

MINUTES OF THE PACIFIC SEABIRD GROUP EXECUTIVE COUNCIL

22 February 2021 Conference Call

9:00am-12:15pm (Pacific Standard Time – UTC-8)

Amended and approved 13 April 2021

Present: Rob Suryan (Chair), Roberta Swift (Chair-Elect), David Craig (Past Chair), Olivia Bailey (Secretary), Kirsten Bixler (Treasurer), Peter Hodum (Vice Chair for Conservation), Kerry Woo (Canada Regional Representative), Marc Romano (Alaska/Russia Regional Representative), Katie Stoner (Northern California Regional Representative), Kristin Brunk (Student Representative), Mary Cody (Non-Pacific U.S. States Regional Representative), Rachael Orben (Washington/Oregon Regional Representative) [12].

Absent: Cristián Suazo (S. California, Latin America, Hawaii Regional Representative), Nina O’Hanlon (Europe/Africa Regional Representative), Chung-hang Hung (Asia/Oceania Regional Representative) [3].

Others present: Louise Blight (Managing Editor, *Marine Ornithology*), Jenn Urmston (Membership Committee Co-Coordinator), Jane Dolliver (Communications Committee Coordinator), Jen Zamon (Member), Laney White (PSG HELPS Coordinator), Sadie Wright (incoming Secretary), Anna Vallery (incoming Communications Committee Co-Coordinator), Wieteke Holthuijzen (Corresponding Members Committee Co-Coordinator, incoming Communications Committee Co-Coordinator), Rachael Sprague (incoming Chair-Elect), Vivian Mendenhall (Member), Mark Rauzon (Member), Timothy Laws (Member), Bernardo Alps (Member), John Lindegren (Member) [14].

1. WELCOME & INTRODUCTIONS

2. APPROVE 22 FEB 2021 AGENDA

Motion to discuss the 22 Feb 2021 agenda moved by Olivia, Mary seconds

Kirsten will discuss the Endowment report with the Treasurer’s Report

Motion to approve the 22 Feb 2021 agenda move by Olivia, Dave seconds

Abstentions: 0, Nays: 0, Yays: 12, motion passed unanimously

3. APPROVE 2 FEB 2021 MEETING MINUTES

Motion to discuss the 2 February 2021 meeting minutes moved by Olivia, Dave seconds

Motion to approve the 2 February 2021 meeting minutes moved by Olivia, Peter seconds

Abstentions: 0, Nays: 0, Yays: 12, motion passed unanimously

4. OVERVIEW & DISCUSSION OF 2020 REPORTS

Won't go into detail about work plan, will discuss later. Highlighted the impressive work by everyone to make the meeting happen this year and throughout the year. Given everything that happened socially and globally this year, there were things added to our accomplishments that were not intended. Thanks to everyone who stepped up with DEI efforts, PSG HELPS, and other efforts. That was awesome to see, and greatly appreciated. We didn't accomplish everything. What we did accomplish certainly overwhelmed what was not accomplished. We still need to fill some committees, which is important, but what we accomplished this year was incredibly important.

5a. TREASURER'S REPORT

Big accomplishments – got the FY21 passed! Got internal quarterly reviews done. Kirsten has monthly checklist that is helping. Process is running smoothly and staying on schedule. Still completing *Marine Ornithology* financial accounting, this is only more effort when we are filing taxes. Opened bank accounts with Axos and closed accounts with First Hawaiian Bank. Got new accounts open to support the meeting.

Have things to work on during last year in position, hoping to get everything done. Generally, the finances are in good shape. We have more than the required \$60,000 in the bank account. Something to start talking about in next meeting. Maybe we don't need all of this money in the checking account, how do we use that in a way that is best for the organization.

Going through the FY20 budget to highlight some things. More income than expected – largely due to \$12,000 surplus from the meeting, and more than \$7,000 in sponsorships. Total income was about \$16,000 more than we budgeted. Admin costs generally under budget (~\$3,500). Society services, over budget by about \$11,000 due to annual meeting costs, but the annual meeting was in the black in 2020, we did really well. Overall surplus of about \$11,000 for the year.

Question: You mentioned that the meeting services were higher, do you anticipate them being higher this coming year? Do we need to budget for that?

Ans: I will look into that, haven't looked at the meeting budget from last year recently.

Kirsten will look into budgeting more for society services for next year.

Comment: Society services includes meetings, PayPal fees, Square fees, etc. The actual conference itself in 2020 cost more than expected – venue, food, etc. I'll have to look back at that budget, it's been a while. Do you want a review of that?

Comment: No, not extensive. Just about budgeting and making adjustments for next year if we know it's going to be high.

Comment: Good point, we can look at budget from last few meetings and incorporate that into our budget.

Question: CVENT charges – they charge for the application itself because we manage membership and meeting registration, but then there's the abstract manager. Is the cost all bundled into one and we try to meet that cost in the meeting budget?

Ans: It comes out of the General Fund, I split it out so we can get a better handle of the meeting costs that are separate from membership. Technically we don't split it out in how we pay it. We do cover the

cost of membership through CVENT fees with membership income. I didn't want the local committees to struggle more with covering these fees.

Comment: Thanks for that, it makes the financials a lot easier for LOCO. It was appreciated.

Comment: Great that we are in good shape with the financials, sounds like we can provide support for new and exciting opportunities.

Comment: And it's a good time to help people.

5b. ENDOWMENT REPORT

Endowment Fund dropped by 21% in 1st quarter. Because we reinvest interest and dividends, the value of the fund has recovered since then, which is amazing. Not only that, it increased by 14% compared to the end of the fiscal year last year. It is a testament to the funds being sufficiently diversified, and the stock market recovered. As far as taking money out of the Endowment Fund, we take the mean yearly net asset value for 6 years, we average that, and then we take 6% of that. For this year, we can take out as much as \$14,600 to cover publication costs.

Question: What do we usually provide for the Membership Meeting?

Ans: I've supplied a table with current account balances, a list of accomplishments, and tasks that need to be done in the next year.

Question: What is the Endowment actually invested in? And where do those investments stand with PSG values?

Ans: Invested through the Neuberger Berman investment company. They are index funds. There are two funds that are through the S&P 500, and one is through the European Australasian and Asian stocks. Further than that, I can get more information for you.

Question: Are you asking that PSG has done a review of the social responsibility of their investments?

Ans: There was a suggestion to do that, and I think it needs a volunteer to fully commit. I don't believe that those funds have been transferred in a way that would address that.

Comment: That's something that we can put on our list, to have a review.

Comment: I think that'd be great, just to make sure it is in line with seabird conservation values.

Kirsten will look into a review of PSG investments.

Question: Who are the endowment managers, currently? And what are their levels of engagement?

Ans: Ken Briggs, Jim Cushland, and Kirsten Bixler are the current trustees. Ken and Jim are very knowledgeable. As far as how it performed last year, it did decline dramatically, but it is up 14% over where it was at the end of the last fiscal year. Overall an increase, it has fully recovered.

Comment: This also goes back to MO; the old guard is getting old. We have to be cognizant of enhancing the next generation's expertise level.

Comment: Good point, these are long term PSG members who are volunteering and managing this account. Should we think about a financial manager, or find volunteers who are willing to put in their time?

Comment: I would encourage everyone to go online and look at those funds. They are diversified – there is some energy investment, but it's things like Apple, Microsoft, Amazon – what you would expect with S&P 500. It's all readily available out there, well diversified and what you would expect from a fund like that. Need to think about if that is in line with our values.

6. CORRESPONDING MEMBERS COMMITTEE

Quite a few changes in the committee over the past year – Wieteke joined and Carlos Zavalaga joined as Co-Coordinator. Main purpose is to identify seabird researchers who may have little institute support over the Pacific region. Trying to bring in more people outside of North America. Trying to create more bridges for collaboration, funnel folks to grant opportunities through PSG, attend annual meeting. Great opportunity to address diversity, inclusion, and equity. Carlos and I have reached out to a lot of folks. 9 new members in past year; total of 14. Corresponding Members get a sponsored 3-year membership to PSG. Eliminates the barrier to becoming a PSG member. Encourage Corresponding Members to engage with the PSG community and submit a report of their activities each year. Those reports are published in *Pacific Seabirds*. Now members are located all over the globe, ranging from French Polynesia to Chile. Carlos has done a great job reaching out to folks in South America, as well as sharing the PSG HELPS program.

Want to expand the support we have for CM over the next year – grant opportunities, feature on website, networking opportunities. Want to increase our geographic extent - want to recruit from Asia (Russia, Vietnam, Thailand, Cambodia), Central America, and South Pacific.

Question: Have you reached out to the folks involved with the Craig S. Harrison Conservation Fund? They get a lot of applications, could link offers.

Ans: That is on the agenda for this year – creating a better connection with those grants. Can we funnel people towards them and how can we further support people receiving those grants?

[Motion to discuss the Corresponding Members Committee request for membership increase moved by Olivia, Dave seconds](#)

We are limited now by the number of Corresponding Members we can have at one time. Currently at 14, nearing max of 16. With this proposal, could we increase the number of Corresponding Members to 30 – increase geographic extent, support more diverse and inclusive PSG membership.

Currently, max of 16 equal to \$2200 over 3 years. \$140/Corresponding Members' membership. Want to increase to 30, cost of \$4200 over 3 years. Still about \$140/Corresponding Members' membership. We believe that increasing the budget for this program by about \$2000 will really benefit a lot of people. We know that many of these Corresponding Members have become long term members of PSG and have taken on other roles in leadership. Important support – sharing research, going to meetings.

Question: This is manageable in the budget?

Ans: Yes.

Question: Is there a rough checklist of where you would be target members from?

Ans: Rough checklist at end of the report. Targeting Asia, Central America, South Pacific. If we increase the members, will keep track of how we're doing, geographic extent. Want to create profiles on website, more exposure to PSG members. Set up a better mentoring support system, putting them in touch with collaborators to share knowledge/resources.

Motion to approve the Corresponding Members Committee request for increasing the maximum number of Corresponding Members from 16 to 30 moved by Dave, Kirsten seconds

Abstentions: 0, Nays: 0, Yays: 12, motion passed unanimously

Communications Committee and the Secretary will update the Handbook to reflect the increase in the maximum number of Corresponding Members.

7. MARINE ORNITHOLOGY UPDATE

Motion to discuss the *Marine Ornithology* report and proposal for \$6,000 moved by Olivia, Mary seconds

Want to add a couple of things in report – thank you to Jane Dolliver, been a great liaison to EXCO through Communications Committee. And to Kirsten, our finances are in a much better state to report on. The process is much smoother.

Request this year is for up to \$6,000 from the Endowment Fund. It is an investment account that has been used for publications, including *Marine Ornithology*. Our history is that it started out as a journal called The Cormorant, ran out of South Africa by John Cooper. It had been around since the 1980's. Only seabird journal in the world. PSG in 2000 took it on as a project. Global effort, led by PSG, with financial support from other seabird groups. Important part of Kirsten's work. Half of the editorial team is based in Canada, so a lot more work to corral and report correctly in the US. Important to bring banking back to the US. MO has editorial independence from PSG, but we are a PSG project.

Journal has been growing, recently indexed on Web of Science. Wide range of publications – natural history to long term projects. Enterprise that is growing, and I think worthy of PSG's continued support. Asked for honoraria for editors in recent years. Canadian dollar is going down against US dollar, and the journal subscriptions are down a bit since we are free online. We are pretty well self-supporting but good to have an infusion of extra money if need be. I don't know yet if we will need this money, but I have asked for \$6,000, which is what we have requested in the past.

Question: If we approve \$6,000, would you just let us know when you need it? Or we send the money and you use when you need it.

Ans: I think it's better if I put in the request for the money if we need it. I'm not on top of the accounts payable, the invoices are mostly once a year. We are fine to pay them, but might need a couple of thousand for copy editors or something like that. I don't want to request the money if it will just be sitting there, I'd rather defer the money to next year if that is the case.

Question: As far as editorship and those people who are contributing to MO. What is the feeling about the longevity of the current editorial staff? Should we be concerned?

Ans: It's something I've been working on since I've come on. David Ainley is editor in chief, he plugs along, he's fine. He's been in that role for over 7 years. Ben Stein, online editor, about 10 years. I've been doing this for about 5 years. Especially in 2020, it takes a lot of care not to burn out. Brought on a lot of assistants to share the load.

Assistant for Ben to transfer the website to new code – need someone who knows the software and will donate their time. Slowly migrating over, will probably be easier to find volunteers to maintain after that.

Proposal I brought up last year but didn't act on because of 2020 is migrating the journal over to Oxford University Press, which is what AOS has done with Condor and Auk.

Just a matter of putting together a proposal and seeing if OUP is interested. Once I get that together, may ask for funds. Would bring that proposal to EXCO. See that as the future of the journal. Can't run on volunteers forever – editing world requires more professionalism, that means more time. With the journal indexed in Web of Science, you can already see the publication submissions creeping up. We've always had great quality of publications. One of the great things that David does is work with people from non-English speaking nations to get their manuscripts ready for publication. Most journals would send it back, and he does that work. Really important for our journal's mandate. With submissions going up, need to figure out how to spread the load, may mean going to a commercial platform at some point.

Comment: It has been a labor of love. Making it less reliant on volunteer hours seems like the way to go.

Motion to approve the request from *Marine Ornithology* for \$6,000 from the Endowment Fund moved by Olivia, Kirsten seconds

Abstentions: 0, Nays: 0, Yays: 12, motion passed unanimously

Kirsten will continue to work with Louise on financial support for *Marine Ornithology*.

8. ELECTIONS COMMITTEE

Motion to discuss the Elections report moved by Dave, Marc seconds

Great elections year again. Next thing is to vote. Thanks to the work behind the scenes. We hope to work to include folks who ran and did not win in other roles within PSG. Always happy to take on new members. Possibility of moving Marc to Co-Coordinator. Requires a lot of personal and individual connections and reaching out to folks. Not a lot of recommendations coming from the membership. May be a place where EXCO could put out an annual report about what EXCO actually does – not just all business!

Motion to approve the member-elected candidates to the 2021-2022 Executive Council. The 2021-2022 Executive Council members are the following, assuming the responsibilities of the positions below 27 February 2021:

Past-Chair: Rob Suryan, PhD

Chair: Roberta Swift

Chair-Elect: Rachael Sprague, PhD

Vice-Chair for Conservation: Peter Hodum, PhD

Treasurer: Kirsten Bixler

Secretary: Sadie Wright

Alaska and Russia Regional Representative: Marc Romano

Washington and Oregon Regional Representative: Laura Koehn, PhD

Northern California Regional Representative: Katie Stoner

Southern California, Latin American and Hawaii Regional Representative: Cristián Suazo, PhD

Canada Regional Representative: Kerry Woo

Asia and Oceania Regional Representative: Chung-hang Hung, PhD

Europe and Africa Regional Representative: Nina O'Hanlon, PhD

United States excluding AK, WA, OR, CA, and HI Regional Representative: José Ramírez-Garofalo

Student Representative: Kristin Brunk, PhD Candidate

The motion is moved by Dave, Mary seconds

Abstentions: 0, Nays: 0, Yays: 12, motion passed unanimously

Comment: Where does Katie stand?

Comment: I think Katie is our biggest liaison with people who may become Chair-Elect. She has also served as Chair-Elect. Nitty gritty of Survey Monkey and reaching out to other candidates is outside of Katie. She is fine to stay in that role.

9. CODE OF CONDUCT STANDING COMMITTEE

Big effort by Jo Smith and many other people in PSG. Overwhelmingly approved by membership to have the Code of Conduct. Last year, voted on a committee – interim committee. Julia Parrish, Scott Pearson, Michelle Kissling have all been serving on this interim committee. All really good contributors for this purpose. Task was to refine terms of reference, bring on a standing committee to serve 3-year rotating terms. Idea was to have them alternate, so that all members did not leave the committee at once. As Mark alluded to, there have been times where PSG has struggled. The purpose of the Code of Conduct is to safeguard the organization and EXCO. There has been a lot of work behind this. Also addressing other problems within PSG – conduct between members, both in-person and online.

Comment: Recommend to add members to have 5, no tie. Call it “Ethics or Professional Ethics Committee.” Many societies have similarly named groups.

Comment: Committee would have 5, quorum of 3. Just went ahead with 4 for the interim committee.

Comment: This committee would be separate from EXCO, they would have the authority to deal with issues within the organization.

Comment: Chair would not be a part of the standing committee; Chair was only on the interim committee would not serve on the standing committee. We did not have serious complaints this year. This is a high priority item for this year. Hoping that the interim committee will have suggestions as to who will serve on the standing committee, or 1-2 will stay on to serve on the standing committee. That would also help us starting to stagger the terms.

Comment: Would be inclined to go with 3-year term as well. Light workload, good to not have turnover.

Comment: Good point about continuity. Stagger positions – maybe people agree to serve 1 or 2 years starting out.

Comment: Should be an effective way to do it.

Rob will form a standing Ethics committee in 2021.

10. MEMBERSHIP

10a. MEMBERSHIP REPORT

Quick overview – 532 active members. Increase from last year. New ideas – trying to boost membership but also to engage members outside of the annual meeting. Member highlights throughout the year – quarterly. Lifetime Members/retirees, student/newer members. Post on social media, have more interactions. Focusing on increasing diversity, targeting minority groups. PSG HELPS and Corresponding Members Committee are doing a great job, work with them. Boost student membership – periodic reminders through the listserv and social media. Considering reduced membership rate for retirees on fixed income. Offering small group membership for office/lab group/non-profit. Particularly in areas where we are trying to boost membership.

Question: How are we thinking about accounting for our diversity measures via CVENT? How can we explore our demographics?

Ans: Right now, we can organize by region or by country and by type of membership.

Comment: If we added categories for demographics, we could see how different groups are over or under represented.

Comment: Might be a good discussion topic for DEI event and for general membership.

Comment: This question did come up as we've been developing the DEI workshop.

Question: Do we have a sense of how many members are currently retired? What proportion? If we want to offer a discounted rate, we should have an idea of that. Primary source of income through PSG.

Ans: Not sure that it is listed on each individual membership.

Comment: Would love to see more people that are on the listserv and on our social media become individual members. They're benefiting from services that PSG hosts, and individual memberships are how we run. It'd be great for individual memberships to subsidize students and other categories while also boosting membership. Also, we should think about other folks who do not have an income but are not retirees. For example, ECS who are unemployed, or doing unpaid internships.

Comment: Thinking about a sliding scale, would be self-reporting. Some students need help, some do, some retirees need help, some do.

Comment: I've heard most of the reduced rate comments coming for annual meeting registrations.

Comment: Yes, we have been brainstorming ways to boost membership, but maybe the conferences are where people need the assistance. Maybe this isn't necessary.

Membership Committee and EXCO will look into ways to collect demographic data from members.

Membership Committee and EXCO will discuss adding a retiree category to membership and annual meetings.

Question: Rather than a sliding scale, could we direct people to HELPS program?

Ans: That's a good idea.

Question: With the lab membership, would we apply that to all of PSG? Or just underrepresented portion?

Ans: We were thinking in terms of under-represented portion. Feeling disconnected, since so much of the membership is from North America. Maybe if they could start off as a member through their lab, they may become a member themselves.

Comment: Seems like a good approach. Is there anything you need from us at this point?

Comment: We'd appreciate some input, since both Stephanie and I are new to this position. We can put together a proposal, but we are still figuring out how everything works.

Comment: Would you and Stephanie be open to working with Mark Rauzon or the Former Chairs? Might help advise.

Comment: Membership Drive was great to see.

10b. PSG HELPS UPDATE

Helping Elevate Long Term Participation in Science (HELPS), put together by Jane and Wieteke. 27 approved applicants. Students or ECS who applied through an application online, reviewed by Jane, Wieteke, and Laney. If approved, get a sponsored 1-year membership. Goal of the program is to increase participation from ECS and students within PSG. Removing a financial barrier, but also working to help them feel included and connected within our community. For this year, still figuring out kinks in the process.

Jenn, Stephanie, and Kirsten have been great getting memberships going. Putting together a protocol for moving forward, it's been very successful thanks to our generous donors. Particularly helpful this year with many people struggling, able to connect to annual meeting. Good to continue discussion after DEI panel about tracking diversity within membership.

Comment: Excited to highlight this throughout the meeting.

Question: Great work, exciting to see new people coming in and participating. Seeing a direct line between coming in and participating in PSG. If we were looking into membership for other groups, say, retirees, do you think that PSG HELPS could incorporate that? Or do you see it being focused on students and ECS?

Ans: I think it could have broader applications, and we have the funds for that right now. Good way for people to feel like a part of our community if they do not have the financial means. Going to discuss at next meeting with the Membership Committee. Going to reach out to PSG HELPS members and see what they think.

11. 2020 LOCAL COMMITTEE

Things are really moving along. Virtual platform buildout has been fantastic, there's already a lot going on. Registration is up since report – 312. Now we're over 350. Revenues have climbed almost another \$5,000 since report.

Silent auction – already approaching our goal of \$1,000. Easily going to go over that. Currently at \$1,200, meeting hasn't even started.

Communications group has been hard at work! Paying off in registration after their posts go out. Lots of people signed up for student events, too.

We have exceeded goals in budget by a lot. It is a draft budget, so subject to change. When drafted last week, \$16,000 in the black. I think it will go over \$20,000 when everything is done.

Those who got sponsorships – need to thank. Got over \$15,000 in sponsorships, allowed us to put on DEI event. Think it will be the highlight of the meeting.

Convinced that there are multiple future PSG Chairs on this Local Committee. Lots of ECS taking leadership roles. Hard work of this group has blown me away.

Comment: Just to make sure when we show the surplus, mention how much it is going to benefit PSG membership in the future – help with expensive meeting, student travel, etc. Great to see the connections being made in the Whova platform. This is what we wanted, not just streaming presentations.

Kirsten and Marc will work on getting update numbers for the Members Meeting.

Comment: When you click the link in Whova, it will bring you to a Zoom window. Don't need to download, try it on your work computer. Don't need just to listen to a talk. If nervous, set up something with Jen.

Comment: Also available in mobile versions. Have lots of options.

Comment: 358 registered! Consider going to the wildlife acoustic workshop at 12! Scientific program is done and shared. Abstract book will be shared later today. 92 talks and posters. About half the number of talks from last year – probably COVID related. About the same number of posters. If we decide to do this last year, realizing how much work having a virtual component is. Every individual talk needs to be uploaded by someone. Jennifer has probably been working around the clock. Good to discuss how to do the virtual component next year.

Comment: Number of abstracts was low last year. We are getting the attendance that we expect from a PSG meeting.

Comment: Largest number of virtual abstracts!

Comment: Exceeded registrants from last year.

Comment: Talking to someone about how hard it is to get his students to register – hard to rally the troops, everyone is distracted because of COVID.

Comment: Good point, a lot of talks draw upon the last summer's field work. You've done a phenomenal job, it's a diverse program. Well-rounded meeting.

Comment: Plenaries are very exciting.

Comment: I think the number of abstracts is perfect. Nice to not have to cram into this new platform. Gave us room to do new things.

Comment: Field trips should be cool, too.

Comment: Another metric – number of hours of seabird content. I think it will be a lot. Everyone working on this has been amazing.

12. PLANNING

12a. WORK PLAN UPDATE

Transitioned work plan to a Google Doc instead of a spreadsheet, easier for everyone to read. We have high, medium, and low priority items. High priority items must be done next year. Sadie and Roberta will be in charge of keeping track of these things, crossing things off, and adding new to do items. Seems like it would be a good idea to have a meeting with all four of us (Secretary, Chair, and incoming Chair and Secretary) to answer any questions and to keep the ball rolling. Everything has been updated to reflect who is responsible for each task for next year.

All EXCO will look at the workplan for duties.

Olivia, Rob, Roberta, and Sadie will meet to discuss the work plan.

Comment: There are a lot of resources for us as PSG EXCO members, but they're not always easily accessible. The hand off between officers, in particular, is tough. May be a better way to do this.

Comment: In Handbook, person in position agrees to help the incoming person for 1 year. Answering questions, providing documents, etc. Handbook is large and in PDF format, so is hard. We've been talking about how to make the handbook more accessible. Talking about doing that this year with present and former EXCO, as well as providing additional documents specific to each role.

All EXCO will work to transition new EXCO into their positions.

12b. FUTURE MEETING LOCATIONS

Thankful that Nacho has agreed to continue to chair the PSG 2022 conference in San Diego. Like others have mentioned, it may be an expensive meeting, but it will have lots of amazing locations and events! Lots of enthusiasm moving forward.

We are also coming toward our 50th anniversary in 2023. We're too big to go back to the original spot, but somewhere in the Seattle area might be appropriate. Going to ask Former Chairs for their input. Thinking about future meetings outside of the US – Mexico, Canada. Another thing to think about is our carbon footprint. Continuing a virtual component, as well as thinking about alternating years between in-person and virtual is something we will keep talking about.

Question: Has anyone stepped up to serve as a Local Committee Chair for 2023?

Ans: Not yet.

Question: Has anyone been asked to be the LOCO Chair in 2023 or 2024?

Ans: No.

Comment: There's also a lot that the LOCO does that does not require people to be local!

12c. VOLUNTEER VACANCIES

Ken Morgan stepped down from serving as the Delegate to ACAP and to the WSU. We have Kim Nelson, who is working with Kathy Kuletz as Co-Delegates to the WSU. For ACAP, we had someone who was interested but was not able to serve. We have others on our list. If anyone has a suggestion, it'd be nice to find people who have not already been serving PSG. The downside is that ACAP meetings are typically expensive to go to. I don't know to what extent that remote attendance is possible. If anyone knows a regular ACAP attendee, let me know.

Other vacancy is the Delegate to the Ornithological Council, will go into that at the Members Meeting so that other people know what these delegates do.

Ethics Committee will be followed up on.

Rob and Roberta will work on filling volunteer vacancies.

Discussed a Climate Change Working Group that was not pursued very much this year.

Comment: I have that as a topic for the Conservation Committee Meeting on Wednesday.

Peter will bring up the Climate Change Working Group at the Conservation Committee Meeting.

Comment: DEI Committee has been discussed but not proposed yet.

Comment: Going to reach out to PSG HELPS, other folks after the DEI Workshop. Hoping to have a proposal for the next PSG meeting.

Comment: The other is an Annual Meeting Committee that has been talked about for a few years. The idea was to have a committee that works on each Annual Meeting, not just a Local Committee that changes every year. Would include a local group, but would have a core group that is more formal than just checking in with the Past Chair or current Chair, Kim Nelson, etc. Have a place to go for guidance.

Comment: I think some continuity would be great.

Comment: If we lost Justine Miller, for example, that would be a lot of institutional knowledge lost.

Comment: At the very least, if we start thinking about the Local Committee Chair or Program Chair as 2- or 3-year position, people would be able to see how everything works, then the next year do their meeting, and then the 3rd year serve to guide the next person.

Comment: Yes, and the idea would be that these are not EXCO members. Don't have EXCO duties and Annual Meeting duties.

Comment: I think the Program Chair should be on this committee while they are in that role, and then the next year too to advise. So, they would be doing double duty.

Comment: And you're doing that already.

Comment: Think it's a good idea, need to talk about details more.

Comment: Agreed, should be put on an upcoming meeting agenda.

All EXCO will think about the Annual Meeting Committee, put on the agenda for upcoming meeting.

Comment: Think it's just a formalization of the current structure.

13. COMMUNICATION COMMITTEE

Jane is stepping down as Coordinator after the meeting. Anna and Wieteke are stepping into that role, they will be great! They will divide and conquer. Have a couple of vacancies that we are filling. Just found a replacement for Facebook person. All of our social media platforms are increasing their followers and likes! They work very hard. Marine Ornithology is technically within the Communications Committee. With all the social media, and Marine Ornithology, as well as *Pacific Seabirds*, we have some of the most "people power" of the standing committees. It is hard to continue to grow social media platforms!

Comment: Thank you for all the hard work from the Communications Committee. You all did such a great job with the DEI efforts over the summer, providing resources, and sharing that across social media. Also, the website looks great. Have a list of things that need to be updated, small things.

Comment: Also, if the Membership Committee is still on, we need to be careful that the folks listed on the website under the Committee positions are current members of PSG.

Membership Committee will check that everyone listed on the website is a current PSG member.

Comment: Wieteke has done a very nice job on the website. The formatting and content look great and sometimes goes unnoticed!

All EXCO will send Wieteke website updates.

14. EXCO NEWS

14a. RESPONSIBILITIES OF NEW EXCO MEMBERS

These come straight from the handbook, but they are a list of all duties for the incoming EXCO members. The handbook is always a good place to look if anyone has any questions about their roles and how things work in PSG.

15. SIGNING OF CONFLICT OF INTEREST FORMS

Typically, these would be passed out to everyone present, but I will email to all incoming EXCO as well as everyone continuing for the next year. I will send them to Kirsten after I get them back!

Olivia will send out the COI forms to incoming and continuing EXCO.

16. ADJOURN

A huge welcome to the new EXCO members! We are very excited to work with you all. It is great to have all of you as a part of PSG, and the energy of this group is contagious.

Comment: I am excited to work with everyone! If we put together our first virtual meeting during the year of COVID, we can do anything.

Comment: I can't wait until we can all be together again.

Motion to adjourn moved by Olivia, Dave seconds

Abstentions: 0, Nays: 0, Yays: 12, motion passed unanimously