

Pacific Seabird Group 2019 Annual Executive Council Meeting

* Indicates a vote will likely be needed

AGENDA

Wednesday, 27 February 2019

Kaua'I Beach Resort, Lihue, Hawaii

8:00 AM – 5:00 PM (Hawaii Standard Time – GMT-10)

Toll-free number North America: 1-800-309-2350 use a local line if possible – see below

Conference ID: 8576552

| Time | Agenda Item | Lead(s) | Report(s) |
|---------|---|--------------|-----------|
| 7:45AM | ARRIVAL AND SOCIALIZING | | |
| 8:00AM | INTRODUCTION | | |
| 10 | Welcome, introductions, roll call, quorum | Adrian, Jane | 1 |
| 5 | Review and adopt agenda* | Jane | 2 |
| 5 | Approve 13 February 2019 minutes* | Jane | 3 |
| 8:20AM | REVIEW OF REPORTS | | |
| 15 | Overview of 2018 activities & workplan | Adrian | 4 |
| 10 | Discussion and questions for 2018 reports | Adrian | 4 |
| 8:45AM | LOCAL COMMITTEES | | |
| 15 | 2019 Local Committee update + budget | Andre | 5 |
| 10 | PSG 2021 Room Block* | Nacho | 6 |
| 10 | PSG 2020 Update | Jane | 7 |
| 9:20AM | MEMBERSHIP | | |
| 10 | 2018 membership report & membership goals* | Emma Kelsey | 8 |
| 9:35AM | TREASURER | | |
| 15 | 2018 Treasurer's report | Kirsten B | 9 |
| 9:45AM | TEA AND COFFEE BREAK | | |
| 10:00AM | ACTION ITEMS FROM REPORTS | | |
| 10 | Funding request for the OC* | Doug Forsell | 10 |
| 5 | Delegate to the OC | Doug Forsell | 11 |
| 5 | Elections Committee Co-Coordinator | Adrian/Katie | 11 |
| 5 | Communications Coordinator | Adrian/Jo | 11 |
| 5 | Marbled Murrelet Tech. Committee Co-Coordinator | Adrian | 11 |
| 5 | Corresponding Members Co-Coordinator | Adrian/Kyle | 11 |

| | | | |
|---------|---|--------------------|----------|
| 5 | Thank yous to Pat Baird and Rob Barrett | Adrian/Louise | 11 |
| 5 | Approve ECS WSTC#5 criteria (from 10 Jan) | Jane & Adrian | 12 |
| 11:10AM | ORGANIZATIONAL POLICIES, PROCEDURES | | |
| 30 | Approve Code of Conduct v1 for ratification* | Joanna Smith | 13a, 13b |
| 11:40AM | ORGANIZATIONAL POLICIES, PROCEDURES | | |
| 20 | Travel Awards Criteria* and discussion | Kyra | 14 |
| 12:00PM | LUNCH | | |
| 1:00PM | PLANNING | | |
| 15 | Workplan update | Jane | 15 |
| 15 | Bylaws – terms and resignations | Jane | 16 |
| 20 | Fundraising Committee – Conservation Fund, LOCO 2020 fundraising, Student Travel Awards 2020+ | Adrian, Kirsten B. | 17 |
| 10 | Annual Meeting Committee | Jane | 18 |
| 15 | Future Meeting Locations - PSG 2022 | Kyra | 19 |
| 15 | Membership Meeting at 2019 - agenda | Adrian | 20 |
| 30 | Conservation planning | Mark | 21 |
| 3:00PM | TEA AND COFFEE BREAK | | |
| 3:15PM | PLANNING CONTINUED | | |
| 30 | Student small grants, student volunteers year-round | Corey | 22 |
| 10 | PSG apparel proposal* | Kirsten, Jane | 25 |
| 5 | Additional volunteering vacancies | Olivia B., Jane | 26 |
| 15 | Structure and needs for EXCO sustainability | Jane | 27 |
| 4:15PM | EXCO NEWS | | |
| 10 | Responsibilities of ExCo Members, Handbook | Adrian | 23 |
| 5 | Signing conflict of interest forms | Jane | 24 |
| 4:30PM | ACTION ITEMS | | |
| 5 | Review of action items | Jane | N/A |
| 5 | 2018 Chair's closing remarks | Adrian | N/A |
| 5 | Welcome to the 2019-2020 ExCo | Dave | N/A |
| 4:45PM | ADJOURN* | | |

Additional Teleconference Information

Toll-free in North America: 1-800-309-2350 use a local line if possible – no cost to PSG

Additional local U.S. call in-numbers: https://www.turbobridge.com/local_toll.html

Additional local international call-in numbers: <https://www.turbobridge.com/international.html>

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