19, 2014
Arcata, California

Attendees

Howard Browers (President), CJ Ralph (Past President), Chrissy Kondrat-Smith (Secretary), Walter Sakai (NABB Editor), Danielle Kaschube (Membership Chair), José Rousseau (Board Member), John Alexander (NABC Representative)
Visitor: Allison Nelson

Phone Conference Connected: at 2:30pm (Call-in): Wade Leitner (Second Vice President, Pat Leitner (Treasurer), Kay Loughman (Webmaster), Pablo (Chespi) Elizondo (Board member)

Board Agenda (Howard)

Attached as "Appendix I"

A request for meeting agenda additions (Howard). Yes, NABC report discussion.

Additional Topic

A discussion of appropriate method for facilitating call-in members for motions for approval. Decided, will wait to vote on various motions when other members have phoned in. (Howard).

Discussion to recognize long term board members (e.g. Kay). Can present at next meeting: time to do a write up in NABB and time to get detailed information of Board member stepping down.

Approval of 2013 Meeting Minutes (Howard)

Motion to approve Meeting Minutes. (José motioned, Walter seconded)

Voted and APPROVED.

NABB Report (Walt)

Paper discussions - How to generate more papers. Suggestions: for presenters at WBBA meetings to present their work for submission (CJ); to pair banders with someone to assist in statistics, analysis, and write-ups (José); Social network/ListServ connection to promote connections for pairing (Allison);

Significant Encounters: Do we need to appoint someone or eliminate the position? This is a NABB function, but WBBA could help.

Stu McKenzie now the chair of NABC. Articles for NABB (Walt will ask Bob Pantle, the Production Manager of NABB). Regarding WBBA social media outreach: we should join forces (e.g., NABC, Facebook page, etc.). But need a point person for efficiency (John). Or appoint persons with one person for managing/a keeper of the WBBA's social network activities (José). One social media effort from each society suggested (CJ), Blog through Griffin Groups (John).

Discussion of being electronically up to date with NABB: Suggested that President or Past Pres needs to keep pursuing (Kay). It was agreed that yes, we need to keep pursuing. We are in need to finding a way of getting NABB onto SORA. A few EBBA members have agreed to helping on this task, but not recent

communications from EBBA (Kay). Publications online through SORA- Need to still scan/download (but by what date?)

Suggestion: Can we get a PDF saved of each edition from publisher?

To contact past presenters at WBBA meetings for papers for NABB (task not assigned task to be with Walt's help). Look to recruit a new Recent Literature Editor (Martin McNicholl is largely inactive).

Contact Jeff Davis (Walter will contact regarding becoming a recent literature editor).

Motion to remove the NABB Significant Encounters section.

CJ motions to remove from NABB, Walt seconds. Discussion points: Since there has not been a Significant Encounters report in many years, and may not be in the future, it is advisable to eliminate that section.

Voted and APPROVED. Since a NABB function this motion is advisory only.

Treasurer's Report / WBBA Budget (Pat)

Report: attached as "Appendix III"

Membership dues pay for NABB publications, but generally has not been enough to cover the full cost of publication. Profit from annual meeting paid for grants and NABC travel (but NABC travel has not always been spent). Budget now more realistic.

Suggestion to motion and take budget to cover a 2 year approval period: (CJ moved, Josée seconded), Voted and APPROVED.

Motion to approve 2014/2015 Budget. CJ moved, Chrissy second. Voted and APPROVED.

Motion to amend the budget and approve the 2014/2015 numbers for the year 2015/2016. CJ moved and Chrissy seconded. Voted and APPROVED.

Grants Program (Wade)

Grant Study Approvals. Nine applicants. Top two: Linking longevity study by Micah Scholler and second is Monitoring Red Knots by Monica Domico. Discussion of giving two \$1000 grants. Could do a consolation prize of \$500? (Josée, John)

Grant recipient of \$1000: Micah Scholler, University of British Columbia. Title of project: Linking longevity to the slow pace of life of Neotropical birds.

Motion for approval for recipients of grant (at least one \$1000). Voted and APPROVED.

Membership Report (Danielle)

Motion to approve Membership Report. Walter motioned and Josée seconds. Voted and APPROVED.

Discussion for continuing the low cost or gift of membership for students. Recommendation for membership dues increase (Pat). Students' dues do not cover their share of publication costs.

Provide information detailing the value of WBBA membership- ideas:

- i. Send to NABC to send out on their listserv. Symposium next week (Colorado) for outreach? (Josée)- haven't we done outreach in past years at these types of meetings? (CJ); Kay - a brochure available online on the website. Brochure should be redesigned, any volunteers? (Pat)

Discussion to put together a list for potential members. Possible lists to put together - e.g. former interns, international banding groups (Chespi), Observatories (Linda), ListServ (Josée)

Update membership brochure

Future Meeting Locations (All)

Future meeting; CJ and Howard have consulted with Vancouver and British Columbia contacts: Judith Toms and Jason Jones.

Before final decisions, want to determine what their venue type is, their institutional support and ease of access (CJ)

During the second day of meeting, the board discussed, and then Voted and APPROVED to have the meeting in Vancouver, BC at the Vancouver Avian Research Centre. Jason Jones suggested it be held at the end of August due to weather conditions later in the fall.

Board Nominations (All)

Members agreed to use the time at this meeting to talk with general members at this meeting and seek out those that could be potential officers and board members.

Recommend a succession for board/officer positions: 1st VP to President to help eliminate the gaps (John) as chair of nominating committee.

Potential Nominees List over the two days:

1. President: Chespi Elizondo, Judith Toms, Jared Wolfe (discussed the second day of meeting)
2. 1st VP: Marlene Wagner (discussed the second day of meeting)
3. Board Members: Allison Nelson, Holly Garrod (discussed second day of meeting)

Elections were held Saturday during Membership Business Meeting, September 20, 2014.

New President: Jared Wolfe

Newly elected 1st VP: Marlene Wagner

Newly elected Board Members: Allison Nelson, Judith Toms, and Holly Garrod

Possible new Webmaster: Amon Armstrong has a background in web design and may be interested in taking over for Kay. Amon has been put in touch with Kay via email to discuss software and set up. Amon will then decide if he can take on this task for WBBA (discussed during the rest of the meeting, and later approved in October).

NABC Report (John Alexander)

Report: attached as "Appendix V"

Report based on actions in detail and links to NABC strategic plan.

Webmaster Report (Kay)

Report: attached as "Appendix V ** VI??)"

Additional Comments:

Meeting Adjourned

Appendix I: Meeting Agenda

**WESTERN BIRD BANDING ASSOCIATION
2014 BOARD OF DIRECTORS MEETING – 09/19/2014**

Agenda

Welcome and Roll Call (Howard)

Approval of 2013 Meeting Minutes

2014 Meeting Report (C.J.)

Treasurer's Report / WBBA Budget (Pat)

Membership Report (Danielle)

Grants Program (Wade)

Webmaster Report (Kay)

NABB Report (Walt)

Future Meeting Locations (All)

Board Nominations (All)

Additional Topics

Appendix II: Meeting Report

Appendix III: Treasury Report

	Apr '13 – Mar 14	Budget	\$ Over Budget	Apr '14 – Mar 15	Budget	\$ Over Budget
Ordinary Income/Expense						
Income						
Annual Meeting	5,106.50	5,500.00	-393.50	0.00	3,600.00	-3,600.00
Back Issues	25.00	0.00	25.00	0.00	25.00	-25.00
Contributions	170.00	500.00	-330.00	50.00	200.00	-150.00
Interest	7.87	10.00	-2.13	2.66	10.00	-7.34
Membership Life	900.00	600.00	300.00	0.00	600.00	-600.00
Membership Regular	4,183.45	3,500.00	683.45	1,834.73	4,200.00	-2,365.27
Total Income	10,392.82	10,110.00	282.82	1,887.39	8,635.00	-6,747.61
Expense						
Annual Meeting	2,550.32	2,200.00	350.32	0.00	3,600.00	-3,600.00
Bank Fees	0.00	25.00	-25.00	0.00		
Grants	1,000.00	1,000.00	0.00	0.00	1,000.00	-1,000.00
NABB Publications	5,032.87	5,200.00	-167.13	2,261.85	5,000.00	-2,738.15
NABC Travel	0.00	1,000.00	-1,000.00	1,000.00	1,000.00	0.00
Postage	0.00	50.00	-50.00	0.00		
Supplies	0.00	250.00	-250.00	0.00	100.00	-100.00
Web Page	0.00	250.00	-250.00	0.00		
Total Expense	8,583.19	9,975.00	-1,391.81	3,261.85	10,700.00	-7,438.15
Net Ordinary Income	1,809.63	135.00	1,674.63	-1,374.46	-2,065.00	690.54
Net Income	1,809.63	135.00	1,674.63	-1,374.46	-2,065.00	690.54

Appendix IV: Membership Report

Appendices V: Webmaster Report

“Webmaster’s Report to the WBBA Board, September, 2014 www.westernbirdbanding.org

WBBA website domain: westernbirdbanding.org

Domain registration: \$62.50 for five years. Our registration expires October 10, 2015.

Hosted by: WestHost, 164 N Spring Creek Parkway, Providence, UT 84332

Hosting service: \$169.80 for two years, is currently paid through Oct. 10, 2014. A renewal invoice will be sent in September 2014. Our hosting plan (called Personal Starter) is no longer offered to new customers; but is still available to current users. It includes 500 GB bandwidth and 25 GB storage space, of which we currently use 345 MB.

Website Use: Since January 1, 2014, the WBBA website has received an average of 248 hits per month.

Webmaster actions in the last year:

1. Added:
 - Meetings page: Report, abstracts, and pictures from the 2013 Annual Meeting
 - Banding Report page: 2012 Annual Banding Report
2. Announced:
 - Bander training and NABC Certification sessions at several locations across the country
 - 2014 Annual Meeting
3. Updated:
 - Publications page: Recent Articles in NABB
 - Grants page: List of recent WBBA grants recipients

NABB in SORA: SORA 2.0 was launched in January 2013, and includes NABB v.26-30. In a 2/7/13 email to Kevin Comerford, UNM Digital Initiatives Librarian, I asked whether it would be possible to add entries to parts of NABB that had been essentially ignored in the original coding. He said he could do it in the spring or early summer, so on 2/12/13 I sent him the list. When nothing had happened by mid-August, I wrote again asking for an update in time for the 2013 Board meeting. His response cited staffing problems, and said he would be able to get it done by the end of October 2013. It did not happen. On August 5, 2014 a message from Kevin said he had started to work on it, and had funding for a staff member who would also work on it.

At the 2013 Annual Meeting the WBBA Board directed Howard, Walter and me to contact the NABB Editorial Board to discuss getting more issues of NABB digitized and into SORA. Howard did contact Editorial Board members on 10/29/13 proposing a conference call. We learned not everyone would be available to talk in November, and that there was some reluctance from the EBBA Board about any shortening the print-to-digital gap.

As reported last year, The new SORA allows participating organizations to scan, code, and submit their own journal volumes for uploading to the site. While waiting for the Editorial Board to find a time/way to discuss various issues, I requested Bob Pantle send me his digital files for one issue of NABB, so I could see what the challenges might be in making them ready for direct submission to SORA. That was in early November; but Bob was not able to send me anything until January. He had difficulties using his Windows 8 machine to create a CD for a file created with an earlier Windows (XP?) using a now-obsolete program (PageMaker 7.1). Couple that with me using a Windows 7 machine and InDesign CS4 software ... well, it was going to take more skill than I could provide. Over the winter I developed several problems with my right arm and hand, undoubtedly related to decades of intensive computer use, and have had to seriously curtail my activity using a keyboard. So when in March, EBBA's Maren Gimple and Dan Small (at funkymoss@yahoo.com) offered to

work on the conversion project, I gratefully turned it over to them. [At the end of May, Maren said they had not really looked into it yet, but believed it might be somewhat more complicated than they originally thought.]

I am stepping down from the WBBA Board effective this month, and have asked to be relieved of my webmaster responsibilities by the end of 2014. I'll be happy to work with my successor to effect a smooth transition.

Best wishes to each of you, and to the Western Bird Banding Association.

Respectfully submitted,
/s/ Kay Loughman
September 17, 2014”

Appendices VI: NABC Report

“NABC Actions plan for the current year, including links to Strategic Plan items.

Communications is the theme around our actions for the coming year. More regular conference calls of Executive Committee. Set up social networking style interface for Council communications.

Summary of actions:

Certification – Revised certification process in place and represents an improvement. This year improve clarifications of process, tracking and listing of certification results; develop process for waving restriction of primary trainer’s ability to certify trainee

Evaluation – Revamp trainer and assistant level evaluation process.

Awards – Awards program is in place. Nomination and ward processes to be clarified and outlined.

International – Continue to discuss international participation on the council – we are reviewing the Articles of Incorporation and By-Laws with this in mind.

Publications – Revision of the Hummingbird Manual and first version of the Waterfowl and Nest Box Manuals to be published. Also, photo guidelines to be finished up and made available.

Outreach – Develop fact sheets / brochures on “Value of Banding” and “Banding with the Public”. Bring attention to relevant literature. Get information out using social media and other outlets.

Ad Hoc – Outreach to less-engaged member organizations.

Training – Clarify and publicize policies on NABC approved training sessions; complete webinar in cooperation with USFWS and Canadian BBO; market the training curriculum

Finance committee (Revenue sub-committee) identify priorities from the potential revenue

Policy Committee – Develop a Minimum Participation Policy for Council Directors.

Next meeting to be hosted in cooperation with the Louisiana Bird Observatory.

Detail of actions

Certification Committee to complete the revision of the new database and session list. (Strategic Plan Obj. 4, Goal 3; Obj. 2, Goal 2)

Certification Committee to create waiver guidelines for Trainer evaluation of candidates they trained. (Strategic Plan Obj. 4, Goal 1,2,3; Obj. 1, Goal 1)

Certification Committee to update the Trainer list Quarterly for the website. (Strategic Plan Obj. 4, Goal 2; Obj. 2, Goal 2)

Certification Committee to write up a clarified application process for Council working with the Evaluation Committee. (Strategic Plan Obj. 4, Goal 3)

Awards Committee to produce a procedure time table, rules, and a recipient list. (Strategic Plan Obj. 2, Goal 1)

Awards Committee to provide written description of who Fleming was and why chosen. (Strategic Plan Obj. 2, Goal 1)

International Committee to review the Articles of Incorporation and By-Laws for international participation. (Strategic Plan Obj. 5, Goal 1,3,4)

International Committee to revisit the 2014 committee report, revise as needed to reflect accomplishments since 2013 meeting, and submit to the Chair as soon as possible. (Strategic Plan Obj. 2, Goal 1)

Publication Committee to investigate the translation of all manuals and materials into Portuguese. (Strategic Plan Obj. 4, Goal 2; Obj. 5, Goal 1,2)

Publication Committee to publish the revision of the Hummingbird Manual and first version of the Waterfowl and Nest Box Manuals. (Strategic Plan Obj. 4, Goal 2; Obj. 3, Goal 1)

Evaluation Committee to revamp trainer evaluation process and Assistant level process. (Strategic Plan Obj. 4, Goal 3)

Outreach Committee to develop a fact sheet and brochure on “Banding with the Public”. (Strategic Plan Obj. 1, Goal 4; Obj. 2, Goal 2)

Outreach Committee to develop brochures on “Value of Banding” (Wolfe lead) and expand on presence on Facebook. (Elizondo lead). (Strategic Plan Obj. 1, Goal 3)

Outreach Committee to heavily promote and distribute articles when published. (Strategic Plan Obj. 4, Goal 1,2,3; Obj. 1, Goal 1)

Ad Hoc Credential Committee to outreach to member organizations for improved participation. (Strategic Plan Obj. 2, Goal 1,3; Obj. 1, Goal 1)

Training Committee is to clarify and publicize NABC training policy. (Strategic Plan Obj. 2, Goal 2; Obj. 1, Goal 1)

Training Committee is to complete a webinar and market the training curriculum. (Strategic Plan Obj. 3, Goal 2,3)

Finance Committee (Revenue sub-Committee) will continue to identify priorities from the potential revenue list generated and send those priorities to the Executive Committee for approval. (Strategic Plan Obj. 3, Goal 2; Obj. 1, Goal 1)

Finance Committee to set up Quickbooks for finance needs of the organization. (Administration)

Policy Committee to develop a Minimum Participation Policy for Council Directors. (Administration Requirements)

Executive Committee to meet bi-monthly and have regular communication. (Strategic Plan Obj. 2, Goal 1)

All Council members are to provide a brief bio for the website. Mary Gustafson will create a matrix for Executive Committee for each member to fill out. (Strategic Plan Obj. 2, Goal 2,3)

John Alexander to set up a Griffin Groups account for NABC communication. (Strategic Plan Obj. 2, Goal 1)

The Treasurer to complete reporting process to California Attorney General office. (Administration Requirements)”

