

Southwest Chapter SER Board of Directors Meeting, Tucson, Arizona

December 8, 2015

Attendees: Laura Norman (LN), President; Carianne Campbell (CC), Vice President; Kathryn Thomas (KT), Secretary; Victoria Stubbs (VS), Treasurer; Conor Flynn (CF), NM Representative (phone); Matthew Grabau (MG), Representative at Large (phone); at Jason Eckberg (JE), So Nevada Rep (phone); Travis Bean (TB), So California Rep (phone); Ali Kutchner (AK), conference intern

Action items:

LN: draft next SWSER newsletter, send out doodle to plan for next Board meetings, contact Texas SER regarding their standing committees

CC: will put next SWSER newsletter into Constant Contact for chapter mailing, organize 2016 conference committee meetings

KT: circulate Board of directors position descriptions, compile comments for additional Board vetting, call Steve Warren to confirm he is no longer participating in the Board, call SERCAL administrative offices to verify relationship between SER and SERCAL

VS: resolve outstanding conference charges and potential donations

2016 conference committee: CC (current chair), LN, KAT, VS, TB, JE & CF

Financial report:

VS handed out a 'Statement of Assets & Liabilities' and a 'Statement of Activities by Program'. The November annual conference had \$40,357.29 in revenues and \$30,081.13 in expenses, with a net income of \$10,276.16. The net conference income may increase by up to \$450 pending resolution of a disputed charge for Double Tree catering.

SW SER has current assets of \$13,080.16, including net income from the conference. Chapter assets may increase by \$1000 pending receipt of an addition pledge.

Gifts of appreciation were presented to CC and AK for their hard work on conference.

Conference review:

AK handed out a conference summary that had been forwarded to national SER for inclusion in their newsletter. This summary could also be included in the next SW SER newsletter. LN indicated she would draft text for a 'happy-next-year' chapter newsletter.

CC handed out a summary of responses of the SWSER post-conference online evaluation and notes compiled from the conference committee. The Board spent some time reviewing the summary. All 41 responders thought the conference was either excellent or good. A reminder will be sent out to encourage additional response to the online post-conference survey.

Some attendees registered as members but were not on the chapter member list; however, they may be a SER member only. It would be helpful at the next conference to determine beforehand which non-members registering as members had SER membership only.

CC is initiating planning for next year's conference. She asked for interest among the Board to participate in 2016 conference committee. Those responding yes include: LN, KAT, VS, TB, JE, and CF. Steve Plath, not attending, may also wish to join committee.

Board of Directors meetings and duties:

KT presented a short history of the current Board of Directors position description. It was drawn mainly from national SER and Texas SER materials and was created for circulation prior to the first SWSER election. VS had indicated some revisions for the secretary position. In preparation for next election cycle, Board members will review and comment on the position descriptions. Comments should be sent to KT for compilation prior to final vetting by entire Board.

LN reminded the Board that an end-of-year report will be due shortly. VS indicated the report is usually due no later than March. Board will wait for a reminder from national SER.

CC suggested the Board have a regular, either quarterly or bimonthly, meeting schedule and that meetings be scheduled in advance. LN will send out a doodle to set dates for future meetings. (Post meeting note: Bylaws state that the Board shall meet at least four times per calendar year, preferably on a quarterly basis.)

Steve Warren, representative from SW Utah has not been responsive to e-mails and has participated in only one Board/conference meeting. Al Kisner of Utah was suggested as an alternate (alkisnerforthewild@gmail.com). The Board verbally agreed to Al joining the Board (no tally of votes taken); however, KT suggested that a phone call be made to Steve Warren to confirm his lack of further participation.

The Board discussed SERCAL and its affiliation with SER. Group believed it is not affiliated with SER. (Post-meeting note: the SERCAL administrative director is located in Tucson, KT will call to verify if SERCAL and SER are affiliated).

The Board discussed standing committees and Board representation. Clarification was made that chapter members did not need to be Board members to be on a standing committee. KT read from appendix B of the chapter by-laws the list of possible standing committees:

Standing Board Committees: Elections (Ad-hoc for last election KT & VS), Executive (LN, CC, KT, and VS), Planning

Standing Operations Committees: Awards, Nominations, Conference, Education, Environmental Ethics/Policy, Fundraising, Membership, Newsletter, Training, Website (JE)

LN indicated she will contact the Texas SER to investigate what standing committees they maintain.

Well wishes were extended to AK for her imminent graduation from Prescott College with a Bachelor's degree in Environmental Science and moving to St. Augustine to work with an exotic wildlife rescue reserve.