Board Members present: Allison Warner (President), Josh Jensen (Program Vice President), Alaine Sommargren (Director at Large Position 2), Barry Southerland (Director at Large Position 3), Keith Nevison (Student Guild Position), Betsy Bermingham (Secretary),

A quorum was not present

I. BOARD ADMINISTRATION

A. Meeting Minutes Approval

1. Allison pointed out one edit to last month’s notes, namely that Hem provided the article that is on the website, Betsy will make this update. Formal approval will occur at the next meeting when a quorum is present.

B. Conference Call Logistics

1. There was a short discussion about conference call logistics; it is not yet clear whether Skype will be a viable option for conference calls.

2. Google + may be an option, Keith volunteered to look into this.

C. Website Help

1. Keith is sure students would be interested in this opportunity; he will just need the advertisement/contract details of the position. Betsy and Jim can draw up a framework of what that help would entail and suggested number of hours to spend on the tasks. The board can put this on the budget agenda for January if Frank is available.

2. Betsy noted that the website will change over to a new platform in concert with the SER website in the next few months. Keith will discuss with a colleague to see how the current platform can be spruced up quickly and cost effectively.

D. Annual budget

1. We will need to check with Frank but the group agreed that a January budget review would be ideal.
II. NEW BUSINESS

A. Membership structure and Member dues – Jim will give an update at the next meeting.

III. OLD BUSINESS

A. Speaker Panel with SERNW-UW Student Guild
   1. A preliminary topic has been selected by the student guild and potential speakers are being sought. Betsy will contact Alex to get more detail on the topic. She can send out another panelist solicitation email to the SERNW members once the topic is nailed down further.
   2. A membership link on the Facebook page was suggested by Alaine, Allison will put this link up on the Facebook page

IV. RECURRING BUSINESS

A. Strategic Planning Group
   1. The newsletter has gone out. Allison noted that the group wants to put out a letter reminding dormant members to renew their membership; she will put the draft letter together. Alaine and Keith volunteered to review the draft letter before it goes out.

B. Grants Guidance Committee
   1. Barry gave an overview on the grants guidance work. The guidance document currently contains seven sections on: objectives, roles of committee, identifying outreach groups, funding approval procedure, eligibility for funding, ranking criteria, feedback mechanism for how money is used and finally matching grant opportunities. Adrien needs to review the draft and Franks review before it is sent to the larger board to review at the next committee meeting in January.

C. Student Guild Update
   An update on all the Student Chapters/Guilds is in the Newsletter
   1. PSU- The student chapter had a groundbreaking for an orchard restoration project. This is a soil remediation project located near a creek and freeway. Keith spoke with a doctoral student that will be studying the monitored natural recovery of the site and mycorrhizal restoration. The guild is putting out an email newsletter, it is sent directly to 80 contacts and forwarded to additional students in the environmental program (hundreds). The group is organizing public forum speakers for the new semester. The next forum topic is on ecosystem services.
   2. UW – Josh discussed the student guild meeting he attended. The student guild would like to see more involvement from the NW Chapter, through members joining meetings, giving talks and such. The student guild is also interested in
any projects that they could collaborate on with NW chapter members, they are also wondering if funding is available for the upcoming conference.

D. **2012 Beyond Borders Conference**

Josh gave an overview of conference preparation work.

1. There was a conference chair meeting between the various organizations. Highlights are that everything is rolling along, and the website is getting set up to accept abstracts and registration.

2. A site visit is scheduled for Jan 7 or 14, Josh will attend

3. Alaine gave an update on the funding work; she did get a good round of updates from folks and overall very positive feedback. She expects to be revisiting funders and getting paperwork in during the first few months of 2012. Alaine also noted that the overall fundraising head is now on-board and a committee conference call is coming up.

4. Allison gave an update on the arrangements committee. She noted that we need a banquet speaker; if board members have a suggestion please contact Allison. Keith can check with a contact at PSU to be a keynote speaker or to suggest some local contacts that might be interested.

V. **NEXT MEETING**

A. The next board meeting is scheduled for JANUARY 17th, 6-7pm

VI. **ACTION ITEMS**

A. Betsy will update the November meeting notes based on Allison’s edit.

B. Keith will look into Google+ as an option for upcoming conference calls.

C. Jim and Betsy will discuss the tasks that a student intern could take on, and anticipated time needed for updating the chapter website.

D. If possible, Frank will give a finance update at the next meeting.

E. Betsy will check in with Alex regarding the panel discussion topic.

F. Allison will put together a membership renewal reminder letter, Alaine and Keith will help with the review.