

MINUTES OF THE PSG EXECUTIVE COUNCIL MEETING

6 November 2017 Conference Call

1:00-2:30pm (Pacific Daylight Time – UTC-7)

Amended and approved 19 December 2017

Present: Kyra Mills-Parker (Chair), Nina Karnovsky (Past Chair), Jane Dolliver (Secretary), Adrian Gall (Chair-Elect), Andre Raine (S. California, Latin America, Hawaii Regional Representative), Chris Tyson (Student Representative), Robb Kaler (Alaska/Russia Regional Representative), Samantha Richman (E Coast Us Regional Representative), Trudy Chatwin (Canada Regional Representative) [9]

Absent: Anna Weinstein (Northern California Regional Representative), Peter Hodum (Washington/Oregon Regional Representative), Mark Rauzon (Vice Chair for Conservation), Ross Wanless (Europe/Africa Regional Representative), Martin Renner (Treasurer), Kuniko Otsuki (Asia/Oceania Regional Representative) [6].

Others present: Laura Bliss, Instagram Coordinator [1]

1. ROLL CALL AND REVIEW AGENDA

Motion to begin discussion of the 10 Oct 2017 agenda moved by Nina, Jane seconds.

Items 3, 4 and 5 need a star to designate a voting item

Add item 6g, Treasurer's update

Motion to approve the 10 Oct 17 agenda with changes moved by Adrian, Nina seconds.

Abstentions: 0, Nays: 0, Yays: 9, motion passed unanimously.

2. APPROVE MEETING MINUTES 10 OCT 17

Motion to begin discussion of the meeting minutes for 10 Oct 17 moved by Trudy, Nina seconds.

Motion to approve the 10 Oct 17 minutes moved by, Jane, Nina seconds

Abstentions: 0, Nays: 0, Yays: 9, motion passed unanimously.

3. APPROVE PSG 2019 MEETING LOCATION

Motion to begin discussion of the PSG 2019 meeting location moved by Trudy, Andre seconds.

Comment: this may seem early, but the sooner the better to begin planning.

In 2001, PSG met here. There are facilities to host 300 attendees, and a great network of people who could be part of the Local Committee. We realize this is a big undertaking, and need to make sure that we can garner enough support and a large enough local committee.

Q: Are people listed on the application confirmed? Ans: No, this is a list of people who might be willing to assist. Have not reached out to all these people. Our success is dependent on how many of these people we can bring on board. Only a few of these people have been contracted, two have expressed interest. This proposal was submitted just 2-3 weeks ago.

Q: Do any hotels have adjacent, low-cost lodging (i.e., affordable to students) Ans: one facility near airport has adjacent condos.

Comment: Virtually every hotel along the coast is implicated in light pollution. Some will be participating in the Seabird HCP (denotes interest in supply conservation mitigation measures). We will not be reaching out to hotels involved with seabird litigation.

Q: When would we know they are signed on to participate in the HCP? Ans: we already have a good idea of who is planning to participate. They have been involved in the process of forming the HCP. By Feb 2019, the HCP is will likely be public information. We can confirm that with the facilities beforehand re: HCP involvement. The Utility has not put out its HCP.

Comment: That would be really important. It might be important to them if PSG says one of the reasons they were chosen is because they signed on to the HCP.

Comment: There are two hostels in Kapaa, along the bus route. We can also arrange for people to stay with the Local Committee.

Comment: Potential members of the LOCO need employer approval to move forward. Potential LOCO should be contacted to secure their commitment and time.

Comment: We have the option not to host a meeting in 2018.

Comment: The proposal for Juneau, AK had firm commitments by proposed LOCO. Timeline to propose a location is on-target.

Comment: There is no requirement for the meeting to be in the “core”

Andre will help proposed LOCO with: 1) securing local support 2) student housing options 3) finding hotels who have signed on to the current HCP.

Comment: There are no guarantees hotels will sign on to the HCP – they have just signed on to being part of the process.

Comment: Note this application is being submitted as an individual, not as organization. If there are conflicts of interest, those people should not formally be on the LOCO. The LOCO is not responsible for the content of the meeting, just the logistics (i.e., field trips, merchandise, food).

Comment: State of Hawaii would be interested, but need to approach.

[Motion to table the discussion of the PSG 2019 meeting location moved by Jane, Andre seconds.](#)

[Abstentions: 0, Nays: 0, Yays: 9, motion passed unanimously.](#)

4. APPROVE PURCHASE OF NAMETAG RIBBONS

[Motion to begin discussion of the purchase of nametag ribbons moved by Jane, Trudy seconds](#)

Comment: Remove travel awardee ribbon as an option.

Comment: I agree.

Comment: Purchase of these ribbons requires horizontal name tags and not re-using nametags from PSG 2017.

Q: Wasn't this the reason for purchasing nicer nametags in 2017? Ans: PSG 2017 nametags received a lot of complaints (e.g., hard to read, too low, logo not visible on back, hung with information facing attendee, etc).

Comment: Print nametags on different colors of cardstock to save \$350.00.

Comment: I agree we should have horizontal nametags and print on both sides
Comment: Avery brand nametags come in different colors, and a simple logo prints well.
Q: Who is in charge of printing nametags? Ans: Local committee.
Comment: Unlike ribbons, nametag colors permits people from identifying with multiple groups (e.g., life member of EXCO).
Comment: Cvent has the capability of sorting attendees and printing Avery-brand tags.
Comment: Have a printer on site if you need to re-print a nametag.
Motion to approve the purchase of nametag ribbons moved by Nina, Sam seconds.
Abstentions: 1, Nays: 8, Yays: 0, motion not passed

Motion print nametags in different colors of cardstock, without travel awardee designations moved by Trudy, Nina seconds.
Abstentions: 0, Nays: 0, Yays: 9, motion passed unanimously.
Jane will contact Justine about making this happen.

5. APPROVE VOGT MANUSCRIPT AS A TECHNICAL PUBLICATION

Motion to begin discussion of publishing the Vogt manuscript as a PSG technical publication moved by Jane, Nina seconds.

The proposal requests PSG re-publish the manuscript, translated from Spanish. It was proposed to Marine Ornithology, but is too large for inclusion (179 pages). David is willing to pay page charges for publication. A pdf would be available for free on the PSG website.

Q: For technical reports there is usually some effort to get funding? Ans: David is willing to front costs.

Comment: David wants to supply hard copies – see page 2. PSG needs to know how many and how much they would cost.

Q: How will interested people request hard copies? They will write to David? Who will pay for international shipping? Ans: unknown.

Jane will send David an email with these questions.

Motion to table discussion of the Vogt Manuscript as a PSG Technical Publication moved by Trudy, Robb seconds.

Abstentions: 0, Nays: 0, Yays: 9, motion passed unanimously.

6a. PSG 2018 Annual Meeting

There is no news on the Packard grant, but that should arrive shortly – end of October or early November. The Local Committee is surprised to see so few applications for travel awards from Latin America. Personal emails have been sent to request people submit abstracts and apply.

Comment: The tern session is giving out additional travel funds.

Comment: There are have been 13 unique travel requests so far.

Committee meetings, poster session, beach session all booked. Every conference attendee will get a conference bag, program, usb key with abstract book and a mug. T-shirts will be sold, LOCO plans to purchase 100-150. Attendees can use mugs or donate

them to the community. Design drafts of the buff, aluminum water bottle, tech t-shirt are coming.

Jane will ask Nathalie about how many t-shirts to order, and how they handled the request to host the Wildlife Acoustics workshop.

The room block at Hotel Perla is sold out. Some people have not sent their credit card details, so the LOCO is getting that info over skype.

Jane will contact Justine about helping the LOCO with this.

The second room block at Hotel Seven Crown is filling up quickly.

The LOCO will try to get additional room blocks.

Q: What is the status of interpreters? Ans: the LOCO will receive an update today at 5pm. The University requires all transactions take place on paper and the LOCO is still waiting for a reply from their request.

Q: Has Justine been involved in the planning so far? Ans: No, not recently.

6b. ELECTIONS COMMITTEE

EXCO will send Katie (Elections Committee Chair) additional suggestions for Chair-Elect by Friday, 10 November.

Adrian will get in touch with Katie regarding potential candidates for Chair-Elect

EXCO members up for re-election (Treasurer, Student Representative, Asia/Oceania Regional Representative, Alaska/Russia Regional Representative, Europe/Africa Regional Representative, Northern California Regional Representative need to let Katie (elections@pacificseabirdgroup.org) know their intentions by Friday, 10 November.

6c. PSG 2018 SCIENTIFIC PROGRAM

So far: 24 registrants, 4 guests. 26 abstracts, received 13 travel award applications (10 travel award requests from students).

6d. PSG 2018 AWARDS COMMITTEE

When the committee meets to decide, part of the decision relies on how much funding is available.

Q: How much money has the challenge grant received so far? Ans: \$150 in-hand, and one attendee pledged 3,000.

6e. MARCH FOR THE OCEAN

38 organizations have their logos listed as partners.

Q: Does PSG want to be listed? Ans: unknown

Q: Does PSG want to promote this on social media/website? Ans: Yes, like March for Science, as an optional event.

6f. COMMUNICATIONS COMMITTEE

Here is a very brief update on recent activities of the Communications Committee. Many thanks for the dedication and hard work from the volunteer

committee members. <https://pacificseabirdgroup.org/psg-committees/communications-committee/>

- i. PSG website - updated with 2018 PSG Annual Meeting information and day-to-day coordination with Adrian and Yuri for Cvent and annual meeting info; regular review and/or updates on other pages to keep them current
- ii. PSG Listserv + monthly seabird papers - see Policies and Procedures; publications compiled every month (Verena) and posted to the PSG website.
- iii. PSG social media - postings associated with annual meeting; obtaining permission from photographers to use photos from the website refresh for social media; regular postings on seabird content and items of interest. PSG 2018 meeting hashtag created #PSG2018.
- iv. PSG Publications - Regional Reports are being submitted by members for next issue of PS; see MO
- v. PSG Code of Conduct ad-Hoc Committee – One Committee member is contacting a lawyer for legal review of Code of Conduct
- vi. PSG Policies and Procedures – The Committee Coordinator has revised the PSG Listserv Terms of Use based on EXCO comments in Sept, and will send it to Verena for final review. The Coordinator is currently reviewing of the new PSG Membership Policy.
- vii. Marine Ornithology - Proposal submitted to EXCO for a new PSG Technical Report, sponsored by Dave Duffy – MO has decided not to publish the 179-page report. Please let the Communications Committee Chair know if you have any questions, or there is a missing a “to do” item from the 2017-2018 workplan for Communications Committee.

6g. TREASURER

The Treasurer is at-sea until 15 Dec 2017, with very limited connectivity (5min/day). The Chair Elect has e-access to bank accounts and Paypal. The Treasurer Assistant has access to Quickbooks. Some purchases in bank records are not accounted for in Quickbooks. The Chair-Elect can't transfer funds without the use of the Treasurer's phone and cell phone. Via this route, the transfer to Hamza is complete. If not, the Chair Elect could deliver funds and ask PSG for reimbursement.

[Motion to adjourn moved by Trudy, Robb seconds.](#)

[Abstentions: 0, Nays: 0, Yays: 9, motion passed unanimously.](#)

AGENDA (* indicates voting item)

1. Roll call & review agenda
2. Approve meeting minutes 10 October 17*
3. Approve PSG 2019 location*
4. Approve purchase of PSG 2018 nametag ribbons*
5. Approve Vogt MS as PSG Technical publication*
6. Updates
 - 6a. PSG 2018 Annual Meeting
 - 6b. Elections Committee

- 6c. PSG 2018 Scientific Program
- 6d. PSG 2018 Awards Committee
- 6e. March for the Ocean
- 6f. Treasurer
- 7. Action items and adjourn