

MINUTES OF THE PSG EXECUTIVE COUNCIL MEETING
19 January Conference Call 3:00-4:15 (Pacific Standard Time)
Approved 6 February 2017

Present: Kyra Mills-Parker (Chair Elect), Stephanie Avery-Gomm (Canada Representative), Jane Dolliver (Secretary), Nina Karnovsky (Chair), Yuri Albores-Barajas (S California/Latin America/Hawaii Regional Representative), Martin Renner (Treasurer), Chris Tyson (Student Representative), Kuniko Otsuki (Asia/Oceania Regional Representative), Stan Senner (Vice Chair for Conservation), Kathy Kuletz (Past Chair) [10].

Absent: Ross Wanless (Europe/Africa Regional Representative), Samantha Richman (E Coast US Regional Representative), Anna Weinstein (Northern California Representative), Robb Kaler (Alaska/Russia Regional Representative), Peter Hodum (Washington/Oregon Representative) [5].

1. ROLL CALL AND REVIEW AGENDA

Motion to accept the 19 Jan 2017 agenda with 2 minor edits to item 4 (now 4a-4k), moved by Nina, Stephanie seconds.

Abstentions: 0, Nays: 0, Yays: 10, motion passed unanimously.

2. MEETING MINUTES 16 DEC 2016

Motion to approve the 16 December 2016 minutes with Kathy's edits moved by Martin, Kyra seconds.

Abstentions: 0, Nays: 0, Yays: 10 motion passed unanimously.

3. ELECTIONS RESULTS AND CANADA REPRESENTATIVE

High turnout – 54.4%. There was a tie for the Canada Regional Representative. The PSG bylaws state ExCo needs to decide the tie. The Elections Coordinator contacted both candidates. Candidate one offered that candidate two would have more time and candidate one did not want to participate in a potential run-off.

Motion to accept Trudy Chatwin as the Canada Representative for ExCo 2017-2019 moved by Stan, Kathy seconds.

Abstentions: 0, Nays: 0, Yays: 10 motion passed unanimously.

Comment: PSG Bylaws state that ExCo makes the decision, but the Elections Committee was concerned ExCo was less knowledgeable about the two tied candidates than PSG members from Canada.

Question: Should we revise bylaws to allow for the option of a run-off? Ans: yes, consider a revision.

Nina and Kathy will add "Bylaws revision" to the 22 Feb 2017 ExCo meeting agenda

4A 2017 LOCAL COMMITTEE UPDATE

Scott P. will be taking locochair[at]pacificseabirdgroup[dot]org emails. Registrations are well over 250. All rooms at Hotel Murano block are filled, which means PSG earned 10 free nights, which will be given to the awardees. Fundraising is going well – a few more coming in. One vendor wanted to host a lunch, but they will now host an evening session on how to use and program their devices and provide food and drinks just before the poster session in addition to a donation. Justine has tentative selections for all food at breaks/meals. A Twitter hashtag was developed for the meeting. There will be an announcement about the hashtag and proper etiquette lined out. If a presenter does not want audience members tweeting about their presentation, they can put a "no-tweeting" logo on their presentation. Sponsor logos have been updated on the website. Kyra and the LOCO are working via "box" on the scientific program.

Question: Do we want the program as an app? Kyra investigated and companies can do this for \$800-1000. This would be a one-time app for 2017. Ans: One advantage to having an app is to deal with last-minute changes. If an app makes this easier, then yes. If the app is static, then it is not worth it.

Question: Can we create modifications up and through the conference? Ans: unknown.

Kyra will look into how many changes and how often the app could be updated and at what cost.

Question: Can we find an alternative to RegOnline for people to submit abstracts?

ExCo will send Nina online registration tools that have worked for other societies/conferences.

Comment: What would we get with an app that we would not get with a webpage? Changes will still need to be announced because people will not constantly check the app.

Comment: Does the app have a "there's been a change" alert? Conference apps allow you to select the talks you want to see and it sets up a schedule with talk locations.

Comment: Another benefit is that the app is designed for the space on your phone.

Question: How much does printing the paper program cost? Ans: Unknown. LOCO was going to check with printing at the university vs. FedEx/Kinkos.

Local Committee will get printing quotes for PSG 2017 program.

Comment: There will be a paper program for PSG 2017.

Question: The decision about the app is a local committee decision? Ans: Yes, provided it does not change the financial outcome of the meeting.

Jane will send Scott how many people wanted to use a conference app.

4B CODE OF CONDUCT

Code of Conduct (CoC) is being entered into Survey Monkey. It is almost ready for PSG member review/comment.

Question: If the CoC resulted in membership termination and then litigation, do ExCo members know of lawyers who could look over the document? Would we want to do that? Ans: seeking legal counsel seems prudent. Craig Harrison is a reasonable choice, and a starting point.

Comment: It would not hurt to ask, but no matter what we do, there is no protection from a lawsuit. The time that we would want legal advice is if this situation arises.

Comment: We should probably be more preventative. The one advantage of seeking counsel is not providing any grounds for litigation that could be avoided with wording.

Comment: This can't hurt. We should ask other organizations about how they have sought legal advice.

Comment: One question for Steve Beissinger/AOS is whether they consulted an attorney on their CoC.

Stan will ask Steve about legal counsel and the process of adopting the AOS CoC.

4C 2017 PSG SCIENTIFIC PROGRAM

133 confirmed talks (2, half-day special paper sessions, 3 full-day sessions, 1 full-day symposium + 10 general sessions). 52 posters. Working on general schedule, then filling in specific talks. 260 registrations so far.

4D 2017 STUDENT MENTOR SESSION

The 2017 session will start with a "speed dating" portion, with mentors grouped by job sector. Students would spend about 10 minutes with each group (first half of session). The rest of the session would be informal conversation for students to follow up with mentors. The student representative sent an email to a preliminary list of 14 mentors, asking for their bio to share with students, and possibly online. There are an additional 46 people that agreed to be mentors (not yet contacted). Originally the thought was to have mentors in groups of 3-4, but that leaves too many groups for the students to talk to.

Question: Make the time with groups a lot shorter? Ans: 20 groups of 3 (=60 people), 3 min each.

Question: What is the ratio, students-to-mentors? Ans: Unknown how many students are interested.

Lindsay will send Chris the list of students that are registered for PSG.

Jane will send Chris the ECS session list.

Chris will send a mentor session update and give bios of the mentors to students

4E 2017 ECS Session

6 panelists confirmed across PSG sectors (NGO, government, academia-small, academia-large, consulting/self-employed) and across PSG's regions. Format will be audience-derived questions, with the PSG Chair as moderator.

Question: are students allowed to attend the session? Ans: yes.

4F TRAVEL AWARDS AND LAA AND SAA AWARDS

Travel awards: 4 non-U.S., non-Canadian scientists (from Norway, Chile, Malaysia, France) \$2000 in total (500 each). Eight students were offered awards (from Canada U.S. and New Zealand), of those, 6 accepted, \$3000 in total (approx. \$500 each).

LAA awardee Dee Boersma accepted the award and will give plenary. LAA awardee Sarah Wanless will not attend; Bill Sydeman will be accepting the award and giving the acceptance speech. SAA awardee Marty Raphael will be attending and accepting the award.

Question: What about the trophies? Ans: wording on the trophies is too long.

Kathy will re-circulate wording to go on the crystal trophies

4G PSG 2018 MEETING

Question: Can the conference be at the university instead of the conference center? This is for 2 reasons 1) increase number of students able to attend and participate in the conference 2) the conference center is government-owned, and they are in the middle of leasing negotiations, so they won't be able to finalize a venue budget until May 2017. Is this too late? The university has three large auditoriums (100 seats, 50 meters between buildings to move between sessions).

Question: Besides the banquet, would people have to go back and forth into town? Ans: Yes, but transportation would be provided. The convention center is also outside of the city (10-12K). The university is closer than the convention center, but it does not have the benefit of a nice ocean view. This is great opportunity to create awareness about seabird work amongst the students.

Question: Would a bus go back and forth frequently? Ans: Yes. Bus in the morning, mid-day and evening but vans going back-and-forth throughout during the day.

Question: There is no other hotel big enough to accommodate PSG? Ans: Yes, but the rooms are old.

Question: Where was the Waterbirds Society meeting in Nov 2014? At a hotel in the city center, but it doesn't not have large enough rooms (conference space for 100, 40, and no third room).

Question: The 2018 LOCO has found a local artist to design the PSG logo. Is it possible to pay for the logo? Ans: we can allocate funds.

Question: Does PSG need exclusive use of the logo? (there is difference in price) Ans: we do not know.

Nina find out from 2017 LOCO how logo was made and whether PSG needs exclusive use of the logo.

Question: Are there any restrictions regarding sponsors? (there is a local brewery) Ans: No, not that we are aware of.

Question: Mexico might sponsor PSG 2018 at 10-15K? Ans: Yes, awaiting response. Also awaiting response from the state government (cash or in-kind).

4H PACIFIC SEABIRDS v43

PS v43 is in the final editing stages, almost available on the website (early next week)

Jenn will send Mesha's final invoice to Kathy and Martin

Question: Are the requested changes still do-able within the budget? Ans: probably, will double check. Jenn will need Mesha's help with these edits (no access to program).

4I WORLD SEABIRD TWITTER CONFERENCE 3, #WSTC3

PSG Presented at #WSTC2, 2 million viewers, 75 researchers presented. PSG needs something to say for #WSTC3.

Question: What are the PSG 2016-2017 highlights? Ans: 1) we've weighed in on some conservation issues (Marbled Murrelets), 2) LAA/SAA awardees 3) announce best poster/presentation from PSG 2017 4) announce the next meeting

Question: Are the PSG Conservation Letters online? Ans: Yes.

Stan will send Stephanie the PSG Conservation Letters, 2016-2017

Question: Can Stephanie give older members a crash course on how to use Twitter? Ans: Yes.

Question: Can we do it for the ExCo meeting on Wed 2/22? Ans: Yes.

4J 2017-2018 PSG VOLUNTEER OPPORTUNITIES

Each year, the ExCo gets asked about volunteer opportunities at the annual meeting. Current list includes: 1) assist w/ expanding Instagram account 2) membership relations coordinator 3) assistant editor of Pacific Seabirds 4) website update coordinator 5) early career scientist event planner 6) PSG conference poster project coordinator.

Question: Are there other volunteer opportunities? Ans: PSG 2018 scientific program assistant.

4K PSG HANDBOOK UPDATE

Question: Should the regional representative duties include participating in monthly ExCo calls? Ans: Yes, that is the expectation and it should be explicit.

Question: Should the regional representative duties include assisting the LOCO as needed? Ans: Yes

Jane will send the Chairs seven question about the annual meeting.

Question: how can the Handbook be more readable/searchable? Ans: No response.

Comment: Set it up in simple HTML on the website.

Comment: Previous ExCo members argued about the language in the Handbook. Aim to make the parts more accessible (more headers, better index) instead of shortening it.

Motion to adjourn moved by Stan, Stephanie seconds.

Abstentions: 0, Nays: 0, Yays: 10, motion passed unanimously.

AGENDA

3:00 - Roll call & review agenda (Jane)

3:05 - Approve minutes 16 December 2016* (Jane) Report #1

3:10 - Elections results and Canada representative (Alan/Jane/Nina) Report #2a, 2b

3:20 - Updates

- a. 2017 Annual Meeting Local Committee Update (Scott)
- b. 2017 Annual Meeting Scientific Program Update (Kyra)
- c. 2017 Student Mentor Session (Chris)
- d. 2017 ECS Session (Jane)
- e. LAA/SAA awards and travel awards updates (Kathy)
- f. 2018 Annual Meeting location (Yuri)
- g. 4 highlights, 2016-2017 for #WSTC3 (Stephanie)
- h. 2017-2018 volunteering opportunities (Jane)
- i. Handbook update (Jane) Report #3

4:15 - Summary of action items (incl. reports due 1/25) and adjourn