

**Florida Chapter of The Wildlife Society**

**Winter Executive Board Meeting**

**AECOM Offices, Orlando, Florida**

**January 6, 2011**

**FINAL**

Attendees: Tim Hall, Alan Alshouse, Brian Scheick, Arnold Brunell, Dale Gawlik, Mark Ausley

| <b>Topic</b>                        | <b>Discussion</b>   | <b>Action</b>   |
|-------------------------------------|---|---|
| Call to Order                       | President A. Brunell called the mtg. to order at 9:25am   |   |
| Reading of the Summer Board Minutes | Minutes approved pending review of <b>-342.00 Donation.</b>   | <ul style="list-style-type: none"> <li>• Tim motioned to approve minutes. Minutes conditionally approved pending -342.00 Donation clarification with Erin Myers</li> </ul>  |
| Website                             | <p>Merchant services is setup; We have a virtual terminal, credit card processing is setup, still in test mode</p> <p>New shopping cart costs \$10/month and is fully functional with a limit of 10 items but unlimited product buttons</p> <p>Security concerns are addressed and covered</p> <p>New credit card machine, wireless, and debit card would cost approximately \$330.</p> <p>Dale motioned to purchase the new hardware for the credit card, debit card key pad, wireless online transaction, seconded by Brian and motion passed</p> <p>Mike Milleson interested in setting up a tech-corner of the website and needs adobe contribute program to create this site (1 time fee for \$200) – 1 copy 2 computers have access for 2 years</p> <p>Patrick has numerous wildlife related links in</p> | <ul style="list-style-type: none"> <li>• Membership services is setup and ready to deploy by end of this week</li> <li>• Patrick will move forward with the purchase of credit card hardware</li> <li>• Patrick will move forward with identifying potential users and workload sharing for the adobe contribute program to justify purchase of an additional copy</li> </ul> |

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|                   | the library   |   |
| Treasurer         | <p>Discussion raised by Arnold Brunell regarding the purchase of a laptop for treasurer Quicken is a preferred method for tracking transactions;<br/>question is whether or not to purchase a laptop or seek out a firm to donate one;</p> <p>Board reviewed the treasury report; motion to approve the report by Tim Hall, second by Dale G. and report approved</p>   | <ul style="list-style-type: none"> <li>• Seek out a donation for a laptop for the treasurer</li> </ul>  |
| Program Committee | <p>Spring Conference update provided by Stefanie Nagid; 2 speakers for symposium have accepted; need additional speakers for the symposium and plenary</p> <p><b>Plenary theme: Coastal Conservation: Management in a Changing World</b></p> <p>Florida Keys Science Conference/IFAS organized with 2 quality speakers</p> <p>Welcome social includes complimentary beer Bartender for the keg (\$50) then all drinks would be purchased from tiki bar</p> <p>Rooms – 2 complimentary room nights additional complimentary rooms for each 40 room night</p> <p>St. Augustine will be the venue of the Fall 2011 Meeting; specific location and dates will be determined</p> | <ul style="list-style-type: none"> <li>• Stefanie will send out the call for papers next week</li> <li>• Stefanie will contact Roy Robin Lewis of Lewis Environmental</li> <li>• S. Nagid will contact Jeff Gourd regarding potential</li> <li>• Review Carol McIver as a potential speaker</li> <li>• Need 3 laptops (Tim and Dale to volunteer theirs)</li> <li>• Stefanie to seek additional beverage donation from the Student Chapter (increase from \$100 to \$175)</li> <li>• Stefanie will remove the travel grant</li> </ul> |
| Audit             | Alan Alshouse provided the review letter summarizing the audit  |   |
| Awards            | <p>Awards committee has recommended John Cox for the Herb Kale Award and Jeremy Maines for the Citizen Conservation Award</p> <p>Motion by Tim to accept recommendations of the awards committee, Dale seconded and motion passed</p>   |   |
| Certification     | No activities reported  |   |

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| Conservation              | <p>Submitted comments regarding the Bear Management Plan to the FWC;</p> <p>TWS National contacted us seeking assistance Florida Keys Refuges Integrated Predator Management Plan and Assessment</p>   | <ul style="list-style-type: none"> <li>Becky will be providing comments</li> </ul>   |
| Education & Information   | <p>Newsletter went out in November, Facebook has 123 followers</p> <p>News/job vacancies/events/etc. continue to be posted to the website, facebook page, and included in the newsletter.</p>  |  |
| Fundraising               | <p>Mark will be sending out the spreadsheet identifying POC and donor/sponsors;</p> <p>Seek out additional sponsorships/donors beyond just the spring conference.</p> <p>Potential idea is to send out flyer in October reminding folks FLTWS is a charitable contribution</p> | <ul style="list-style-type: none"> <li>Submit spreadsheet</li> <li>Explore additional opportunities</li> </ul>               |
| Membership                | <p>Membership is currently at 94 for 2011. Ended 2010 with 222 members.</p> <p>Start reviewing the charter members and their status</p>  | <ul style="list-style-type: none"> <li>Arnold and Brian will continue modify the bi-laws pertaining to membership</li> </ul> |
| Scholarship               | <p>15 applicants for the scholarship; nominating committee will announce finalists</p>   |  |
| Nominations and Elections | <p>Steve Rockwood has submitted the nomination list;</p> <p>Secretary – Marsha Ward and Mark Ausley</p> <p>Treasurer – Larame Ferry and Stefanie Nagid</p>   | <p>Nomination announcement is going out next week</p>  |
| Student Chapter           | <p>No activities reported</p>  |  |
| Old Business              | <p>Prescribed Fire Course in 2011 is projected to have 30 attendees @ \$135.00/person for \$4050.00</p> <p>Membership drive is ongoing: may send eblast, and notice in the newsletter</p> <p>New Ideas:</p> <p>Strategic Plan Initiatives: No activities to report</p>         |  |
| New Business              | <p>Ad Hoc Liability Committee: Larame, Tim, and Dale met to discuss options for protecting board members regarding alcohol related</p>   | <ul style="list-style-type: none"> <li>Dale and the Ad Hoc Liability Committee will continue to review the</li> </ul>        |

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|         | <p>incidents and field trips. Range of insurance coverage between \$200/\$350 annually for a number of potential incidents but lends itself to a great deal of uncertainty or grey area</p> <p>No recommendations at this point</p> <p>Assisting with the Registration for 2011 National Bobwhite Technical Meeting: concerns - Do we want to do this for a single species group? It is a professional group that we support. Credit card machine and website would be up and running.</p> | <p>topic</p> <ul style="list-style-type: none"> <li>• Dale will prepare a letter report summarizing their findings by the Spring Meeting</li> <li>• Arnold will contact Chuck and discuss an agreeable percentage (2-3%) on purchases</li> </ul> |
| Adjourn | Meeting was adjourned at 3:50pm motion raised by Brian and seconded by Dale G.   |  |



### **SECTION III. DETAILED SUMMARY OF INCOME AND EXPENSES (1/1/10-1/4/11)**

| Category Description             | 1/1/2009-<br>1/4/2010 | 1/1/2010-<br>1/4/2011 | Amount<br>Difference |
|----------------------------------|-----------------------|-----------------------|----------------------|
| <b>INCOME</b>                    |                       |                       |                      |
| Donation                         | 0.00                  | 208.00                | 208.00               |
| Fall Meeting Dinner              | 50.00                 | 0.00                  | -50.00               |
| Fall Meeting Registration        | 922.00                | 359.56                | -562.44              |
| Fire Course Income               | 0.00                  | 3,693.58              | 3,693.58             |
| FSEC Campaign                    | 850.70                | 185.67                | -665.03              |
| Membership Dues                  | 2,275.00              | 4,005.00              | 1,730.00             |
| Merchandise Sales                | 1,828.30              | 2,040.60              | 212.30               |
| Miami Conf. Income '08           | 4,588.00              | 0.00                  | -4,588.00            |
| Prescribed Grazing Wkshp         | 0.00                  | 1,528.16              | 1,528.16             |
| Refund                           | -10.00                | 0.00                  | 10.00                |
| Reimbursement                    | -398.12               | 0.00                  | 398.12               |
| Scholarship Spponsorship         | 490.00                | 250.00                | -240.00              |
| SFCC                             | 3.96                  | 0.00                  | -3.96                |
| Spring Conf 09 Registration      | 1,458.90              | 0.00                  | -1,458.90            |
| Spring Conf 10 Income            | 0.00                  | 14,807.00             | 14,807.00            |
| <b>TOTAL INCOME</b>              | <b>12,058.74</b>      | <b>27,077.57</b>      | <b>15,018.83</b>     |
| <b>EXPENSES</b>                  |                       |                       |                      |
| '08 Nat'l Conf Expense           | 0.00                  | 405.00                | -405.00              |
| Advertising                      | 0.00                  | 90.00                 | -90.00               |
| Bank Charge                      | 39.45                 | 0.00                  | 39.45                |
| Contributions                    | 450.00                | 550.00                | -100.00              |
| Corporate status                 | 61.25                 | 80.00                 | -18.75               |
| Credit Card Fees                 | 56.31                 | 0.00                  | 56.31                |
| Debit Fee                        | 212.32                | 858.40                | -646.08              |
| Fall 09 Expenses                 | 678.72                | 0.00                  | 678.72               |
| Fall Meeting Expenses            | 0.00                  | 859.64                | -859.64              |
| Fire Course Expense              | 0.00                  | 3,037.00              | -3,037.00            |
| Groceries                        | 111.44                | 0.00                  | 111.44               |
| <b>Merchandise Exp</b>           |                       |                       |                      |
| M. Postage                       | 3.28                  | 0.00                  | 3.28                 |
| Other Merchandise Exp            | 748.88                | 1,226.06              | -477.18              |
| <b>TOTAL Merchandise Exp</b>     | <b>752.16</b>         | <b>1,226.06</b>       | <b>-473.90</b>       |
| Misc                             | 10.70                 | 0.00                  | 10.70                |
| <b>Overhead</b>                  |                       |                       |                      |
| Postage                          | 116.48                | 91.62                 | 24.86                |
| Other Overhead                   | 60.49                 | 113.77                | -53.28               |
| <b>TOTAL Overhead</b>            | <b>176.97</b>         | <b>205.39</b>         | <b>-28.42</b>        |
| Prescribed Grazing Wkshp Expense | 0.00                  | 765.61                | -765.61              |
| Spring Conf                      | 55.85                 | 6,097.84              | -6,041.99            |
| Spring Conf '09                  | 2,133.88              | 0.00                  | 2,133.88             |
| Student Scholarship              | 2,000.00              | 2,000.00              | 0.00                 |
| Web Services                     | 29.99                 | 144.94                | -114.95              |
| <b>TOTAL EXPENSES</b>            | <b>6,769.04</b>       | <b>16,319.88</b>      | <b>-9,550.84</b>     |
| <b>OVERALL TOTAL</b>             | <b>5,289.70</b>       | <b>10,757.69</b>      | <b>5,467.99</b>      |