

MINUTES OF THE PSG EXECUTIVE COUNCIL MEETING

19 December 2017 Conference Call
9:00-10:30am (Pacific Standard Time – UTC-8)
Amended and approved 21 February 2018

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

Absent: Samantha Richman (E Coast Us Regional Representative), Anna Weinstein (Northern California Regional Representative), Peter Hodum (Washington/Oregon Regional Representative), Ross Wanless (Europe/Africa Regional Representative), Martin Renner (Treasurer), Kuniko Otsuki (Asia/Oceania Regional Representative) [6].

Others present: Joanna Smith (Communications Coordinator), Jessi Halman Behnke (Member), Louise Blight (Managing Editor, Marine Ornithology) [3]

1. ROLL CALL AND REVIEW AGENDA

Motion to begin discussion of the 19 Dec 2017 agenda moved by Jane, Nina seconds.

Motion to approve the 19 Dec 17 agenda moved by Jane, Nina seconds.

Abstentions: 0, Nays: 0, Yays: 8, motion passed unanimously.

2. APPROVE MEETING MINUTES 6 NOV 17, 20 NOV 17

Motion to begin discussion of the 6 Nov 17 minutes moved by Jane, Nina seconds.

Version two incorporates changes made by Chair-Elect

Motion to approve the 6 Nov 17 minutes moved by, Jane, Nina seconds

Abstentions: 0, Nays: 0, Yays: 8, motion passed unanimously.

Motion to begin discussion of the 20 Nov 17 minutes moved by Jane, Trudy seconds.

Motion to approve the 20 Nov 17 minutes moved by, Jane, Nina seconds

Abstentions: 0, Nays: 0, Yays: 8, motion passed unanimously.

3. APPROVE PSG 2019 MEETING LOCATION

Motion to begin discussion of the PSG 2019 meeting location, report #1 moved by Jane, Andre seconds.

The update from 20 Nov includes: five conference hosting facilities researched. We've confirmed that Kauai Beach Resort is likely the best option: best rental rates, best room rates, and A/V available. A couple options in Princeville are more expensive (especially room rates), but the location is very nice, and there are a lot of affordable condos nearby. No matter the conference facility, the National Tropical Biological Garden has offered to potentially house students on the south shore, the same discount for housing offered to attendees of the recent IUCN meeting on Kauai (30 minutes from Kauai Beach

Resort). The Sheraton was removed as a facility, citing conservation conflict of interest issues. St. Regis Princeville has one of the best conservation records – they are aware of seabird conservation and proud of their involvement in planning and mitigation. St. Regis is the biggest and classiest venue on the island, like Turtle Bay. Kauai Beach Resort is same facility where PSG was held in 2001. Members agreeing to be part of the Local Committee include 17 locals and conservationists. There are a lot of good ideas being shared, coupled with enthusiasm and excitement to host.

Q: The people on the list are agreeing to provide some level of volunteer assistance?

Ans: Yes, Jessi has confirmed with 15, Andre with 2. They have all offered roles that they are able to take on. One person from DFW agreed to be heavily involved.

Q: Can we have plastics in the environment as a theme? Ans: Mr. Johnson is quite keen on that issue. This may facilitate global attendance and importance.

Q: What are the dates? If dates shift, are more venues available? Ans: No, not necessarily. The inquiry to venues was general, Feb to March, cost is the limiting factor for the hosting venue, with the exception of the Kauai Marriott, which is not available to host a conference that large except Jan 8-13.

Comment: Luana can help with negotiations, can start contract early.

[Approve Kauai as the PSG 2019 meeting location moved by Jane, Nina seconds.](#)

[Abstentions: 0, Nays: 0, Yays: 8, motion passed unanimously.](#)

[Nina will get in touch with Jessi about this vote and next steps](#)

4. PSG MEMBERSHIP POLICY

[Motion to begin discussion of the PSG membership policy moved by Jane, Nina seconds](#)

The goal of this policy is to a) protect PSG members' contact information b) establish a process for requesting and approving request for PSG members' contact information.

Q: What types of information does PSG collect? Ans: name, mailing address, email address, employer, position, membership type, length of membership, region.

[Motion to approve the PSG membership policy, allowing for minor revisions by the Communications Committee Coordinator moved by Jane, Nina seconds.](#)

[Abstentions: 1, Nays: 8, Yays: 8, motion passed unanimously.](#)

5a. UPDATE FROM MARINE ORNITHOLOGY (MO)

Most urgent issue is MO's finances. The second issue is creating an editorial committee to make sure the journal keeps up with the editing and submission workload. MO is requesting the PSG ExCo take steps to form an editorial committee (including some of the Communications Committee, or an entirely new set of people) to share the workload.

Comment: This is a lot of work for one Managing Editor (ME).

Comment: The journal is doing well right now, but unexpected bills could erase current savings.

Comment: The PSG Communications Committee can't take on these duties.

Carolyn, and Gabriela, who is Portuguese and also speaks Spanish. The other is retained. They are both paid (per-word basis).

Comment: It would be good to for MO to have a clear role on ExCo and make this link clear. We need to show clearly that MO is a project of PSG, and it is on the website. If you look at other similar journal models, they all have an editorial committee.

Comment: MO is already on the website, and has a seat on the Communications Committee, and MO is in the handbook. Something that should also be fulfilled: PSG still does not have an annual meeting committee (unsure where this would sit). MO committee would sit under the PSG Communications Committee. Using Waterbirds model would be great and could act to elevate the journal.

Comment: Originally, it was too difficult for PSG to have all MO transactions run through PSG's paypal (and it was) but now MO needs assistance so this does not fall on the ME.

Comment: The way paypal is set up right now – set up to take 3 types of donations – it is not that hard to split out. All transactions come with description – this is how we separate student travel from Conservation grants from General fund donations. The nice thing about to having a separate account for MO is that the ME has separate access.

Martin and Adrian will talk with Louise re: how PSG finances are managed through paypal

Comment: We can link the PSG account directly to MO's paypal

Q: How much money is in MO's account, currently? Ans: approx. 15K.

Comment: The ME can't ask the Treasurer every time MO needs money.

Comment: That won't work – MO has a payroll with deadlines.

Kyra, Jane and Jo will continue this conversation re: PSG helping form editorial committee for MO

Louise will send follow-up note to Jane

5b. PSG 2018 ANNUAL MEETING

Two changes: 1) Venue: There has been a change in PSG 2019. Hotel Araiza is new venue, closer to the city center. 2) Scientific Program: 213 abstracts were reviewed. 10-15 abstracts not currently in the schedule - proposed oral presentations.

Q: How many poster abstracts? Ans: 45

Q: So 160 talks? Ans: Yes

Comments This is many fewer than past meetings.

Comment: On the schedule we also have: 1) hot topics roundtable (1.5 hours), 2) drone workshop (2.5 hours) 3) seascribe workshop (1.5 hours, moved to lunch), and 4) five plenary speakers.

Comment: In Alaska, there was a plenary at the banquet

Q: What about lightning talks? Ans: maybe

Comment: If there are some talks more suitable for poster, send email to them to see if they would mind switching.

Comment: There are not enough minutes in 3 days to make it happen.

Q: Can some sessions go later in the day? Ans: Thursday and Saturday go until 5:30pm.

Q: Can we put drone workshop outside of programming time? Ans: Yes.

3. Cvent: The abstract management module was not ready. Cvent is returning PSG's money. The scheduling feature is currently not working. The payment system does not take American Express. There are 2-3 people who have had difficulty paying.

4. Interpretation: Ruth Smith (coming from San Diego), and Ruth (Tijuana). They are confirmed. Figuring out the contracting in 2018.

Q: Did we agree to arrange travel? Ans: Possibly for the Ruth from Tijuana.

Comment: Translators should work with Yuri to arrange travel, if needed.

5. Exhibitors: One exhibitor wants to give a talk. Is this okay? Ans: No, they have to register if they are giving a talk.

6. LAA and SAA Awards: How are the awards being awarded? Ans: We are giving all of the awards at a dinner party on Friday, beginning after the student mentor session. All are awardees, families, and colleagues are attending.

5c. PSG 2018 SILENT AUCTION AND MENTOR SESSION

1. Silent auction – starting Thursday morning, running to Saturday early, with enough time to finalize bids. Location is still to-be-confirmed.

Chris will confirm location with Yuri for posting on website.

We have received a couple donations for the silent auction, more will trickle in. Most items come in at the conference.

Chris will send a reminder this week to keep PSG Silent Auction in mind.

2. Student mentor session – location is aquatic park/beach party location, 5-6:30pm. Several mentees and one mentor who have filled out the form.

Chris will send out email for people to sign up as mentors.

Chris will follow up with Yuri on how photos fit in with silent auction

Yuri attended a conference where photography part of the auction was shown on projectors during coffee breaks.

Q: I have 12:15pm on Saturday for the closing of the silent auction – ok? Ans: Yes

Kyra will put out end-of-year message to group, “State of PSG,” to tell people about the Packard grant, how people responded to call for donations, put out the call for silent auction donations.

Chris will let ExCo know if he needs help with Student Rep duties at PSG 2019.

5d. ELECTIONS COMMITTEE UPDATE

The ballot is full, 2 candidates for every position. Voting is occurring, all regions reporting at 31-44% turnout. There is a timeline for reminders, with elections closing 16 Jan 2018. Ballots comments have been very positive (see report 5).

Comments: Kudos to the committee, especially to have two people run for Chair-Elect

5e. CODE OF CONDUCT LEGAL REVIEW

The Code of Conduct was sent to Anne Spielberg, a lawyer recommended to PSG by AOU, who came back with comments which raise three primary legal concerns:

- 1) Defamation lawsuits - untrue and/or damaging statements
- 2) Interference with economic relations lawsuits – incl. loss of opportunity
- 3) Antitrust suits - restricting competition

Two problem areas:

a) enforcement is problematic. Lawsuits could include PSG ExCo and Complaints Investigation Committee.

b) complaints process – how to evaluate credibility, hearings, etc., and the right to appeal.

Q: Anne mentioned law is different in CA than in Washington DC. Should we run this by a California lawyer? Ans: We can, just note this document review cost PSG \$1K.

Comment: If it is less specific, I think it would fall in line with California consideration.

Q: What is the next step? Ans: ExCo should suggest the language is more vague, following the example of AOU, for instance.

Comment: CoC covers behavior of inside and outside of meeting. Anne was a bit concerned about this when we talked on the phone, since other CoCs cover conduct at the meeting only, at a specific time and place.

Comment: CoC needs to be specific to the PSG world.

Q: Is the PSG world just the meeting? Ans: No

Comment: What is strange is that the CoC does not specifically cover the meeting. In other societies, there is a specific conduct of conduct registrants sign on to, to attend the meeting. Ours is very broad.

Q: What have other societies done? Ans: CoC for annual meeting, for all attendants. You are bound to: not taking data, not taking photographs of slides, behavior re: students, professional conduct. Some meetings are very strict: they say you are not allowed to discuss results presented in the meeting outside of the meeting. It protects people to openly discuss their research without fear of being undercut.

Comment: Tell the ad-hoc CoC committee to review current language, in light of what Anne said. Do another revision. Have a discussion with ExCo about more legal review, esp. in California.

Q: Do we want to change the scope to meetings or call out meetings? Ans: This was done in response to incidents outside the annual meeting, like within the ExCo.

Comment: Yes, harassment occurs by email and phone well after the meetings, on a personal level, intimidation, threat.

Comment: In the broadest context, a PSG-generated disagreement can enter lots of environments, from the dance party to comments on Facebook, harassed by phone, emails etc.

Comment: Bad behavior does exist outside the meeting. I believe it should be all-encompassing.

Comment: At a later date, we should think about a meeting behavior CoC (ethics of photographing, behavior at the dance party).

Comments: you can make “no photographing” suggestions, but then you have to enforce them. Do you warn them at the break?

Comments: There should be a “no-photos” slide at the front of their talk

Comment: If you don’t want your slides tweeted, you could use a strikethrough Twitter logo at PSG 2017.

5f. MEMBERSHIP UPDATE

Total members = 387, up 70-75. Automatic renewal got sent out. Feedback after the auto-email was that it should include a link to renew membership in the email.

Jenn will connect with Adrian to resolve Cvent download issues and set up automatic payment for renewals.

Q: Cvent does not recognize whether someone is a member or not during registration?

Ans: Correct. Cvent was designed this way during the transition – first year members are renewing via Cvent.

6. ACTION ITEMS AND ADJOURN

Motion to adjourn moved by Mark, Adrian seconds.

Abstentions: 0, Nays: 0, Yays: 8, motion passed unanimously.

AGENDA (* indicates voting item)

1. Roll call & review agenda
2. Approve meeting minutes 9 November 17, 20 November 17*
3. Approve PSG 2019 location*
4. Approve PSG Membership Policy*
5. Updates
 - 5a. Marine Ornithology
 - 5b. PSG 2018 Annual Meeting
 - 5c. PSG 2018 Silent Auction and Mentor Session
 - 5d. Elections Committee
 - 5e. Code of Conduct
 - 5f. Membership
6. Action items and adjourn