

MINUTES OF THE PACIFIC SEABIRD GROUP EXECUTIVE COUNCIL

5 November 2018 Conference Call

2:15-3:40pm (Pacific Standard Time– UTC-8)

Amended and approved 3 December 2018

Present: Jane Dolliver (Secretary), Marc Romano (Alaska/Russia Regional Representative), Corey Clatterbuck (Student Representative), Dave Craig (Chair-Elect), Adrian Gall (Chair), Kyra Mills-Parker (Past Chair), Trudy Chatwin (Canada Regional Representative), Mark Rauzon (Vice-Chair for Conservation), Peter Hodum (Washington/Oregon Regional Representative), Andre Raine (S. California, Latin America, Hawaii Regional Representative) [10].

Absent: Luke Einoder (Asia/Oceania Regional Representative), Ross Wanless (Europe/Africa Regional Representative), Kirsten Bixler (Treasurer), Samantha Richman (Non-Pacific U.S. States Regional Representative), Kirsten Lindquist (Northern California Regional Rep) [5].

Others present: Nacho Vilchis (PSG 2021 Local Chair)

1. APPROVE 5 NOVEMBER 2018 AGENDA

[Motion to approve the 5 Nov 2018 agenda moved by Jane, Trudy seconds](#)

One minor change to the agenda – Katie will present item 3, reports 2a, 2b.

[Motion to approve the 5 Nov 2018 agenda moved by Jane, Kyra seconds](#)

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

2. APPROVE 9 OCTOBER 2018 MEETING MINUTES

[Motion to discuss the 9 Oct 2018 meeting minutes moved by Jane, Kyra seconds.](#)

Minor changes submitted 5 November by Adrian: some numbers, clarification re: COI, wording about cost of travel for PSG 2020 event planner.

[Motion to approve the 9 Oct 2018 meeting minutes with Adrian's changes moved by Jane, Trudy seconds](#)

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

3. APPROVE PSG 2020 Venue

[Motion to begin discussion of report 2a, 2b - PSG 2020 venue moved by Jane, Dave seconds.](#)

Key items to negotiate

1. Room block – want to make sure that we have enough rooms at \$179 USD, don't want to reserve more rooms than we can fill – at current this is 102 rooms (85% of 120).
2. Went through all the spaces – using the same spaces as the 2013 meeting. Adjusted it for PSG 2020.
3. Anticipated food and beverage minimum of \$50,000

Q: Is there flexibility on the banquet? A: Yes, nice room – the one used for plenary sessions. Has skylight. Has table space and dancing area. Meal could be heavy appetizers. Could be buffet banquet. We have all the options – we have not settled on the details.

Q: \$50,000 is the grand total for food and beverage expenses? A: Yes, minus service and gratuity. Tacoma (PSG 2017) spent approximately \$60,000.

Q: This covers coffee breaks, poster session, banquet? A: Yes.

4. 10 complimentary room nights (2 awardee rooms Wed-Sat, 2 additional nights)
5. Valet parking for 6 people during the conference
6. 20% discount on audiovisual expenses.

Q: How long to we have to approve? A: We need to grab these dates now. There is no benefit for sitting on this for any length of time. The deadline to sign is Thursday, Nov 22.

Comment: It would take time to conduct a poll on interest in staying within the room block.

Q: If we sign now, we will be on the hook for a \$27,000 cancellation fee? A: Yes.

Comment: Tacoma filled 140 rooms. Portland 2013 filled 131 rooms. This room block is similar.

Comment: Even though lots of students can't share a room with two twin beds, the rate for a split room is \$89.50/night and there are lots of other student-y options.

Comment: For most meetings, students represent only 25-30% of meeting attendees. We're not counting on students to fill hotel rooms.

Comment: The hotel has all been re-done. The meeting rooms and break rooms are nice.

[Motion to approve the PSG 2020 venue location as the Hilton in downtown; and approve the draft contract dated 5 November 2018 moved by Jane, Dave seconds.](#)

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

[Katie will sign the draft contract and return it to the Hilton.](#)

4. APPROVE PSG 2019 STUDENT ROOM COSTS IN-FULL

[Motion to begin discussion of report 3- PSG 2019 student room full proposal moved by Jane, Corey seconds.](#)

The proposal to approve the remaining \$1992 for two student rooms for Kauai 2019.

Q: Has this opportunity been advertised to students? A: After the entire amount is approved, there is email ready to go to all student members with information on this and other student activities and opportunities.

[Corey will send out the email advertising the student member room offer.](#)

[Motion to approve a payment in the amount of \\$1992 to secure two rooms at PSG 2019 for student attendees moved by Jane, Kyra seconds.](#)

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

5. APPROVE PSG 2021 VENUE

[Motion to approve the PSG 2021 venue location moved by Jane, Kyra seconds.](#)

Scripps offers the meeting space only and a selection of catering companies. As far as food options go, Scripps offers a lot. There are hotels that are not right at Scripps, but within a couple miles. The details of catering and hotels will likely be worked out with a meeting planner. We have a motivated and interested Local Committee. They have been very persistent about moving venue proposals forward.

Comment: The deposit for Scripps is do-able, especially compared to the Hilton deposit.

Q: What if we lose money on Hawaii? A: So far, Hawaii is on-track to make a profit. We've had a fair amount of early enthusiasm – 41 registrants – ahead of registrants at this time for PSG 2018. We're trying to structure PSG 2020 to turn a profit.

Comment: San Diego is a really accessible location.

Comment: We could punt San Diego to PSG 2022, but then what about PSG 2021? A: We would need to find another local committee (LOCO) for PSG 2021 and make sure current LOCO 2020 could become LOCO 2022.

Q: Other offers are Japan and Ensenada, MX? A: Yes, no others have expressed interest.

Comment: Ensenada might turn a profit like La Paz, but US Government personnel deal with travel restrictions. Ensenada does not have quite the same recreation potential as La Paz. It would be good to plan a meeting there in the next 5 years.

Comment: I think this would be a very popular meeting. It would be a terrific location. The Scripps venue fills up years in advance.

Comment: For PSG 2022, the 50-year anniversary, we could revisit one of the first meeting locations: Issaquah, WA or Pacific Gove, CA.

Comment: The Asilomar venue is too small for PSG now.

Comment: This gives us the opportunity for fundraising and follow-up on the La Paz meeting. More Mexican researchers are likely to attend. There may be a way to use PSG 2021 for large-scale fundraising, as we have done in the past.

[Motion to approve the PSG 2021 location and the pay the corresponding \\$5625 deposit moved by Jane, Kyra seconds.](#)

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

6. UPDATES

6a. Scientific Program update and registration update

The Scientific Program tab is live on the CVENT event website

[Helen will send room names and numbers to Dave for setting up the schedule.](#)

Q: Are all of the sessions special paper sessions? Ans: Yes, no symposia.

[Dave will put out an announcement about the special sessions to the listserve on Tuesday AM.](#)

We've received 9 abstracts so far, 6 travel award applications.

Comment: note on scientific program – Wildlife Acoustics workshop will go on the schedule, pending sponsorship.

Adrian is a placeholder as the moderator for the “Hot Topics” session.

Registration update: 41 registrants + 5 guests; 7 people who have signed up for the volunteer opportunity pre/post conference. Field trips: 1 person for the lowland trip, 7 people Lehua Islet helicopter trip (full!), 1 for the day-long helicopter trip, 1 for the hour-long helicopter trip, 5 for the translocation field trip.

[Helen can talk to DOFAW about that adding another Lehua Islet trip, if needed.](#)

Q: What is the minimum threshold for a trip? A: Waitlist accepts 5 people. At that point, we can set the second trip.

5 people ordered a printed program. 24 people purchased t-shirts.

Q: Should the travel award deadline get re-announced? A: the people who are paying attention deserve to get the award. We do not have many funds this year. Advertise once again, the day before the deadline.

Q: Was there follow up with awardees on their plenary session? Ans: No.

[Adrian/Kyra will let the awardees know, then Dave will insert plenaries into the schedule.](#)

Q: Do plenaries need to submit an abstract? Ans: Yes.

6b. Local Committee 2019 update

1. Helen will follow-up with technical committees with an email that says “this is where the schedule stands and we are posting this live unless we hear back.”

2. Worried about DOFAW funding – need to take Sherri’s credit card sooner than later.

Helen will talk to Kirsten directly about the DOFAW payment.

Q: Is there a way for Adrian to accept payment via the CVENT card reader? A: No. We really need to make this simple because the DOFAW internal purchasing process is complicated. The payment can’t be connected to anything else.

3. Volunteer rate – limited number of people volunteering with the LOCO – they are looking for funding to cover expenses and need to know registration rates.

Adrian will look over the volunteer registration rates and send to Helen.

4. DOFAW discussed inviting David Ige (Governor) and the Mayor, perhaps to the welcome reception.

Comment: press have been invited to attend PSG meetings in the past, with no fee and no restrictions. This elevates PSG and PSG scientists. This situation is similar.

Comment: People from the press are interested in attending PSG.

LOCO will send Officers a list of people (max ~10) that would qualify for press/political pass.

5. Plea to EXCO to continue to contact any of the funding sources they signed up for. We’re at roughly \$22,000 committed, \$6,000 for coffee. USGS is interested in sponsoring at \$4-5000.

EXCO will send sponsor letter to 7 sponsors each, on list.

6. Merchandising: we have t-shirts. One option is to purchase hats. They come in a range of different colors. Get them for \$10, and we could sell them for \$15 to \$18. Already we’re getting a lot of t-shirt sales.

Q: How does that compare to the original budget? The budget is looking good, presuming we get to 270 registrants. We definitely cash to buy hats and we don’t think there’d be a loss on hats – they have been very popular in prior years.

Comment: Need to drum up another 230 registrants! It is not uncommon to see a whole bunch of people register last minute.

Motion to approve the cotton hat proposal with embroidered PSG 2019 logo in the amount of \$1080.38 moved by Jane, Dave seconds.

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

7. DOFAW will purchase travel mugs to give to each participant.

Q: Will DOFAW put their logo on the mugs? They should. Ans: Yes, there is history of doing this. The plan is for the DOFAW logo to be smaller, on the back side.

8. LOCO 2019 is meeting with the heads of sub-committees this week.

9. There is a 50% down payment to secure SoulFire – the entertainment for the banquet. That’s \$750.

Helen will ask Kirsten to pay the SoulFire deposit.

6c. Conservation update

A few key issues:

1) We just sent off a letter to the Washington State Department of Natural Resources. The preferred alternative H is not acceptable. With the onset of climate change, a 1,000 acre loss of habitat is not acceptable.

2) The Ornithological Council wants to protest Aurelia Skipwith's nomination to head USFWS. We will join on.

3) The Humboldt Wind project (in dEIS stage) has a project that is going to impact murrelets. PSG needs to respond with a letter.

4) Vice-Chair is in the process of drafting strategy to deal with wind issues, in conjunction with ABC. PSG needs to be able to advocate for wind energy as well as seabirds, as long as we use sound, existing seabird science. The Humboldt wind farm project wants to use 1 year of data for permits. We want all the data to be considered. Along this line, the Skookumchuck Wind project, which entails putting wind farms within a mile of known nesting areas – they are having an in-person meeting in Olympia and phone call (Vice-Chair will join). Need a design to allow murrelets to pass without injury. This will be a big issue. California has a plan to be on 100% green energy by 2050. PSG needs to form a wind energy working group to craft immediate responses. We need to get more monitoring folks with access to data to contribute to these letters. For example, the letter composed today is derived from murreleteers, a WA working group who tracks the dEISs.

Q: Do you need a plea for support? A: No, not right now. Just letting you know.

5. ADJOURN

[Motion to adjourn moved by Dave, Jane seconds.](#)

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

AGENDA

1. Roll call & approve agenda*
2. Approve minutes 9 Oct 2018*
3. Approve PSG 2020 venue*
4. Approve full student room payment*
5. Approve PSG 2021 venue*
6. Updates
 - 6a. 2019 Scientific Program and registration update
 - 6b. 2019 Local Committee update
 - 6c. Conservation update
7. Action items and adjourn (Jane)