

Dear PSG Membership:

I'd like to take this opportunity to update you on recent PSG Executive Council (EXCO) activities in response to Ron LeValley's request on February 26 for a leave of absence from the PSG Treasurer and as a member of EXCO. This request was granted.

Monday, February 27, EXCO met in special session via teleconference and took several actions related to Ron's leave of absence. EXCO agreed to the following actions:

1. Appointed Lindsay Young as the interim treasurer for a minimum of one year effective February 27, 2012.
2. Formed a Financial Committee, composed of Lindsay Young, Kenneth Briggs (a current PSG Endowment Fund Trustee), and Kim Rivera, of a term not to exceed six months. The Financial Committee is granted authority to act on EXCO's behalf to take actions, which include but are not limited to: applying for a PSG credit card, obtaining a PO Box for PSG Treasurer activities, and implement tracking of PSG's financial activities using Quickbooks accounting software with the assistance of an accountant. The Financial Committee has authority to spend up to a maximum of \$2,000 for these purposes; if the Committee needs to spend more than that, they will need to consult with EXCO.
3. Opening a new General Fund Account and transferring funds from the previous PSG Account.
4. Lindsay Young (Interim Treasurer) will replace Ron LeValley as a Trustee for the Endowment Fund Account and mechanisms are being put into place that any financial transactions within that account will require the signatures of two Trustees.
5. PSG financial records and other pertinent PSG EXCO-related files will be placed on a password-protected site for access by the appropriate persons.
6. Engage a bookkeeper/accountant for assistance with PSG financial records.
7. Research an appropriate financial audit of PSG financial records.

Of note:

\*\* These latter two activities have been discussed by EXCO for the last several years as a necessary undertaking.

\*\* A new PO Box and a new General Fund Account are being opened in Hawaii for ease of access by our new Interim Treasurer (Lindsay lives in Hawaii).

\*\* Members can still renew their memberships online, uninterrupted. If you choose to renew with a check, please email Lindsay ([Lindsay@pacificrimconservation.com](mailto:Lindsay@pacificrimconservation.com)) or Kim ([kim.rivera@noaa.gov](mailto:kim.rivera@noaa.gov)) for a temporary address until the PO Box is set up.

\*\* Hannah Nevins, PSG's Northern California Regional Representative, volunteered to assist with PSG membership duties. Thank you, Hannah!

Sincerely,

Kim Rivera

PSG Chair

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