Florida Chapter of The Wildlife Society

Winter Executive Board Meeting

Harbor Branch Oceanographic Institute at FAU

Fort Pierce, Florida

January 26, 2012

Preliminary Draft Minutes

Attendees: Dale Gawlik, Erin Myers, Arnold Brunell, Marsha Ward, Adam Willcox, Larame Ferry (by phone), Kristee Booth (by phone), Becky Bolt (afternoon), Hugh Boyter (afternoon).

Absent: Alan Alshouse, Stephen Harris.

Topic	Discussion	Action
Call to Order	President D. Gawlik called meeting to order at 10:02	
	am.	
Reading of the	L. Ferry recommended approving minutes. A. Brunell	 Minutes approved.
Summer Board	seconded. Motion approved.	
Minutes		
Report of	L. Ferry reported that the treasurer's report summary	 Treasurer's report
Treasurer	now covers a 12 month period (Addendum 1). D.	approved.
	Gawlik requested that trend information for the last	 D. Gawlik to send L.
	few years is added to future reports, and will send L.	Ferry an example of
	Ferry an example from the Florida Wildlife	treasurer's report
	Federation.	with trend
		information.
	E. Myers recommended approving treasurer's report,	
	seconded by A. Willcox . Motion approved.	
	E. Myers will attend upcoming Panther Festival in	
	south Florida. The Pelican Island festival is March 17	
	in Sebastian – D. Gawlik volunteered to help.	
Report of		
Committees		
Audit	L. Ferry reported for A. Alshouse that we are up to	
	date with annual audit as of September 30, 2011.	
Awards	D. Gawlik for T. O'Meara: Recommendation by	 John C. Ogden
	awards committee for Herb Kale Award: John C.	approved by board as
	Ogden. Motion to support nomination by A. Brunell .	Herb Kale award
	Seconded by E. Myers . Motion approved.	recipient.
		 D. Gawlik request
	If award recipient will be present at spring meeting,	that Ogden speak at
	request that he speak at awards dinner (D. Gawlik) .	awards dinner.
Certification	Nothing to report.	
Conservation	Discussed during special new business focal session	

	on conservation capabilities of FLTWS (see below).	
Education & Information	J. Gless email report: FLTWS newsletter out. The next newsletter should be out by July and we will be back on track for this year. Chapter newsletters will be posted to the website and announced to members via email. Newsletter announcements continue to be sent to those registered nonmembers via the listserv. Information of interest to members continues to be sent to M. Milleson and P. Delaney for posting on the website.	All – information for Southeastern Section newsletter should be sent to A. Alshouse .
	The FLTWS Facebook site currently has 177 fans. News and events of interest continue to be posted to website/facebook page.	
	 A. Alshouse is our southeastern section representative – send information to him that should be included in the southeastern section newsletter as necessary. 	
Fundraising	M. Ausley and L. Perrin email report: Preparing to start fundraising effort for spring conference. Have made contact with our FLEPPC fundraising counterparts to cross check sponsors. We will be reaching out to folks late January to early February, with letters going out sometime mid/late February. \$1,000 donation already received from FPL.	
Membership	B. Scheick email report (provided December 15): Our membership data is now caught up with National TWS membership data. P. Brouse helping with web store renewals. Two graphs created (Addendum 2): (1)annual membership for last 5 years which shows us stable with last year (at just over 220 members) and recovering from 2008 and 2009 dips. Is there a place to save suggested history that might explain membership trends? (2) new members each year. Overall shows consistent new members each year, so since membership isn't rising by ~30 people each year, we losing a similar amount some years.	D. Gawlik to follow up with B. Scheick regarding new membership committee chair.
	Membership database updates: From 2005 on, we have a running total of members and their individual member history, new member tally, and a copy on the sharepoint page so multiple people can edit to keep it updated more often. Requesting new membership committee chair.	

	Discussion:	
	 Membership spikes: 1999 – may be because registration for meeting required membership; 2006 – Cocoa Beach location with a big turnout. Replacement for B. Scheick: P. Brouse may be a good idea since he has been helping already. D. Gawlik to follow up with B. Scheick. 	
Nominations and Elections	S. Rockwood email report: no activity.	
Scholarship	No report.	
Student Chapter	S. Harris email report: The UF Student Chapter of The Wildlife Society is busy preparing for its annual Beast Feast, scheduled for February 25 at Whitehurst Lodge. After Beast Feast, the chapter will then focus on representing Florida at the upcoming TWS student conclave (March 15 - 18 in Tennessee). Student Chapter is looking forward to joining everyone at the FLTWS Spring Conference in April.	
Program	E. Myers for S. Nagid reported:	Beast Feast
Committee	Spring Conference Update: Joint conference with Florida Exotic Pest Plant Council (FLEPPC), April 16-19 at Ocala Hilton. Theme: Invasion of the Habitat Snatchers: Wildlife Invades. Hilton contract signed (provided \$1,500 deposit, 220 room nights to fill minimum, \$4,000 food and beverage to spend minimum). Continue to coordinate with FLEPPC. Student Chapter FLTWS will volunteer on site. Agenda, menu, costs, and workshops finalized. Official announcement is on website, Facebook, and sent to listserv. Also was provided to FLEPPC for distribution. CEUs – waiting until March for paper submission deadline. Registration = \$150 current member, \$200 for non-member, \$75 for students. There will be student rooms for 2 nights – one for girls and one for boys. Needs:Additional beast feast donationsNeed 5 laptops and 5 projectorsCan AECOM sill do program design for us?On site materials to be completed in April. Outreach: Conservation notes listserv (L. Ferry), E. Myers will send out announcement to board	Donations still needed for Spring Conference – contact S. Nagid. • L. Ferry to send out spring conference announcement on "Conservation Notes" listserv. • E. Myers to send out meeting announcement info for posting. • E. Myers to follow up on new committee chair. • K. Booth to cover M. Ward secretary duties at spring conference. • All – if can provide laptop and/or projector for conference, contact S. Nagid.
	Myers will send out announcement to board	E. Myers and L. Ferry

	members for posting. No mailings for outreach – just posting and electronic.	to look for venue locations for fall 2012 meeting.
	2012 Fall Business Meeting: Location is Panama City, but need recommendations from Board on venue. E. Myers and L. Ferry to ask around and provide info.	
	Discussion: • Projectors: D. Gawlik, A. Brunell, A. Willcox, possibly L. Ferry and second from D. Gawlik. • Laptops: E. Myers, A. Willcox, L. Ferry.	
	Program Committee Chair: New committee chair needs to be appointed. E. Myers to ask M. Zondervan if she would like to take on role again, and let Board know outcome. Other suggestions: J. Humphries, H. Ober, E. Willcox, C. Millet. E. Myers stated that as President-Elect she has been handling the program side of the conference planning, and can continue to do so next year if committee chair prefers.	
	M. Ward requested a substitute for spring conference secretary duties (maternity leave). K. Booth volunteered.	
Website	P. Delaney email report:Southeastern Deer Study Group Meeting – since last report, registration has increased. Early registration now over, so transactions have slowed. http://fltws.org/SEDSG2012.phpPrivate Landowners Fire Training Course – webpage and online registration set up. http://fltws.org/2012FireCourse.phpFLTWS Spring Conference – webpage and online registration set up. Items in online store set up to allow purchase of: donations for FLTWS, FLEPPC, FLTWS student grant, FLEPPC research and education grant; door prizes for conference; refreshment break; different levels of sponsorship; and FLEPPC vendor registration. Everything ready to go on website for spring conference. http://fltws.org/STD2012SpringConference.phpMerchant Services and Online Store – Plan to create a merchant services protocol. Trained M. Milleson on adding and editing items in the store. L. Ferry and P. Delaney working together to process transactions for online store. Due to the deer meeting, time spent processing orders has picked up but is not	 Member's only area on website approved by Board. P. Delaney to set up. P. Delaney to set up visit counter on website. P. Delaney to create merchant services protocol.

unmanageable.

--Member's Only Area – It is possible to create a member's only area. Should not need any additional software, but may need assistance from our web designer (or someone experienced writing code) to set it up. Need a vote from Board on continuing, and if so, what items should be password protected. Web designer Chrissy provided two links:

http://css-tricks.com/825-easily-password-protect-a-website-or-subdirectory/

http://www.stevedawson.com/article0014.php

--Visit Counter – Plan to find a visit counter for bottom of webpage. This will show potential sponsors how much traffic occurs on website. --FLTWS email address – All board and committee members now have FLTWS email addresses to address FWC concern over employees using work email to conduct chapter business.

Discussion on member's only area:

- Membership list should be off public website.
 A. Brunell spoke with M. Hutchins at National TWS and he said they use their membership list as a commodity, and sell it carefully.
- D. Gawlik pointed out that the strategic plan calls for certain things for members only to enhance membership.
- Ideas for member's only area: membership list to start. D. Gawlik: could do something else for membership/professional interaction. A. Willcox: draft statements for conservation letters? D. Gawlik: would expect journals and membership lists, and we don't have journals. A. Brunell – fun things behind wall?
- L. Ferry motioned to have member's only area on FLTWS website. A. Willcox seconded.
 Motion approved.

Old Business

SE Deer Study Group Registration

L. Ferry reported that 217 are registered so far, and early registration has ended (\$20 difference). Also, no name tags will be provided as originally planned (too costly).

Discussion:

 Why did FWC send staff to deer meeting? We need to ensure FWC support for FLTWS.

- A. Willcox will initiate member survey in February, and report on results at spring conference.
- A. Willcox to proceed with developing second wider survey.
- A. Alshouse to

Should **D. Gawlik** speak with FWC Executive Director on this? **A. Brunell** mentioned that it could be that our chapter has evolved and meetings are ecosystem focused. All agreed that economy issues and appearance of travel still affect meeting attendance.

Membership Survey

A Willcox reported that he received comments on a draft survey, and will get the survey out next month (will go to membership and be on workshops/interests/continued education). He will summarize and present info at spring conference. Also, he wants to look into a wider survey on what drives participation in FLTWS. The survey should help target key strategies to increase participation in meetings and membership.

Discussion:

- A. Brunell asked if second survey could target members who have left, and find out why.
 This may point out barriers to membership we could remove.
- The second survey will cost approximately \$40 (\$20/month for 2 months) so we can use the premium survey monkey services (can add logo and have many questions).
- **E. Myers** motioned to approve **A. Willcox** moving ahead with second survey. Seconded by **A. Brunell**. Motion approved.

<u>FWC Concerns (participation in professional organizations)</u>

Waiting on a response from FWC on revised guidance policy, for now, business as usual.

Insurance Quotes

A. Alshouse is working on this. If he receives the 3 quotes soon, Board can vote electronically, otherwise, postpone for summer board meeting.

Discussion:

 D. Gawlik stated that a lawyer recommended we do as much as possible to shelter FLTWS – such as require waivers – to reduce risk. A.
 Brunell asked if we were personally at risk, and D. Gawlik understands we are not.

- obtain 3 insurance bids prior to summer Board meeting. If earlier, he will email to Board.
- Discussion on archiving FLTWS historic documents postponed until summer 2012 board meeting.

- Annual insurance would cover everything, and would only need to be remembered once/year, not for every event.
- **A. Brunell** mentioned concerns over student access to alcohol at meetings/events.

<u>Draft minutes timeline and archiving documents</u> The new minutes timeline is good. Postpone archiving discussion until summer board meeting.

New Business

FLTWS to support Private Landowner Prescribed Fire Class in 2012 – Should it and others be more profitable?

E. Myers – the private landowner course is in FL, and we should support. We typically make a few hundred dollars. **D. Gawlik** pointed out that a percentage for each transaction isn't only way to get money back.

Discussion:

- E. Myers We don't make money from the quail or deer meeting – should we? A percentage about credit card fees? We don't want to make a lot of money, but it is a lot of work for FLTWS.
- L. Ferry a standard percentage for each registration would be a good way to make money. Credit card fees are 3.99%, and each registrant take additional percent off.
- A. Willcox Eventbrite charges 2.5% plus 99 cents per ticket. We could also direct organizations to Eventbrite if we decided we couldn't support their meeting.
- D. Gawlik We do want to support meetings, but we need something that works for both groups.
- A. Brunell We could develop different categories of organizations. Should there be one rule for everyone? Or category for supporting professionalism vs. something we can take on for a profitable endeavor?
- E. Myers We should support local meetings, but what about national? There should be a threshold. The idea to earmark money earned from scholarships was good idea brought up at fall meeting.
- Ad hoc committee to develop recommendation for summer board meeting.
 E. Myers will take the lead, and A. Brunell

- Ad hoc committee to form and develop recommendation on FLTWS providing meeting support for summer board meeting. E. Myers lead.
- Board approved supporting 5 student TWS memberships.
 D. Gawlik to follow up with H. Ober.
- E. Myers to follow up with A. Alshouse regarding southeastern states hosting national TWS meeting.
- A. Brunell to contact national TWS regarding their audit, and if it could cover FLTWS audit requirement for United Way application.
- D. Gawlik to form committee to map out next steps and strategy for FLTWS conservation efforts by summer board meeting.

and **L. Ferry** volunteered to participate. **S. Rockwood** and **L. Perrin** to be invited.

TWS Sponsor-A-Student Campaign

FLTWS received request from National FLTWS to sponsor student memberships in TWS. Student chapter advisors nominate candidates, whose names go into a pool, alternatively, sponsoring chapter can select own students to sponsor. Cost is \$36/student.

Discussion:

- All agreed that we prefer to select our own students. D. Gawlik stated that this likely should fall under scholarship committee responsibilities, and he will ask H. Ober as scholarship committee chair to coordinate selecting students.
- M. Ward stated that is would be nice to include other schools in FL as well.
- **A. Brunell** mentioned that he hoped this would not take away from our ability to do graduate scholarship in future.
- All thought starting off this year with sponsoring 5 students would be a good idea, and see how it goes. D. Gawlik and H. Ober can decide if for this initial year it would be easier to sponsor students randomly chosen, and select students and/or modify the number sponsored, for next year.
- E. Myers motioned to support 5 student memberships this year (either random or selected students). A. Brunell seconded. Motion approved.

Co-host National TWS Meeting in SE 2016

E. Myers reported that the deadline for bids is February 10, and that in the last few years all national meetings have been in western states. The next opening in the east is 2016. We don't have to take on ourselves – few states could co-host together? It's important to keep our issues in the forefront. She pointed out that the western section has hosted a national meeting as a section.

Discussion:

- Would FWC support if not in FL?
- E. Myers to call A. Alshouse and ask him to

- bring up at SE section meeting.
- All supported having national meeting back in SE, and offering support to other SE states (but not host).

United Way as Fundraising Mechanism

D. Gawlik discussed that United Way is one of Florida Wildlife Federation's biggest fundraisers. Should we participate?

Discussion:

- E. Myers said that to participate you have to have an outside audit, with an estimated cost of ~\$5,000. D. Gawlik said FWF's audit was \$6,000.
- Could we use National TWS audits to cover ours? E. Myers pointed out that we use their tax ID number, so it could be possible. A. Brunell to call National TWS and ask if we are covered, and if they are willing if so, under their audit to support our United Way application.

<u>Special Focal Session: Enhancing Conservation</u> Capabilities of FLTWS

D. Gawlik introduced topic and how we have been discussing ways to improve our ability to effect conservation. We do have a plan in the strategic plan, but there is a gap between plan and implementation. We need to think about how we do conservation, and find ways to close the gap.

Politicians don't see a cost to implement antienvironmental laws like they used to. There are other (~12) conservation groups in FL that overlap some with what we do. **H. Boyter** asked about joining the FL Conservation Coalition.

B. Bolt explained typical approach: FLTWS usually gets involved on an issue by membership suggesting, and also we are on some listservs where we receive notifications of opportunities to comment on projects. There is not time to actively seek out issues. Also, it's important to choose our battles – issues we know about, and issues that are expansive and can make a statewide impact. She stated that she would like a formalized way of picking our battles (decision making group), our position, and providing

information on what to do if we aren't going to take that issue on. Group members need a commitment level. **H. Boyter** stated if we were member of a coalition it would help us eliminate things we don't want to address.

What have we done in past for conservation? Position statements (ex. feral cats) are not common (have to be voted on by membership) and typically provide comments and letters. Additionally, have supported things that National TWS has asked for, and have showed up to a hearing on a road issue in Apalachicola (although we don't typically get involved on the ground). We have not provided expert testimony as FLTWS member since could be sticky situation. Experts can do their thing as an expert, but we could help match experts with issues.

We need a way to tap into resources that we have in the society – for the last few issues, we have put issues out to membership to volunteer to participate, with **B. Bolt** coordinating everything. **D. Gawlik** bought up that bigger groups (like journals) have nodes set up to distribute responsibility.

What about expertise that members list? It's also important to ask entire membership. All agreed doing both is needed. **B. Bolt** mentioned that the committee could designate someone to head up each issue, and **D. Gawlik** stated that a minimum commitment would be good for each committee member.

Short turn-around times for comment. As a society we may not have time to comment, but we could let membership know about issues so they could act as individuals if appropriate. **H. Boyter** mentioned the "capital watch" as a way of finding out about issues. **D. Gawlik** asked if we could find out about issues earlier. **H. Boyter** stated that short timelines are just the nature of things, but it is good to have someone on the hill to provide insight on upcoming issues.

Federal register tough to wade through –idea for research assistantship for the graduate scholarship? Other mechanisms to stay on top of issues: members, sister organizations, Federal Register, Acquisition and Requisition Council, Florida Administrative Weekly.

Also, members need to be more cognizant of FLTWS abilities to comment/act on issues.

Raising awareness of issues to public: we should be proactive for standing issues that are always issues, and have public influence politicians. A. Brunell noted that issues/comments need to be succinct for public comments. This can be highly effective, but we have to be smart about it. D. Gawlik mentioned that it is important to use media, as he saw in Australia. We may need a media person in the future.

Items that come to us and we find easier should be a priority – should be searching so hard for issues? We could utilize other groups that already do this. D. **Gawlik** stated that as a first step we need to lay out the plan and ideas, and decide that later.

Assessing our efforts: was the outcome influenced by what FLTWS did? M. Ward stated that we should keep track of what we do, and any missed issues.

Highlight our contribution: Our conservation efforts should be on website. L. Ferry pointed out the importance of social media, and we are not using it effectively.

Incentives: What can we do for incentive? Ideas: professional development credits; membership; registrations; merchandise; highlight in newsletter. B. **Bolt** stated that recognition/awards are good idea, but should keep recognition awards general to keep contributions anonymous. A. Brunell mentioned that if part of website is dedicated to conservation, the committee group picture could be posted.

Next step: form committee to map out next steps and strategy by summer board meeting. D. Gawlik to head up, **B. Bolt** and **E. Myers** to participate. Plan to have a first draft by spring conference.

Should emphasis be put on this topic leading up to the spring conference? Email to membership prior to meeting? This is a priority issue for FLTWS.

Meeting adjourned at 4:00 pm.

Adjourn

Addendum 1. Treasurer's Report.

THE WILDLIFE SOCIETY FLORIDA CHAPTER JANUARY 25, 2012 TREASURER'S REPORT

SECTION I. GENERAL SUMMARY (1/4/11-1/25/12)

Balance as of 1/4/11	\$44,570.56
Balance as of 1/25/12	90,410.57
Net Change	(+) \$48,840.01

Net Change after SEDSG Adjustments (Sections V)

\$90,410.57 - \$44,059.63 (SEDSG funds) = 46,350.94 (+) \$2,489.07

Allocation of Assets

Checking Accounts	\$46,350.94
Morgan Stanley Endowment Fund as of 1/25/2012	\$23,517.00
Petty Cash	\$ 100.00
TOTAL	\$69,967.94

SECTION II. 2011 SPRING MEETING SUMMARY

HY	non	ses:
டல	7611	DED.

Program Printing	\$ 266.91
Meeting Facilities and catering	\$ 5,809.76
Awards (Plaques)	\$ 126.48
AV needs	\$ 268.80
Parking	\$ 70.05
Total	\$ 6,542.00

Other Associated Expenses:

Membership Drive Award	\$	200.00
Student Scholarship + Student Paper Award	\$	2,100.00
Approximate credit card fees	~\$	200.00*
	Φ	2.500.00

^{*}Estimate based on 3.99% transaction fee for credit cards processed.

T T 1	$\Phi \cap \Lambda $
Hynencec Lotal	V U 1/1 / 1/11
Expenses Total	\$ 9,042.00

Income:

Registration \$6,100.00 (54 registrants)

Sponsorship \$3,950.00

Merchandise sales	\$	141.00
Raffle	\$	510.00
Silent Auction	\$	310.00
Scholarship FWF	\$	250.00
Total	\$1	1,261.00

NET GAIN \$ 2,219.00

SECTION III. PRESCRIBED FIRE COURSE 2011

Expenses:

Meeting Facilities and Catering	\$ 980.00
Instructors	\$1,300.00
Approximate Credit Card Fees	\$ 100.00
Total	\$2,380.00

Income:

Registration	\$3,915.00 (29 registrants)
Total	\$3,015,00

NET GAIN \$1,535.00

SECTION IV. NATIONAL BOBWHITE TECHNICAL COMMITTEE MEETING ASSISTANCE

Expenses:

Prints	\$	210.00
Heritage Embroidery (gun slips)	\$ 2	2,756.82
Hotel	\$21	1,020.09
Field Trip Transportation	\$	950.00
Food and Beverage	\$	405.13
FLTWS Agreement (\$963.37 cc fees-\$250)	\$	713.37
Total Current Expenses	\$26	5,055.41

Income:

Registrations	\$21,715.00 (100 registrants)
Sponsorship	\$ 8,200.00
Visit Tallahassee Grant	\$ 950.00
Silent Auction	<u>\$ 1,698.00</u>
Total	\$32,563.00
Total Income	\$32,563.00
Total Expenses	- <u>\$26,055.41</u>
Remainder returned to NBCI	\$ 6,507.59

SECTION V. SOUTHEAST DEER STUDY GROUP MEETING ASSISTANCE

Expenses:

Swag items: \$ 2,447.00 Hotel deposit \$ 2,000.00 Credit Card Fees TBD

Income:

Sponsors/Registrations: \$48,506.63

Remaining Balance \$44,059.63

SECTION VI. PRIVATE LANDOWNER PRESCRIBED FIRE COURSE

Income:

Registrants: \$405.00

SECTION VII. FLTWS-FLEEPC SPRING CONFERENCE 2012

Income:

Sponsors: \$1,000.00 Vendors: \$300.00

Expense:

Hotel \$1,500.00 Logo design \$ 75.00

Total -\$ 275.00

Note: Merchandise sales NBTC Meeting: \$94.00 FLEPPC/FNPS: \$516.00 Panther festival: \$116

$\underline{\text{SECTION VIII}}.$ DETAILED BANKING SUMMARY OF INCOME AND EXPENSES (1/4/11-1/25/12)

INCOME	
Uncategorized	168.02
Donation	-1384.40
Fall Meeting 11 Income	600.00
FLEPPC	285.37
Gift Received	200.00

Membership Dues	4610.00
Merchandise Sales	1566.00
NBTC Meeting Income	32563.00
Prescribed Fire Course	3915.00
Private Landowner RX Fire Course	405.00
Refund	75.85
Reimbursement	301.28
Scholarship Sponsor	250.00
SEDSG Meeting Income	48506.63
Spring Conf 11 Income	10870.00
Spring Conf 12 Income	1300.00
TOTAL INCOME	104231.75

EXPENSES	
Bank Charge	51.80
Computer	65.00
Contributions	100.00
Corporate status	71.25
Credit Card Fees	2693.94
Fall Meeting 11 Expense	506.71
Fire Course Expense	2280.00
FNPS	110.00
Membership Drive	200.00
Merchandise Exp	
Other Merchandise Exp	2573.65
TOTAL Merchandise Exp	2573.65
Merchant Services Fees	1398.94
NBTC Meeting Expense	31849.63
Outreach	50.00
Bank Fee	76.52
Postage	106.30
Other Overhead	269.00
TOTAL Overhead	451.82
SEDSG Expense	4447.00
Spring Conf 11 Expense	6041.90
Spring Conf 12 Expense	1575.00
Student Scholarship	2200.00
Web Services	613.61
TOTAL EXPENSES	57280.25
OVERALL TOTAL	46951.50

Addendum 2. Membership Graphs.



