

FINAL MINUTES 2005
PACIFIC SEABIRD GROUP EXECUTIVE COUNCIL MEETING
Wednesday, January 19, 2005
Portland, Oregon, USA

PSG EXCO MEMBERS

	Email address	Position	Present?	Proxy
Officers				
Dan Roby	daniel.robby@orst.edu	Chair	Yes	
Bob Day	bday@abrinc.com	Chair-elect	Yes	
Craig Harrison	CHarrison@hunton.com	Vice-Chair Conservation	Yes	
Ron LeValley	ron@madriverbio.com	Treasurer	Yes	
Ron Ydenberg	ydenberg@sfu.ca	Secretary	Yes	
Shiway Wang	shiway@sfos.uaf.edu	Student Rep	Yes	
David Irons	David_Irons@fws.gov	Past-chair	Yes	

Editors

Vivian Mendenhall	fsgadair@att.net	Editor, Pacific Birds	No	Divoky
Tony Gaston	Tony.Gaston@ec.gc.ca	Editor, Marine Ornithology	Yes	

**Regional
Representatives**

Verena Gill	verena_gill@fws.gov	Alaska/Russia	phone	
Louise Blight	lkblight@sfu.ca	Canada	Yes	
Mark Pierson	mark_pierson@mms.gov	Southern California	No	
Malcolm Coulter	Coultermc@aol.com flinte001@hawaii.rr.com	Non-Pacific USA	Yes	
Beth Flint	Beth_Flint@fws.gov	Pacific Rim	Yes	
Mark Tasker	mark.tasker@jncc.gov.uk	Old World	No	
Esther Burkett	EBurkett@dfg.ca.gov	Northern California		
Katie O'Reilly	oreilly@up.edu	LOC Chair, Portland 2005	Yes	

Committee Chairs

Pat Baird	patbaird@csulb.edu	Elections	Yes	
Pat Jodice	PJodice@clemson.edu	Publications	Yes	

Anne Harfenist	anne2harfenist@telus.net	Marbled Murrelet Technical
Gerald McChesney	mcchesney1@mindspring.com	Xantus's Murrelet Technical
Scott Hatch	scott_hatch@usgs.gov	Seabird Monitoring
Koji Ono (Co-chair)	ono@seabird.go.jp	Japan Seabird Conservation
John Fries (Co-chair)	jnfries@yahoo.com	Japan Seabird Conservation

Others in attendance:

Lisa Ballance
Scott Newman
George Divoky
Ken Morgan
Kim Nelson
Doug Forsell
Gerald McChesney
Dan Anderson
Alan Burger
Xavier Ruiz

1. Call to Order and Welcome

Chair Dan Roby called the meeting to order at 0906 and welcomed EXCO members.

2. Approval of the Agenda

The agenda was approved as listed.

3. Approval of Minutes from 2004 Annual Meeting (minutes are attached)

Draft minutes of the 2004 meeting were previously distributed by email January 5, 2004. A number of minor corrections and additions have been incorporated into the draft circulated today.

MOTION

That the Minutes of the 2004 EXCO meeting be accepted as circulated.

Moved by Craig Harrison

Seconded by Ron LeValley

The motion was passed unanimously

4. Business Arising

The Chair reported that Mark Pierson is gravely ill.

The Chair circulated a workplan addressing last year's action items. Each EXCO member was asked to consider it and report to the Chair on items that concern them.

5. Officer's Reports Received

Reports from Chair, Past-Chair, Chair-Elect, Vice Chair for Conservation, Treasurer and the Publications Chair were gratefully received and accepted. Edited versions will be published in Pacific Seabirds.

PSG Governance and Administrative Issues

6. Future Meeting Locations and Dates

The discussion was led by David Irons. Verena Gill joined the discussion by long-distance telephone from Alaska.

The 2006 meeting is proposed for the Prince Hotel in Girdwood, Alaska, 15-19 February. Verena Gill reported on contract negotiations with the hotel. EXCO indicated its support and encouraged Verena and her LOC to go ahead with their plans.

The 2007 meeting is proposed for Asilomar, CA., 7-11 February.

The 2008 meeting was proposed for Hawaii- mid to late February, in conjunction with plans for a World Seabird Conference. Mark Tasker was to co-ordinate this. However, colleagues have indicated that the destination is too expensive. There are possibilities to meet in Miami, or in Barcelona jointly with the The Waterbird Society in Fall 2007, who are meeting there with Mediterranean seabird groups. Other seabird groups (albatross and penguin groups) are interested, which could make this a World Seabird Conference. Discussion about the value of participation followed.

MOTION

That the PSG hold a regular annual meeting in 2008, but consider involvement in the 2007 Barcelona meeting, similar to that considered for the NAOC 2006 meeting.

Moved by Craig Harrison

Seconded by Bob Day

The motion was passed unanimously

ACTION ITEMS

The PSG will form a working group to develop a plan for representation at the Barcelona meeting.

The Chair proposed that the 2009 meeting proposed for Arcata, CA. be moved up to 2008. Ron LeValley will investigate the possibilities.

Louise Blight suggested Victoria as a possible venue for 2009. The 2010 meeting is proposed for Mexico, possibly in Sinaloa. Hawaii was considered as a possible venue for the 2011 meeting.

Lisa Balance reported on the NAOC. The PSG ExCo has previously agreed:

- a) Not to hold our annual meeting in conjunction with NAOC 2006
 - b) Not to share in the financial benefits or costs that might result from NAOC 2006
 - c) To consider co-sponsorship through identification of volunteer(s) interested in attending NAOC 2006 and helping prepare PSG's share of the scientific program (e.g., symposia, special paper session, plenary speaker)
 - d) To identify and approve by the EXCO any expenses associated with PSG's involvement with NAOC 2006 prior to making any commitments with the organizers of NAOC 2006
- Lisa pointed out that NAOC is a 'bird meeting' rather than a 'seabird meeting'.

ACTION ITEM

The Chair will raise this issue at the Business Meeting, looking for a volunteer. If no one steps forward the consequence is that the PSG will have no formal representation at NAOC 2006.

Xavier Ruiz joined the meeting at 3PM to outline the possibilities for joining the proposed Waterbird meeting in Barcelona in 2007. Other European groups would not join the meeting as their annual meeting, just as PSG decided earlier (see above). Southern Hemisphere groups such as the albatross and penguin groups seem reluctant to join this meeting. The September time is preferred by the Barcelona group, but there is perhaps room to negotiate timing. Xavier stated several times that he is open to possibilities. This would be an expensive conference, with registration fee of \$300 – 500, and room costs of almost \$400. There are cheaper hotel options available, that are easily accessible by transport.

7. Election Report

Pat Baird reported on results of the election for new officers.

Chair: Katie O'Reilly

Vice Chair: Craig Harrison

Treasurer: Ron Le Valley

Representative for Canada: Ken Morgan

Representative for Southern California: Dan Robinette

Representative for Non-Pacific U.S.: Melanie Steinkamp

Representative for Oregon-Washington: Adrian Gall

Pat pled for more nominations, and that nominations be made early on.

ACTION ITEM

Improve methods to find nominees for office

Regional representatives should be pro-active in finding these nominees

8. PSG Handbook Revisions and Updates

MOTION

That the Past-Chair update the Handbook to reflect business conducted at the annual EXCO meeting. The Past-Chair will co-ordinate with the Secretary and endeavor to complete these changes quickly following the meeting.

Moved by David Irons

Seconded by Craig Harrison

The motion was passed unanimously

9. Special Awards Subcommittee

George Divoky led the discussion. He will meet with all Past-Chairs and report to EXCO at Friday's meeting on a way to provide continuity to the Awards committee.

10. Silent auction at annual meetings

MOTION

That the Student Representative to EXCO be delegated to serve as Chair of the Silent Auction at annual meetings. The duties of this position include soliciting items for the silent auction from PSG members and businesses. If the meeting is not held where the Student Representative resides, the Chair of the Committee on Local Arrangements and its members will assist with locating rooms for storage/displaying items, soliciting local businesses for donations, and printing out bid sheets and receipts.

Moved by Shiway Wang

Seconded by Craig Harrison

The motion was passed unanimously

ACTION ITEM

Place in Handbook

11. Mid-year EXCO conference call

MOTION

In order to conduct its business in a more efficient and responsive manner, PSG's EXCO will hold a supplemental business meeting mid-year to address: (a) new items that are time-sensitive or important enough to require attention prior to the annual meeting; (b) items carried forward from the annual meeting; and (c) as time allows, new items that are not time-sensitive. This mid-year meeting will be carried out via conference call and will be held in either July, August, or September, as required to ensure quorum.

Moved by Louise Blight

Seconded by David Irons

The motion was passed unanimously

12. Financial Report

The Treasurer's Report was presented and accepted.

The Endowment Fund Trustees Report was presented and accepted.

ACTION ITEM

Place The Endowment Fund Trustees Report (with minor corrections) into the Handbook
Emphasis should be on procedures

13. Proposed Bylaw Changes

None were presented.

ACTION ITEM

The proposed 2020 Long-range Planning Committee should consider some changes to bylaws and procedures, including possibly adding new EXCO members.

14. Formation of PSG 2020 Long Range Planning Committee

MOTION

That EXCO establish a 'PSG 2020 Strategic Planning Committee' to engage in long-range planning for PSG. The committee is to review the following activities and make recommendations to the EXCO regarding how they might be improved to foster PSG's goal of studying and conserving Pacific seabirds and their environment, including but not limited to: (1) meetings; (2) publications (Marine Ornithology, Pacific Seabirds, website); (3) conservation; and (4) membership and infrastructure. PSG 2020 Strategic Planning Committee' is encouraged to consult with other PSG members in order to obtain and integrate their input. An initial sub-committee including Shiway Wang, Louise Blight, David Irons, Craig Harrison and Lisa Ballance will report to EXCO in the mid-year conference call, and bring forward detailed Terms of Reference for the 'PSG 2020 Strategic Planning Committee' at the 2006 Annual Meeting.

Moved by Louise Blight

Seconded by David Irons

The motion was passed unanimously

Conservation Issues

15. Conservation Committee

Craig Harrison presented the report, which was received and accepted. Discussion on delisting the brown pelican followed. David Irons related an unassociated anecdote about a peregrine capturing murrelets from a cruise ship in Prince William Sound. Chair Roby firmly brought discussion back to the agenda.

16. **Japan Seabird Conservation Committee**
Kim Nelson presented the report on behalf of Koji Ono, who was unable to attend. The report was received and accepted.
17. **Marbled Murrelet Technical Committee**
Anne Harfenist presented a brief verbal report, which was received and accepted.
18. **Xantus's Murrelet Technical Committee**
Gerald McChesney presented the report, which was received and accepted.

ACTION ITEM

Update Handbook on XAMU Mandate

19. **American Bird Conservancy, Ornithological Council, IUCN**
Malcolm Coulter and Craig Harrison presented the report, which was received and accepted. Doug Forsell was able to supply additional information.

ACTION ITEM

Appoint representative to OC

Student Issues

20. **Report of Student Representative**
Shiway Wang presented the report, which was received and accepted. Issues pertaining to student travel awards were deferred to Agenda Item 36, though discussion on student travel awards followed.
21. **Student Mentoring**
David Irons reported on activities relating to student mentoring.
22. **Student volunteer activities at annual meetings**
EXCO discussed ways to get students more involved in meetings.

ACTION ITEM

Encourage students to volunteer at annual meetings, as preparation for a lifetime of service.

Publication Issues

23. ***Pacific Seabirds***
The report from The Editor was received and accepted. Ron LeValley reported that he had had many inquiries from recipients who did not receive their subscriptions. It is unclear just how this is happening, and merits investigation. The Bulletin is still awaiting a write-up from Bill Sydeman on last year's Lifetime Achievement Award winner.

ACTION ITEMS

Follow up on the mailing problem.

The PSG Bulletin should be posted as a pdf on the website.

24. ***Marine Ornithology***
The report from The Editor was received and accepted. EXCO found last year's motion on financial support for MO confusing. The minutes record that a motion was made by Ron LeValley to publish *Pacific Seabirds* in hard copy and electronically 2 times per year, put the

abstracts on web, encourage members to get *Pacific Seabirds* electronically, to subsidize *Marine Ornithology* for up to \$6050 US and take up to \$5000 out of endowment fund to support the publishing & consider proposal to membership for a dues increase by \$5 for 2006 membership year. The motion was seconded by Katie O'Reilly, and approved unanimously. To clarify the long term commitment to MO, the following motion was proposed:

MOTION

PSG will provide support for Marine Ornithology, if needed, of up to \$6000 each year, in 2005, 2006 and 2007, from the General Operating Fund, to cover any shortfall in MO's production costs. If necessary, EXCO could draw on the Endowment Fund. Before PSG's annual meeting in 2008, PSG and all other partner societies will review and evaluate all aspects of the Marine Ornithology Joint Venture.

*Moved by Craig Harrison
Seconded by Ron LeValley
The motion was passed unanimously*

ACTION ITEMS

Ask the membership to indicate preference for hard vs ecopies of Pacific Seabirds; those preferring ecopy will get ecopy, those preferring hardcopy get hardcopy
Send title page of MO to all members by email
Reaffirm current Pacific Seabird publication policy

25. PSG website

Lisa Ballance led the discussion.

MOTION

That EXCO delegates authority to manage PSG's website, including format and content decisions, to the Publications Committee. Requests for the expenditure of PSG funds will be brought to EXCO.

*Moved by Lisa Ballance
Seconded by Craig Harrison
The motion was passed unanimously.*

MOTION

That EXCO grant authority to the PSG webmaster to receive and post PDFs from Pacific Seabirds on a dedicated "Pacific Seabirds" page on the PSG website.

*Moved by Lisa Ballance
Seconded by Ron Ydenberg
The motion was passed unanimously*

26. Seabird Monitoring Committee

Scott Hatch verbally reported on the Seabird Monitoring Committee's activities. The main item concerned development of software for the entry of data into seabird monitoring databases.

27. Procedure for accepting proposed symposia/special paper sessions at annual meetings

Bob Day and Pat Jodice developed a discussion paper on accepting proposed symposia/special paper sessions at annual meetings, circulated with the Agenda. This outlines the issues.

MOTION

That PSG appoint a standing Symposium-selection Subcommittee (under the Publication Committee) to develop a process for soliciting, reviewing, approving, and overseeing the publication of Symposia and SPSs. The composition of this Subcommittee is the Chair-elect, the Chair of the Publication Committee as Chair, and the Managing Editor of Marine Ornithology.

Moved by Bob Day

Seconded by Craig Harrison

The motion was passed unanimously

28. Procedure for prioritizing available publication support from Endowment Fund

ACTION ITEMS

Guidelines developed by the above Subcommittee will be added to the Handbook

The application form to hold a symposium will be circulated by Pat Jodice and posted

29. Proposals for publication support from PSG Endowment Fund

- a) American White Pelican Symposium (Dan Anderson)
Contributions so far: USDA \$4K, another sponsor \$3K, \$4K from authors
\$14K required; therefore needs \$3-4K more.
- b) Beached Bird Survey Special Paper Session (Scott Newman)
asked for \$2650
- c) Publication of pdfs from out-of-print Symposia (Pat Jodice)
asked for \$1100

The endowment fund has \$6387 to allocate. However, our By-laws Section Article VI Clause E indicates that Endowment Funds are intended for PSG Publications. Hence they can not be used to publish the White Pelican Symposium in Waterbirds.

MOTION

That PSG allocate \$4000 to the American White Pelican Symposium from the General Fund (publication in Waterbirds), \$1287 to the Beached Bird Survey Special Paper Session from the Endowment Fund (publication in MO), and \$1100 for publication of out-of-print pdfs.

Moved by David Irons

Seconded by Bob Day

The motion was amended.

AMENDMENT

That PSG allocate \$3300 to the American White Pelican Symposium from the General Fund (publication in Waterbirds), \$2200 to the Beached Bird Survey Special Paper Session from the Endowment Fund (publication in MO), and \$900 for publication of out-of-print pdfs.

Moved by Katie O'Reilly

Accepted by David Irons

The motion was passed unanimously

ACTION ITEM

Investigate clarification of by-laws about 'PSG Publications' and what exactly is a 'PSG Publication.'

Budget and Spending Issues

30. Treasurer's Proposed Budget for 2005

The Treasurer presented his budget for 2005. It was accepted by EXCO.

Important items concern the Chair's Discretionary Funds and meeting funds. These issues will be addressed in items below.

31. Corresponding Members (see attached item from Malcolm Coulter)

Malcolm Coulter presented the Corresponding Member's report, which was accepted by EXCO.

ACTION ITEM

Put into Handbook information about this committee and its purview and objectives.

32. Grants

No items were raised.

33. Travel awards

MOTION

That the Past Chair solicit and accept applications for travel awards in two categories: US/Canada student, and non-US/Canada biologist (i.e student and non-student). The Past Chair will solicit grants and donations to help pay for these travel awards. The Past Chair also recommends to the Chair how much money should be used from the current meeting budget for US/Canada student, and from the general fund non-US/Canada biologist travel awards. The recommended amounts are \$2,000 - \$4,000 for US/Canada students, and up to \$2000 for non-US/Canada biologists. Grants and donations for travel awards will offset these amounts. The Awards Committee (Chair, Past Chair, Chair-elect) will decide by consensus how much money will be spent.

Moved by David Irons

Seconded by Craig Harrison

The motion passed 11-1

MOTION

That travel expenses, lodging, and per diem of invited plenary speakers at PSG annual meetings be paid from revenue generated by meeting registration fees.

Moved by David Irons

Seconded by Bob Day

The motion was withdrawn because it is already in the Handbook.

34. Fiscal accounting procedures

Ron LeValley and David Irons would like to make the income and expenditures of PSG less transparent than has been the case in the past. They propose to add the text in the attached item to the PSG Handbook, with EXCO approval. Most of what they propose is already occurring, but has not been explicitly stated. New Items are in red. They propose to use this format until the PSG 2020 committee has a chance to review our fiscal planning in relation to our long term goals.

ACTION ITEM

Add agenda item 33 on Fiscal Accounting to the PSG Handbook
Provide an accounting of financial support to students each fiscal year.

35. Depositing Funds from the General Account into the Endowment fund

MOTION

PSG will maintain \$30,000 in its General Account (3 year's budget). Funds in excess of \$30,000 will be transferred to the Endowment Fund.

*Moved by Malcom Coulter
Seconded by Craig Harrison
The motion was passed 11-1*

ACTION ITEM

Place Malcolm's resolution on meeting preparation in the Handbook

36. Raising Membership Dues

Membership dues will be raised in 2006, and adjusted to conform to the by-laws.
\$900 lifetime
\$30 regular
\$20 student

37. Adjournment

The Chair adjourned the meeting at 1815.