

MINUTES OF THE PACIFIC SEABIRD GROUP EXECUTIVE COUNCIL

28 October 2021 Conference Call

11:00-13:00pm (Pacific Standard Time – UTC-8)

Amended and approved, 2 December 2021

Present: Roberta Swift (Chair), Rob Suryan (Past Chair), Sadie Wright (Secretary), Rachel Sprague (Chair-Elect), Kerry Woo (Canada Regional Representative), Kristin Brunk (Student Representative), Marc Romano (Alaska/Russia Regional Representative), Peter Hodum (Vice Chair for Conservation), Nina O'Hanlon (Europe/Africa Regional Representative), Katie Stoner (Northern California Regional Representative), Laura Koehn (Washington/Oregon Regional Representative) [11].

Absent: Kirsten Bixler (Treasurer), Cristián Suazo (S. California, Latin America, Hawaii Regional Representative), Chung-hang Hung (Asia/Oceania Regional Representative), José Ramirez-Garofalo (Non-Pacific U.S. States Regional Representative) [4].

Others present: Wieteke Holthuijzen (Communications Committee Co-Coordinator), Laney White (Membership and HELPS Committee Co-Coordinator) [2].

Review of participants/roll call.

WELCOME, INTRODUCTIONS, & REVIEW 1 SEPTEMBER ACTION ITEMS

Request for additional Agenda Items. Sadie and Wieteke asked to add a Communications Committee Update to the end of the agenda (Report #10).

Motion to approve the Agenda with the amendment: moved by Kerry, seconded by Peter.

Abstentions, 0: Nays, 0: Yays, 11, motion passed unanimously

1. APPROVE 20 SEPTEMBER 2021 MINUTES

Questions: Any additions or editions to draft minutes? Shaking heads, so it looks like we need a motion to approve the minutes from September 20.

Motion to approve the 20 September 2021 minutes; moved by Rob, Marc seconds.

Abstentions, 0: Nays, 0: Yays, 11, motion passed unanimously

September 20 Action Items with Responses

1. Rob will post a notice to the listserv requesting volunteer delegates to the Ornithological Council using the text that he and Doug F. developed. Rob wants to check with Beth Flint prior to posting to the listserv. He will broaden the request to the listserv.
2. Peter will draft a listserv post requesting team input from PSG regarding development of new swag and share it with ExCo for review/input. Keep this on the action item list.
3. Roberta will loop Doug F. in on discussions about the joint PSG/WbS meeting when those start happening again. Done.

4. Roberta will draft a listserv post regarding appropriate communications and share it with ExCo for review/input. ExCo will consider having a regular update from ExCo to the listserv—perhaps a quarterly update. **Done, however, Roberta wants to draft a Quarterly PSG ExCo update to share with PSG on the listserv.**
5. Rob will present a report at the next ExCo meeting with the results of the poll (2023 meeting location). Right now, 78% of the responses voted for San Diego. We can make a final decision at the next meeting. **Done.**
6. Rachel will send out a call for Workshops and Symposia for the 2022 meeting. **Done.**
7. Rachel and Roberta will meet to follow up on CVent (regarding abstract submission portal). **Done.**
8. Kirsten will send Sadie the report that she shared on her screen during the meeting (this will be Report #7). **Can take off list—similar to a report from today.**
9. Laney will send a modified description of the HELPS program that ExCo can vote on at the next meeting. **Done.**
10. Kristin will send Sadie an agenda item and report to Sadie proposing to modify silent auction proceeds from student travel to HELPS fund in 2022. **Done.**
11. Rob will ask Dave Craig about the timing of request for contributions to the Former Chairs fund. **Done.**
12. Rob will check in with Michele Kissling about Conservation Grants. **Done.**
13. Rob will email Katie and Jane regarding the need for Survey Monkey this year and in the future. He will cc Marc. **Rob will check with Kirsten about when the Survey Monkey subscription ends.**
14. Kirsten will email Marc the names of the people she's received sponsorship funds from so the LoCo team doesn't double solicit from them. **Done.**
15. Sadie will add monthly agenda items for a) LoCo meeting report/update, and b) Program update, through the 2022 meeting. Marc and Rachel, respectively, will send monthly reports to Sadie for those two agenda items. **Done.**
16. Kirsten will transfer \$16.6k from general funds to the endowment fund to cover the last 3 years of publication costs. **Done.**
17. Roberta (and others?) will review the PSG Google Drive and determine if files are shared sufficiently or need to be restructured. **Roberta will set up a meeting for herself, Rob, Sadie, and Wieteke to meet to review the Google Drive together.**
18. Rob will work with interim Code of Conduct committee to respond to listserv about recent emails. Rob will also draft a more immediate listserv post from ExCo notifying the listserv about the code of conduct review. **Done.**
19. Wieteke will look into setting up a group or alias for PSG ExCo in Google. **Done.**

2. PROPOSAL TO MODIFY SILENT AUCTION PROCEEDS

Overview: Kristin—we haven't touch student travel funds from past silent auctions in two years, so we have a build up of funding (~\$8,800), which is pretty comfortable for San Diego and the future. So we're proposing to keep those past funds dedicated to student travel because that's what we said it would be for. But we're thinking for 2022 there could be a better way to spend future silent auction proceeds. I was chatting with some students and we think the best way to use future silent auction proceeds is for student research directly, which is the heart of what we do. There are always additional student research applicants that we would like to support and don't have enough funding for. In talking to the HELPS Committee and Communications Committee, we thought we could earmark (if we fund two extra awards) one of the student research grants to go to someone from a historically excluded group or

someone not from North America. Or if we fund 3 extra awards, two could go to those groups, and 1 to someone from North America. That's the gist of the proposal, are there any questions?

Question: What proportion of silent auction proceeds would go towards travel and what proportion would go towards research grants?

Comment: I was thinking that all of the 2022 auction proceeds would go toward student research awards. But we could split it depending on how much we receive. We could say that we will fund 3 student research grants, and anything above that would go to student travel. That would be \$3,000 in grant because grants are usually \$1,000 each. Anything over \$3,000 could go to travel.

Question: Any thoughts? We've got \$8,800 in travel.

Comment: It may not be a student travel or student research issue, but I will be in plug that we do have early career scientists that are in jobs that don't pay very well, and I would challenge us to come up with a way to help pay for their travel. I think we lose those people who can't pay for their travel to come to meetings. Those people may need help.

Comment: I think that's an important group as well. I'll let Laney talk, because I think her proposal today deals with that exact issue.

Comment: Yes, thanks for bringing that up, Marc. I was just thinking for this year, and we discussed this last meeting, so I put a proposal for broadening HELPS funds use to include registration costs for ECS, but of course for in-person meetings, that's a potential gap and issue. I think Kristin's idea is great, and we had discussed that, but I had just thinking about this year.

Written Chat: Roberta—what if we use proceeds from merchandise sales to fund ECS travel?

Comment: In years past, the student travel grants have been open to ECS for travel to meetings, but I don't know if the funds came from the same place.

Question: What does everyone think of using money from merchandise for ECS travel? We can put it on the agenda for next meeting. Today we need to think about Kristin's proposal. When we were talking to the UK Seabird Group we learned that they earn funds year around from merchandise funds. We have lots of good seabird artists.

Comment: I really like that idea. I do think the ECS group falls through the cracks from time to time. I was more financially unstable as a field tech jumping from job to job than I am as a grad student.

Question: So for today, is everyone okay for this year if the silent auction proceeds go to,,, student research grants, in their entirety? Future years proceeds would go to travel? Okay, I see nodding heads. We need a motion.

Motion to use silent auction proceeds from the 2022 meeting for student research grants, and for future years, proceeds will be used for student travel to the meeting (as in past years); moved by Marc, Peter seconds.

Abstentions, 0: Nays, 0: Yays, 11, motion passed unanimously

3. PROPOSAL TO EXPAND THE USE OF HELPS FUND

Overview: Okay, so this is putting into writing what we discussed at the last ExCo meeting about; all of the current HELPS fund will be used to ECS and student memberships because that's what they were collected for. But for future years, the HELPS fund could also be used to help ECS and students attend the annual meeting (registration). I can just have them fill out a brief questionnaire through Google form that I and one or two other people could review, with a few questions about why they want to attend the meeting, and go from there.

Question: Any questions for Laney?

Question: Laney, how would we functionally go about initiating that? Can you step me through it? We've been working with CVent and we have a question in the registration form about whether they need assistance. How would that work best for you? Should we direct them to you when they fill out that form?

Comment: I'm planning right now to advertise with any new and current applicants with the HELPS program—I'll let them know this year. And it would be great if you could specify via CVent that students or ECS folks get in touch with me. How does that work? Do they need to explain anything, or just check a box?

Comment: We have a short dialogue box where they can explain that. But we can revise that however you want. Right now the question is broad enough that it covers ECS and others. We may have to wordsmith that a little bit.

Comment: My thought would be for the initial step in the registration process if people indicate that they are a member, they could learn about the HELPS program, and in the financial assistance section if they are an ECS, if they could indicate that, we could draw on HELPS funds to cover that.

Comment: I'll talk with Adrian to see. Roberta do you remember the order of the questions? The question about financial support may come before membership, but ideally we would want it to come after because we'd want the question to direct people to the HELPS at the membership section if they are currently non-members?

Comment: I don't remember where it is either.

Comment: We'll get with Adrian, and Laney if you don't mind, we can have Adrian and Erin get in touch with you to make sure the way CVent is presenting it jives with what you are thinking.

Comment: That sounds good.

Comment: I thought there was a check box for if you want financial assistance, and a text box where you explain why you want it. That would help parse out where to direct them for help. I'd have to look at that too.

Marc will get in touch with Adrian and Erin and ask them to get in touch with Laney about the CVent registration questionnaire in order to shape the questions about financial assistance.

Question: Are we good there? We need to vote. Any additional thoughts? We have a vote before us.

Motion to use HELPS funds starting in 2022 not only for student and ECS membership and registration (whereas previously it was just for membership). Moved by Rachel, Rob and Laura second.

Abstentions, 0: Nays, 0: Yays, 11, motion passed unanimously

4. 2022 LOCAL COMMITTEE MEETING UPDATE

Overview: Planning for the meeting has been moving forward, we've had a couple of meetings already. So far so good. We are hoping to go live on the registration website on November 1, but wanted to run a couple of things by ExCo to make sure everyone is comfortable with the fee schedule and timing—which is included in the report I sent out. No big difference in the fees. I believe about \$20 cheaper this year; which is reflected in all categories. We currently have an early bird registration that ends January 8th, and then go to the Full or Late registration on the 9th. We currently have registration ending on Feb. 19, which the meeting is scheduled to begin on Feb. 23rd, but we are flexible on that. In the past we've picked up a few registrations during the meeting or in the days right before the meeting, but this does add a lot of work for us and particularly our contractor. So we can discuss that. Other than that, a couple of the main issues we are facing so far; first, we are understaffed in a couple of key areas, so I'd like to make a pitch if you can help or know others that can help. We need help with field trips. As you know, field trips were well attended last year, and we do not have enough coverage in our field trips subcommittee, and that's a need that we will have from now until through the meeting. We need to work with them throughout the process—blurbs about what they're doing and uploading their videos. We have one person who stepped up, but they need help, and I will need help because I'm stepping in for that. So I'm putting in a plug for that. Next, sponsorship and fundraising. And specifically, our regional reps, I'm asking you now. We have a couple of great people, Kim Nelson and Quinn Carvey, are working on sponsorships. The letters are starting to go out now, but we really need regional reps to help. We've had a lot of success in the past when regional reps speak directly to people in their region—requests from familiar people are great. If you are willing to help, please contact me at my LOCO email. We will have an updated Google Sheet to show who we've contacted so far. We need help contacting people on the list who have not been contacted, and also adding new contacts to the list. And “C” if you don't have time to contact people, we need your help reviewing the list to let us know if the contact information on the sheet has changed for those contacts. Other than that, we are moving along well. Shout out to Kristin and the student events subcommittee. They are off and running—they're doing their own thing and that's the best.

LOCO needs help with the Field Trips subcommittee. If you can help or know others who may be able to help, please let Marc know.

LOCO needs help with fundraising/sponsorships at 3 levels: a) contacting people on the Google Sheet Marc maintains with contact info for potential sponsors, b) adding potential sponsors to the Google Sheet, and c) reviewing the sponsor contact info on the Google Sheet and updating with current/new contact information for those folks/positions. If you are willing to help, please contact Marc at the PSG LOCO email address: locochair@pacificseabirdgroup.org

Written Chat: The student events subcommittee is currently looking for 4-5 folks to serve on the ECS panel. Please email Kristin if you have ideas for who that could be.

Written Chat/Question: Kristin, are those panelists meant to be ECS-stage or more senior?

Written Chat: We try to get a range, mostly early-mid career. We could also have 1 more senior person.

If you have ideas for who could participate in the ECS panel during the 2022 meeting, please email Kristin.

Overview: The ECS panel is a very popular event at the meeting. Our next meeting is next week on Nov. 3, so if any of you want to join, the contact info and meeting info is in my report. Justine is hoping to get any feedback we have on the fee schedule or timing in changes in fees by COB tomorrow, so if you have any issues with that, see the registration section of my report, and let me know if you want to see any changes in that by COB tomorrow. Any questions?

Question: In terms of the registration date, I know it was a big pain that people were registering all the way into the meeting, but I feel like we could accept registration through Monday and Tuesday of the meeting because those days should be lighter for Jen. I'm not saying we should accept them through the whole meeting, but I wonder how many we'd miss. I'd like to have registration through Tuesday.

Comment: I think that's reasonable Roberta. What do others think? One thing we should consider is that last year we told people there could be a considerable lag if you register late between registering and getting your login information. However, last year, Jen and her team were able to get logins to people pretty fast. This year, however, because we are short staffed and people will be stretched thin, there will likely be a big lag between when a person registers (when they register "late") and when they get their login information. If someone registers on Wednesday morning, expecting to see the plenary, they may not be able to, particularly because a lot of our support is in Hawaii.

Comment: That makes sense. It is possible that Jen and Adrian will figure out a better process for coordinating Cvent and WHOVA better. One thing we could do is say, okay we are done on Tuesday, but if it is possible, we could open it up during the conference?

Comment: Okay, that sounds good. Is anyone opposed to that?

Comment: It seems fair, Marc, to provide the caveat you suggested about potential delays.

Comment: Okay, I'll make that change.

Comment: I had one more thought regarding regional reps. Should we send them a directed email for the folks that are not here today?

Comment: Yes, I am planning to follow up with them with a directed email.

Question: Do we need to vote on the revised fee schedule?

Comment: That's a question I wanted to bring up to Rob. Adrian said on a call that ExCo typically approves the fee schedule for the meeting, but doesn't that happen during the budget phase? I'm happy to have a vote on it, but I think the fee is less than we proposed in the budget. At the last ExCo meeting we agreed that we could take into consideration some of the sponsorship we've already received and lower the registration fee as a result.

Comment: I don't remember approving the registration fee separate from the budget—it was one package so I think we're good. I have one follow up question—are we planning on having the ExCo meeting on Monday?

Question: Any reason anyone does NOT want to have the ExCo meeting on Monday?

Comment: It's a federal holiday, but I'll be on it regardless.

Comment: The reason we moved it to a Monday is because a lot of ExCo are on the Tuesday meetings.

Comment: I'm good with Monday.

Comment: Okay, let's plan on Monday. It seems like the core folks who would need to be there are good with it.

Question: I think it's a good idea as well. Do you want me to schedule that now to hold that time?

Comment: Yes, holding that day would be good.

Question: The full day? 8-5pm.

Comment: I don't think we need the whole day. Maybe 8-noon Pacific Time. Maybe a half day.

Comment: I think it was 9-noon last year.

Comment: We can start later and not torture Hawaii. Maybe we should get some feedback from folks. Maybe propose a time? Four hours is plenty.

Comment: The key is that we know we need to hold that day. We can sort out the timing later.

Sadie will send an invite asking people to hold time on their calendar for an ExCo meeting the first day of the 2022 PSG Meeting (February 21; ~10am-2pm PT).

Comment: Okay, if we're done with the LOCO Update, we can move on.

5. 2022 MEETING PROGRAM UPDATE

Overview: I did have a couple of really good proposals for both workshops and some special sessions. One workshop with Wieteke and others regarding *Pacific Seabirds* and the future of that is proposed as a workshop. As well as potentially one related to equity and justice and moving the conversation to the next step and thinking about safety, inclusion, and communication in the field and lab. And again, the EIJ (DEIJ) committee may work with the field work initiative that has training that they do. I'm not sure if they'll work with a facilitator, something like that coming on the heels on some of the not safe and inclusive communication on the listserv would be valuable to do as an organization. And some of the papers/symposia, some of these are in the call for abstracts like seabirds and indigenous cultures, the seabird mass mortality event at Middleton Island, seabirds as indicators—this is a session has been proposed by George Divoky, Henry Kete, and David Ainley—they want to highlight talks that are looking not just at seabirds as indicators, but seabirds as indicators but showing data on the pathway by which seabirds are indicating the oceanographic characteristic (chlorophyll, etc.), how is that causing the change in seabird biology. Those are up for their speakers to submit as well as unsolicited talks. And some of the NOAA folks are looking at a symposium on use of data in ecosystem based fisheries management. Similar to seabirds as indicators, but more focused on fisheries management. So those are all interesting. The call for abstracts is live. I was struggling with Cvent emails for a variety of reasons, so the initial email to membership did not go out as well as it could have, but once the registration is live, follow up emails will be easier. Let me know if you run into any issues. Working on plenary speakers. I know we don't want to spin our wheels on making a difference in policy in science, so there is someone I know at NWF (not the person who worked at NatGeo), a different person who is their vice president in environmental justice and community revitalization and his name is Mustafa Santiago Ali. He is a very inspirational speaker about science. He was the senior environmental justice and equity policy advisor at the EPA for like 24 years, and speaking about the value of science and clean water and clean air and climate, and the value that scientists have in engaging with communities. I would love any updates on any potential awardees that we would have, or if you have thoughts on potential plenary speakers who

is doing more seabird work with communities or indigenous communities. I have been doing a lot of searching but have not found probable names.

Comment: I had a really great scientific program committee member last year who came up with ¾ of my names for speakers. I think it's Amelia. There were two people who really helped in that way. I'll look back through my emails and send those to you. I'll connect you guys.

Comment: Thank you.

Everyone: if you have good ideas for a possible plenary speaker (particularly an ECS, or someone who works with indigenous communities with seabirds), or updates on possible awardees, send those to Rachel.

Roberta will search her emails and connect Rachel with 1-2 people who provided her with a number of good plenary speaker suggestions last year.

Comment: I think there are currently 5 plenary speaker slots. We've talked about not necessarily needing all of those. Rob, I don't know what the award nominations are looking like, but I know we've said that we have all three of the awardees for special achievement, lifetime, and early career, they don't have to give talks, but they sometimes do. So I want to make sure we organize the program to hold space for that.

Comment: I haven't received any applications for lifetime achievement or special achievement award. I'm forcing one for special achievement award, but I don't think they would give a presentation. But the early career is an award that generally doesn't have a presentation. At the last in person meeting, Mark Rauzon donated the travel funds for the early career person to travel to the meeting. We would try to resume something like that at the next in person meeting.

Comment: At the last meeting, I picked someone and it was like another plenary, but I tried to pick an early career person. Early Achievement in Research and Science Communications.

Comment: I think I heard early achievement and thought it was an award. They are ending up as an invited speaker. So please guys, if you do have thoughts, please send those to me (Rachel). Any questions/thoughts?

Comment: Sounds good. I'm glad you got several ideas for workshops and symposia because last year I got nothing. It was all internal suggestions.

Comment: And depending on some of these groups, none have given me a formal proposal, but depending on what we receive we can lump in other categories.

6. TREASURER'S UPDATE

Overview: Kirsten is not here, but she asked us to review the one page report she compiled, which includes account balances, invoices and bookkeeping are up to date, she transferred funds from the endowment funds to cover publication costs, and quarterly reports from April-June and July-August have been requested from the accountant and she'll submit to ExCo when received. Any questions for Kirsten?

Comment: It looks like everything is in good order, as always with Kirsten.

Comment: Yes. She also sent two more detailed reports to all of us via email this morning.

Comment: If no one has any questions now, we can follow up with Kirsten next time or separately.

7. 50th (2023) MEETING LOCATION

Overview: This is for report #7. I sent out that poll to the listserv on Sept 1, and had 213 responses with 66 comments. I add the summary of the responses to the report, and pasted all the comments down below. 78% strong support to have the meeting in San Diego. The 22% who preferred Seattle had some strong opinions about the meeting being in Seattle as reminder of the 50th. A lot of the support for San Diego aligned with what we've talked about in ExCo; lots of opportunity for field trips, and big thank you and appreciation for the organizers of the San Diego meeting, and wanting to use that effort to help out with the 2023 meeting. People thought San Diego was a great place for a February meeting. The PSG members and listserv have spoken. Is there any reason we wouldn't follow their vote? If there isn't any reason, I will follow up with an email to the listserv letting people know. And I'll let Nacho and the LOCO know as well. If that sounds good?

Comment: Are we concerned about any backlash we might get from people who really wanted it Seattle? Most people wanted it in San Diego.

Comment: It seems like all of the planning for San Diego has happened a couple of times. San Diego venues have been selected. I like that San Diego has a lot of outdoor options, which in a year and a half from now, Covid may still be a thing to a degree. Air, people, masks. San Diego provides more opportunity than most places in Seattle for outdoor venues. I'm sick of replanning things over and over, so would rather go with a planned option. There may be some people who want to have it in Seattle for the symbolic gesture, but there is a lot of support for San Diego, the good planned logistics, a lot of enthusiasm for Seattle. We would hope this poll could be extrapolated across the whole membership.

Comment: Seattle seems like a good, defensible option with a lot of support. Rob, are we thinking, or is 2024 going to be Costa Rica?

Comment: Potentially.

Comment: The WbS is looking at late 2024, early 2025. So it would be us deciding what we want to do for 2024 and 2025 meetings. So for us it might be more impacting the 2025 meeting.

Comment: We could potentially go back to Seattle in 2024. We could think about this some more. For nostalgia sake, we could have this meeting in Seattle. So I can draft a letter for ExCo to think about first. Rachel, your point I forgot to mention, the venue in San Diego is much better for outdoor events and outdoor gatherings, than anything that we could find in Seattle, to help to mitigate Covid.

Comment: Thanks Rob, I didn't mean to suggest that we go against trend to have the meeting in San Diego in 2023, I was wondering if in your email to the listserv announcing the 2023 meeting in San Diego if it would be worth suggesting that we could return to Seattle in the near future.

Comment: Good point, thanks.

Comment: I liked some of the suggestions and comments from the poll for things that we could do to honor the first meeting in Seattle, while having it in San Diego. For example at the first meeting they had an event at an aquarium, so maybe we could do that in San Diego and really parallel that first meeting in

other ways. I agree with Rachel, the outdoor options in San Diego seems like a safer bet at this point. We might freak out crammed together in a conference room. Thanks Rob. Do we need to do anything to address this in any way? You are planning to draft an email to the listserv that you'll send to ExCo to review?

Comment: Yes, I'll get that done next week if you could take a look at that and let me know if there are any concerns or issues. I think it is important that we use caution and get the right message out for the right reasons, in addition to this popular vote. I expect there will be some complaining.

Rob will draft an email for ExCo review regarding notification of the listserv of the 2023 Annual Meeting being held in San Diego.

Comment: Ok, next is the Code of Conduct Committee update.

8. CODE OF CONDUCT COMMITTEE UPDATE (Terms of Reference)

Overview: The summary is, we are making really good progress. So there is an interim code of conduct committee, and before these most recent two cases that we forwarded to them, they didn't have Terms of Reference to work off of, and that's my fault for not pushing the development of that committee. I caught up on that, drafted a terms of reference, and Julia, Michelle, and Scott reviewed it. This is working out well in that it's providing some cases for them to think about, and for all of us to think about what that terms of reference should look like, regarding scope and their reach as a code of conduct committee, and also any type of actions following up any type of violations of the Code of Conduct. So they met first to revise and edit that draft Terms of Reference. They sent it back to us. Unfortunately, there were of course some people on leave, so some complications that extended the conversation. They sent the revision to us, we sent a revision back to them. "We" being the ExCo officers. And now, they received our feedback last weekend, responded to us this week, and we will meet with them sometime in the next couple of weeks to finalize the terms of reference and they will meet to review the cases. And to remind you, the cases are the posts on the listserv about population control that Wieteke made and received a personal attack directly from Sandy Bartle, and then also another recent situation that Roberta posted on the listserv again on the same topic, and received again a direct emails harassment from George Divoky and Pat Baird. And the second case has been a chronic issue over the years, so we just wanted the code of conduct committee to chime in on that. I put in this report a timeline of what went on so we have that as a record. Moving forward, we'll put together, we'll meet with the Code of Conduct committee next week. And that will be the ExCo officers and Code of Conduct Committee. Roberta, what are thinking after that? We'll report back to ExCo? They'll take the cases forward, but we'll help with the terms of reference next week. Are you thinking we should bring the terms of reference back to full ExCo to review at the next meeting?

Comment: If you think it needs a vote, then I think we should bring it back to the next meeting. I was just thinking we would meet with the code of conduct committee and they could move forward. But I think you're right, it's pretty important, so we do need to vote on it, so we should plan on that.

Comment: I'm not thinking we need a vote. In terms of, we meet with them, we hammer out the final draft of the terms of reference, it would be good to have the broader ExCo take a look at that terms of references to see if they have any input before we say it's final and post it on the web.

Comment: I think that sounds good. I see some nodding heads, so I think people are in concurrence with that.

Comment: As a quick check in for ExCo officers, how does the next couple of weeks look for you? I can send out a Doodle poll. If you can't make it, that's fine. Is anyone going to be on leave, or should I throw out some dates?

Comment: I need a doodle poll, I have scattered meetings, and off island a bit.

Comment: I have a few windows next week, but I'm pretty booked next week, but my schedule is more open after that.

Comment: The week of the 8th-12th looks good for me, and the next week is training all day, so that will be a rough week.

Comment: Okay, our goal is to meet next week, so the 1st-5th would be ideal.

ExCo Officers will meet with Code of Conduct Committee to discuss/finalize the Terms of Reference for that committee.

Rob will share the Terms of Reference with the broader ExCo via email for review.

Comment: Rob, I don't know if you want to mention that for the rest of ExCo, some of the conversation around the terms of reference is focused on the scope of the code of conduct committee. So one of the drafts only applies to interactions at a PSG event or in a PSG venue, but that it's complicated, so the reach of the committee is not to police people's private lives, but I think a lot of us feel like if as professionals we're interacting kind of related to PSG I don't want to see someone sending, like what has happened, in emails privately to another PSG member that are entirely inappropriate. Or like at a dinner at a PSG meeting that is off venue but is between PSG members that is entirely inappropriate that is harassing professionally or sexually or otherwise. I think those things do become something that PSG wants to be able to say No, we don't want you and your interactions with other people, we don't want to be hosting you at our meetings and listserv or other venues. At least having that be on the table. It's a challenging line to draw, and having some examples has been helpful to think about.

Comment: To summarize our responses, our recommendations were to broaden the reach of the code of conduct committee, more so than what they had narrowed it to. Michelle's email was that they had accepted most of our edits and just had a few items they wanted to chat about. That was one of the big topics that we had diverged on quite a bit.

Comment: I agree with Rachel's assessment and opinion, and agree with your summary, Rob.

Comment: Thank you, for everyone who is putting time into this. I know it's not comfortable at times, and it's not easy, your efforts are appreciated very much.

Comment: Thanks Marc, it's not easy, and it is uncomfortable, but it has to be done or it will continue.

Question: I had a question related to this, slightly off topic. We had discussed at least a temporary ban on Sandy Bartle on the listserv after everything that happened, but he's still posting on the listserv, so I was just curious what happened?

Comment: We didn't want to be pre-decisional about banning Sandy. The listserv moderator is concerned that the communication was off the listserv, so she didn't feel comfortable banning him from the listserv. We want it to be a defensible process, before we punished him, that's why it's taking so

long. We might just have to give him a warning and let him know that next time he's cut off. We talked about that, but as the discussions went forward, we didn't want it to look spurious that we ban him before we go through the process to get a recommendation from the code of conduct committee. I feel bad about that, I think his posts have been appropriate, but it's probably still uncomfortable for people who have been attacked by him. Anyone else have a better response?

Comment: I think there was some disagreement between Rob, Roberta, and myself and the listserv moderator about whether or not it was appropriate to ban someone from the listserv for their communications off the listserv. If you take it to a more extreme level, if someone was sending sexually explicit material to anybody (privately) who posts on the listserv, we would say No, get them off the listserv. They are not allowed to be on here if they are selecting people to harass based on who is posting publically, even if the harassment is occurring privately. We would say, Absolutely not. Or if they were doing that to people who were presenting at a PSG meeting. Even if those behaviors happened privately. So that's the crux of the conversation we're having about where is the line for PSG. You can probably tell what I think. If there is a nexus, it's pretty clear, I don't care if you're doing the inappropriate things privately. I would have banned him, but we want to go through this process first, and then if the code of conduct committee is able to say in the future that action can be taken earlier can be easier to do in the future.

Comment: Thanks for asking that question, Kristin, I was wondering the same thing. Hopefully this more detailed discussion on the terms of reference makes it clearer that we are able to have someone taken off the listserv while the code of conduct is reviewing the case.

Comment: Thanks Rachel for summing that up. I was kind of shocked, what do you mean we're not going to block him. Along those lines, the code of conduct committee with their first edits, they would've followed the same guidance, and that's what we pushed back on. They thought our reach was not outside of a PSG event, and for members. But we need to change that. Non-members can register as a non-member. I was surprised too that the code of conduct committee thought that was outside of our scope. So we'll talk about that some more. We pushed back, and it seemed like they agreed and we'll see to what level when we chat with them.

Written Chat: Wieteke typed that the ESA has useful code of conduct info on their website: <https://www.esa.org/events/code-of-conduct-for-esa-events/> and <https://www.esa.org/about/code-of-ethics/> and <https://www.esa.org/about/online-community-participation-rules/>

Comment: Thanks guys, I would echo Marc that we appreciate the time that you all are putting into this. I don't envy your position.

Comment: In the end it will save a lot of time.

Comment: Yeah, hopefully so. Thanks everyone.

Comment: We've spent a lot of time on this issue outside of these meetings.

Comment: And about the terms of reference, we're trying to make this all encompassing. The question is, what if there is a complaint against all of ExCo? What's the chain of command? It doesn't apply in this case, but we need to set that for the future.

Comment: That's a good point. They could in the future be getting complaints about all of ExCo. So it's fair to look at all of that as well. Okay, so if we're done with that for now, we can move on to my update.

9. COORDINATION WITH THE SEABIRD GROUP, UK

Overview: Actually they cover Europe too, so I don't want to make that mistake. We had a really nice call with them last week. Essentially, they want more communication with us, and we want more with them, so we can share ideas and things that have worked, and not always be reinventing the wheel. And they have similar issues to us, like with EID activities, and some people are fighting back saying that's not their mission and not something they should be spending time on. Their "ExCo" wants to engage in that and progress with society as it's progressing, so they're doing all those activities. We are impressed with their merchandising, so Peter and I are following up with them on that. They have a t-shirt shop, and member artists put the art on the shirts. And they have a good variety of shirts and art work that they generated through an art contest, and the top 3 winners got prizes and designs on the t shirts, and included more art than just the winners. They use the t shirt sales to support LGBT and STEM. I would love to do an art contest and have year around great t shirts. We have great artists. And could make more money year around. Our feature artists for our meeting logos are really fantastic, but I know there are a lot more artists at PSG. They would like to collaborate a bit better on DEI with us. They have an action plan that I included the link in my report. <http://www.seabirdgroup.org.uk/files/EDI-action-plan.pdf> You can check out their action plan at this site. That may be something we want to do at some point. They would like to put on some workshops for EID and talk to our EID committee. So if it hasn't been done already, we'll link them up via email, so they can talk about what worked at our successful workshop. They also expressed an interest to attend our workshop. So we wanted to test the idea of having 2-3 of their EID members come to our EID workshop for free. That's up to our EID committee, but it would be in the name of collaboration, finding a way that they could join us and learn from us and extend their EID work. We asked them about joint events. They talked about joint events. So if anyone has any idea of joint event we could do together. We are going to meet with them again after our meeting. They'd like to meet a couple of times a year. We get questions about what we do for our membership outside of our annual event. They have a newsletter that goes out 3x a year. So in the summer they report out on research and conservation work in the UK and Europe—or in general they report on research and conservation, and in the summer it's focused on breeding season reports. They also report on work done by grantees. And they also feature a spotlight on a seabird biologist and interview them and do a little article on them. So that would be great stuff for us to do as well. It sounds like a lot of work, so we'd need to have a committed person doing that, so the actual logistics of having someone do that is a real challenge. So we'll start with a quarterly report. Who was on that meeting? Nina, did I miss anything?

Roberta will link the PSG and The Seabird Group DEI committees for increased coordination/information sharing.

Comment: No that was great.

Question: And Peter, did I miss anything?

Comment: That was a nice summary.

Comment: If anybody wants to be on those conversations, let us know. They're a really great group of people. Just really fun to talk to. Really positive. I think we get along with them really well. I think we're going to get a communications report?

Comment: Yes, our modified agenda. I think Wieteke is going to get us a communications update.

10. COMMUNICATIONS COMMITTEE UPDATE

Overview: We don't have a whole lot. Broadly, Anna and I are trying to help as much as we can with the Local Committee and prepping for the Annual Meeting. The two items I had in our report are basically a draft of the policy language in relation to PSG fundraising support. This is a conversation we had about a non-profit in South America requesting that PSG share their request for contributions for a biological field station. We put together some criteria and standards for what fundraiser share requests should encapsulate, and also the review process. It's pretty short and sweet, it's in my report. I'm not sure of the processes we need to follow to adopt this policy or edit. It's there to review, we can always come back to it at the next PSG ExCo meeting. No rush. The other item is a website update request. Not sure if we need to have that voted on. Myself and the membership committee—we sent out a call for PSG student members and ECS to do a quick intro about themselves, a photo, where they work, a quick overview of their research to just illustrate the Faces of PSG, with the hope of putting that up on the website, to show that we are a real group of people, that we're not all virtual. We've been collecting that. I also did something like that for the Corresponding Members Committee, to just ask them to send a photo of themselves doing field work, or whatever they do, a quick bio, again the same idea, to put it up on the website. I'm planning on revising the student/ECS page, and putting more resources there for our students and early career scientists. And also highlighting the Corresponding MC. I'm sure that structure will change over time, that's what I'm proposing to do. The Faces of PSG format may look somewhat similar to the Tips from Former Chairs page if you want to see what that looks like. So I wanted to ask ExCo before proceeding with any changes.

Comment: I like that Faces of PSG idea. I think we could even include a link the Quarterly update featuring one person, so people could go to that.

Comment: Yes, definitely.

Comment: Okay, no one's said anything so tacit approval. Thank you.

Comment: That's all I got for now.

Comment: That's the end of our agenda. Does anyone else have anything they want to bring up.

Comment: I forgot to bring this up in my LOCO report. We are in desperate need for field trip ideas. If you know anyone who may be able to help, please let me know. Last year there were so many good field trips, we're not going to be able to reach that again. But if you have any good ideas, please send those to me.

Comment: Those field trips were great last year. Was there one about the Farallon Island last year?

Comment: No, I don't think so.

Comment: I think that would be a great place to do one this year. And also, someone recently gave a presentation about Cassin's Auklet that could be a great field trip. She was showing how they nest in next boxes. There was also an artistic structure in San Francisco with Cassin's Auklet nest boxes. Something like that would be really neat.

Comment: Great, yeah.

Question: I'm wondering too if it would be worth identifying people in different countries or regions who could help us? Last year, Yasuko from Bird Life International was very helpful in identifying people to help. Yasuko would be one person and there are others we could ask from different areas.

Comment: Yeah, thank you. I do know Yasuko so I will contact her.

Question: Any other ideas? We need to vote to adjourn the meeting.

Sadie rattles through all the action items highlighted in red text above.

Comment: Another person who comes to mind is Ann Harding in Alaska. With the seabird youth network. They've done some awesome work with native communities in Alaska.

Comment: I know someone at Gwai Hanas—I could contact her to see if one of their organization's leaders could be appropriate.

Comment: Rachel, I was going to talk to you offline about an elder at St. Paul and St. George. He's a fantastic speaker who would speak to the entire ecosystem. He holds seabirds very dear. A very emotional speaker. I'll contact you offline to see if that would be appropriate.

Comment: That sounds good.

Written Chat: Nina—Liz from TSG was keen to link the ECR reps, so Kristin I can introduce you via email to Zoe Deakin if that sounds okay.

Nina will introduce Kristin to Zoe Deakin via email.

Comment: That sounds awesome, thank you Nina!

Question: Do we have anything else we want to discuss today? It doesn't look like it. Do we have the date for the next meeting?

Comment: I'll send out a poll for next month's meeting this afternoon or tomorrow. I'm thinking the week after Thanksgiving, unless anyone has any red flags with that? No, okay.

Comment: Sounds good. We need a motion to adjourn.

Motion to adjourn the meeting; moved by Rachel, Peter seconds.

Abstentions, 0: Nays, 0: Yays, 11, motion passed unanimously