

**MINUTES OF THE PSG EXECUTIVE COUNCIL MEETING**  
24 April 2015 conference call: 0900-1030 (Pacific Daylight Time)  
Amended and approved: 16 June 2015

Present: Kathy Kuletz (Chair), Jane Dolliver (Secretary), Jennifer Ma (Membership Coordinator), Christine Ogura (Treasurer), Yuri Albores Barajas (California, Hawaii, Mexico Representative), Peter Hodum (WA/OR/CA), Robb Kaler (AK), Nina Karnovsky (Chair Elect), Andrew Titmus (Student Representative), Stephanie Avery-Gomm (Canada).

Absent: Jo Smith (Past Chair), Stan Senner (Vice Chair for Conservation), Anna Weinstein (northern California), Samantha Richman (US East Coast), Kuniko Otsuki (Asia and Oceania), Stefan Garthe (Europe/Africa).

**AGENDA**

[Motion: Adopt Agenda \(Kathy Kuletz\), Jane Dolliver Seconds](#)

Agenda adopted

**MEETING MINUTES**

[Motion: Approve minutes on June conference call \(Robb Kaler\), Peter Hodum seconds](#)

Any comments or corrections be sent to Jane; she will circulate another draft before the June call

**FEEDBACK ON ANNUAL MEETING 2015**

Overall feedback was good; could improve coordination of volunteers and offer better training for session chairs. There is usually volunteer coordinator position associated with meetings. (miscommunication w/ RegOnline registration - there was no follow through when people signed up to volunteer)

The mentor session was very well attended (by students); students stayed until midnight. We could encourage more people to consider themselves as mentors. The San Jose meeting made money for PSG (final numbers coming from Doug Forsell).

**2016 ANNUAL MEETING PROPOSALS**

Two proposals.

#1 – Turtle Bay - 1.5 hours from Honolulu (same location as 2012). Large meeting facility, restaurants, small café, lots of local activities, golfing, birding trips to Laysan Albatross colony. Pros: Experience from 2012, seabirds, marine mammals, affordable to US, Canada, Asia. Cons: Difficult because of continental US-only travel. For Canada, it is international travel. \$177/night per room. Expensive for East Coast.

Proposal request meeting planner: \$6-7000. Profit \$7,000 with attendance estimate of 300.

#2 – Ensenada, Mexico – 1 hour from San Diego (100km south of border) – 400,000 people live here, borders Bahia Todos Santos (migrating Gray Whales in Feb).

Many visit to tour wineries. Venue is Hotel Coral (largest in Ensenada – 150 rooms). Conference set up is 3 rooms, largest room holds 500 (could be split 250/250)

Budget: Hotel will charge on people attending - \$12 per person for coffee service and rooms.

Meals are \$33/person – heavy hors d'oeuvres- \$14 per person

Profit is \$2,000, if we provide meals; if we provide limited food \$7,000 with estimate of 250

[Motion: Vote on Annual meeting \(Nina Karnovsky\), Peter Hodum seconds](#)

Pros: members want meeting in Mexico, inexpensive for west coast US, Asia/Pacific/Russia.

Cons: international travel approval

Question: Is there an airport near Ensenada? Answer: No. Fly in to San Diego, or Tijuana.

Planning to arrange for 3-4 buses to take members from San Diego to Ensenada. Driving takes 1.5 hours, public transportation takes up to 4 hours.

There is interest in having conference in Mexico; but we don't want to waste the opportunity; sounds like attendance is not huge, given many people are going to the World Seabird Conference (WSC). Forty people are attending from the US; registration ends at end of May.

Hawaii is of interest to those who want to host a Japanese/Korean Murrelet session.

Both are great options – able to secure the other for the following year? Answer: Yes

Could Yuri Albores Barajas serve as local chair for 2017? Answer: not sure about local chair – we have contacts, so it can be done; 2017 in La Paz is another option.

**Motion: Vote on 2016 Annual Meeting Location (Peter Hodum), Robb Kaler seconds.**

Abstaining: 1, Mexico: 6, Hawaii: 2

**Motion: Approve Mexico to as 2016 meeting location (Robb Kaler), Peter Hodum seconds**

Abstaining: 1, Nays: 2, Ayes: 6

**Action Item: Kathy Kuletz to get annual meeting process going for Yuri Albores Barajas and Nina Karnovsky; thinking about theme/slogan open to suggestions; ways to make ExCo meet.**

**Action Item: Kathy Kuletz and Nina Karnovsky will make announcement about the 2016 meeting on the PSG listserv and website**

#### TREASURER'S REPORT

1) training new bookkeeper – some of RegOnline fees higher; on paper we will go over budget; will need vote/approval to go over approved budget – a few things contribute to this:

a) Ben Haase – website domain up for renewal

b) RegOnline – bookkeeping translation?

c) assurity for board \$800

d) listserv to move to Bluehost

e) buying a banner \$1500 (out of chair's 2K)

f) conf calls, paypal, bank fees (operating cost)

Projecting we will need \$5000 for rest of the fiscal year

Accounting does not have 2015 meeting profit. Operating budget could be increased by \$1-3000.

**Motion: Extend budget another 5K (Nina Karnovsky), Stephanie Avery Gomm seconds**

Ayes: 8

Nays: 0

Let's make sure Doug Forsell is on the next call to finalize the 2015 meeting report and arrange a special call to answer any specific questions

#### PUBLICATIONS COMMITTEE REPORT

Research articles and translations should be taken out; translations shortened to abstracts.

Research articles sent to Marine Ornithology. Keep as complete doc; content should be put on website or other format on a more frequent time frame – quarterly. Need to pay someone to put together publication and manage web content.

Question: isn't it challenging to get submissions in a timely fashion? Answer: Not everything in every issue; whatever is available is rolled up.

Question: do we need to be gracious and delicate about people committed to making translations? Answer: we looked at number of translation published over last 18 years; not a section that we include all that often (4 translations).

Question: is it possible to offer this as an option on website? Answer: with google translate, translations easier

**Action Item: Andrew Titmus and Jane Dolliver will create proposal for paid publications manager in time for June budget; Kathy Kuletz and Jo Smith will work with Andrew Titmus and Jane Dolliver**

Question: the annual regional reports need to have consistent formatting – how are we going to move forward with regional reports? Answer: make fillable form to send out, people fill in

**Action Item: Robb Kaler and Peter Hodum will work up prototype for regional reports**

#### WEB REPLACEMENT

There has been conversation with Rob from Axiom in Anchorage about a new web guru

**Action Item: Jane Dolliver will post job description (when complete) to listserve**

**Action Item: Kathy Kuletz will create proposal and budget for webmaster replacement**

Annette Henry and Lisa Balance could work up job description

Question: is allocating funds on annual basis feasible? Or would require additional fundraising?

Answer: if we assume surplus from annual meeting. We could potentially take funds from extra services, dues to the IUCN or Ornithological Council.

**Action Item: Kathy Kuletz, Christine Ogura and Jenn Ma will look for ways to raise additional revenue.**

#### WORKPLAN

Kathy Kuletz: if you have comments or things to be added, please contact Jane or Kathy

**Action Item: Kathy Kuletz will contact Pat Jodice to make sure he wants to serve**

One comment: Pacific Seabirds Monitoring database items needs to be changed

**Action Item: Robb Kaler will revise workplan, send to Kathy Kuletz as WSU liason**

**Motion: To adjourn (Kathy Kuletz), Nina Karnovsky seconds.**