

## MINUTES OF THE PACIFIC SEABIRD GROUP EXECUTIVE COUNCIL

1 February 2023 Zoom Conference Call  
9:00-10:30am (Pacific Standard Time – UTC-8)  
Amended and approved on 14 February 2023

**Present:** Roberta Swift (Past Chair), Sadie Wright (Secretary), Dick Veit (Chair-Elect), Jenny Howard McKee (Treasurer), Sarah Ann Thompson (Northern California Regional Representative), Peter Hodum (Vice Chair for Conservation), Alexis Will (Alaska/Russia Regional Representative) [7].

**Present (exited in report #2):** Karen Lau Alarcon (Student Representative) [1].

**Present (joined during review of action items):** Laura Koehn (Washington/Oregon Regional Representative) [1].

**Present (joined in report #1):** José Ramirez-Garofalo (Non-Pacific U.S. States Regional Representative) [1].

**Absent:** Rachel Sprague (Chair), Kerry Woo (Canada Regional Representative), Tegan Carpenter-Kling (Europe/Africa Regional Representative), JB Thiebot (Asia/Oceania Regional Representative), Cristián Suazo (S. California, Latin America, Hawaii Regional Representative) [5].

**Others present:** Wieteke Holthuijzen (Corresponding Members Committee Co-Coordinator and Communications Committee Co-Coordinator), Nacho Vilchis (Local Committee Chair), Laney White (Communications Committee Co-Coordinator), Louise Blight (Managing Editor of Marine Ornithology) [4].

Review of participants/roll call.

### WELCOME, INTRODUCTIONS, & REVIEW AGENDA

Comment: I (Roberta) am running the meeting today because Rachel is unavailable. Forgive me if I head down the wrong path. Thanks for sending the agenda. The first item is roll call and approving the agenda. Do anyone have additions for the agenda?

Comment: If there is time, I'd like to bring up this issue of a "history of PSG" session at the annual meeting. It's not critical.

Comment: Okay.

Comment: Do you want to do that in your program update?

Comment: Okay.

Comment: For roll call, it looks like I have everyone, and we actually have a quorum so that will make motions easier.

Comment: Okay, any other thoughts about the agenda?

Motion to approve the Agenda with slight modification: moved by Peter, seconded by Dick.

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

## 1. APPROVE 4 JANUARY 2023 MINUTES

Questions: The next item is to approve the minutes from our last 4 January 2023 ExCo Meeting. Are there any questions or additions or notes from anyone about our last meeting's minutes? All right, hearing none, is there a motion to approve the January 4<sup>th</sup> minutes as they are?

Motion to approve the 4 January 2023 minutes; moved by Dick, seconded by Sarah Ann.

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

## REVIEW 4 JANUARY ACTION ITEMS

1. Rachel/Sadie will touch base regarding adding an agenda item to discuss workshops between meetings. **Turn this into an Annual Meeting discussion item.**
2. Rachel will draft language regarding 1) monthly listserv emails from ExCo email, 2) responses to potential Code of Conduct violation incidents, and 3) guidance for appropriate listserv content for the Code of Conduct Committee to review. **Done.**
3. Jenny will reach out to dues-paying PSG membership via Wild Apricot to request recommendations for a new PSG Endowment Fund trustee. **Keep this.**
4. ExCo members and Committee Co-Chairs should enter their volunteer hours at this shared spreadsheet. **Done.**
5. Form an ad-hoc Committee to develop a proposed SOP for PSG listserv moderation: Rachel will reach out to Derek/EID. Wieteke will coordinate support from the Communications Committee. Roberta will also assist. Anyone else interested in helping draft a proposed SOP should contact Rachel. **Done.**
6. Rachel will ask Marc Romano to assist in contacting Theo and organizing a conversation about next steps for publishing Pacific Seabirds. This could be an Elections Committee task. **Done. Some discussion about next steps. General agreement that Sadie should compile Regional Reports within the ExCo Annual Report this year, and we will have a discussion about the next steps for Pacific Seabirds at the Annual Meeting or another near future PSG ExCo meeting.**
7. Rachel will follow up with the recommended lawyer with some questions about insurance coverage for PSG. **Keep this.**
8. PSG ExCo needs to develop a formal policy on ExCo/Committee lead registration waivers for consistent application in future years prior to the 2024 Annual Meeting. **Discuss at Annual Meeting or near future PSG ExCo meeting.**
9. Rachel will email ExCo and Committee leads to solicit interest in additional registration waivers for the 2023 Annual Meeting. **Done.**
10. Laney will submit a report for an agenda item at a near future PSG ExCo meeting to brainstorm committing a portion of unspecified PSG donations to the HELPS Program. **Keep this or discuss at Annual Meeting or near future PSG ExCo meeting.**
11. Sadie will email the Membership Committee and cc the Regional Reps and ask them to send the reps the email address for all PSG members in their respective regions. **Done.**
12. Kerry will send Sadie the email he used last year to solicit reports from PSG members in his region to share with the other regional reps. **Done.**
13. Roberta will coordinate with Louise on drafting an email soliciting a Managing Editor for Marine Ornithology to post on the listserv. **Done.**

## 2. MARINE ORNITHOLOGY SHORT TERM FUNDING REQUEST

Overview: I submitted a report about a request for short term financial support for the MO managing editor. Louise told us mid-year last year that she'd be moving on and we haven't been able to find someone to take over for her, so she's been kind enough to offer her time early this year and publish the first issue and train the new person. She estimated how much time that would take, and it would be between \$5k-\$8k between now and April. Essentially she would take the first couple of \$k out of the MO account and empty that out and the rest of the funds from the publications fund. We are not going to be able to vote on this, maybe we can do an email vote. I'd love it if Louise could jump in with details, and hear from Jenny on the funds.

Comment: By MO account, we meant the Canadian account, not the main one. A few years ago I transferred the MO funds under the treasurer's control into a Canadian banking account for ease of use and have been drawing from that for the past few years. That will need to be closed out anyway when I go. It's about \$2500 Canadian in there. About \$2k US I think.

Comment: You said in your report it was about \$3.3k Canadian and \$2500 US.

Comment: Good to know. Also good we have two good candidates that I will be able to train over the next few months until we get the April issue out. Then they can take over from there. We could offer one of the two candidates the assistant position because that's vacant also.

Comment: That's a great idea. Does anyone have any questions for Louise?

Comment: I would just say "Thank you, Louise!" for putting all of these pieces together and keeping MO going. It's really exciting that we have two good, enthusiastic volunteer candidates to take over the managing editor and assistant role for Marine Ornithology.

Comment: Yes, they both look really good. We are not familiar with them, but they seem very good. And good that we did this this way.

Comment: Thank you for all your work on MO for so long, Louise. I know you tried to get us going earlier, but we didn't get it done. But I'm hoping it's all going to work out anyway.

Comment: Everyone is really busy. I've told Rachel and Dick I'll keep doing this at the minimum number of hours to keep the lights on, or other little issues that come up. We have website issues that come up. I'm doing bare minimum things. No strategic or future planning.

Comment: So David Ainley is continuing on as editor?

Comment: He told me that he is continuing. He was prepared to quit without a managing editor, but he's enthusiastic about the CV of the lead person who can be managing editor, so that's great. David may step down at some point, and we need to think about what we'll do about that. I've tried to recruit younger and more diverse editorial staff, and they could be future candidates. What are we going to do about my idea of having MO published professionally? I see that as the way forward, but the new managing editor may not. I have something in place for the next couple of years, but we need to think beyond that.

Comment: We're going to need to have some conversations in the next year. Jenny, do you have any thoughts about the budget end of this?

Comment: Yeah, that amount would put us on the upper amount of withdrawing from the Publications Fund so I'm a little hesitant about withdrawing that much so early in the year, but I'll go back to the Endowment Fund Trustees and get their thoughts and approval on this. I definitely think Louise should be paid for her time, obviously, since she's stepping up and we don't have anyone. If it doesn't come out

of the publication fund, then maybe from the general fund, so we'll see how that plays out with the Annual Meeting.

Comment: Ok, well let us know.

Comment: It sounds like we have the \$2500 in the bank account that we can use for January/February expenses. Is that correct? The Canadian MO account?

Comment: Yes, that's right.

Comment: Do we need to vote on that? Or can Louise just use those funds until we can vote on the rest of the amount?

Comment: I'm not sure about that account.

Comment: I've always treated that as discretionary. We only have spent up to a couple of thousand dollars without consulting ExCo in the past.

Comment: It seems like you can use those funds until we can talk to the Endowment folks about the rest of it.

Comment: I didn't want to approve using it on myself.

Comment: Okay, well let's take a vote on it, so you feel like it's all above board. Can I get a motion on this?

Comment: I hate to be a stick in the mud, but I didn't get this report out to us a week in advance, so I don't think we can vote on this until next Tuesday since it's over \$2k.

Comment: Can we approve a smaller amount in the meantime? So Louise can get paid?

Comment: I think that if it's less than \$2k, then Rachel could approve it, as the Chair. So maybe that's our next step.

Comment: So we could move to support Rachel in approving up to \$2k from the Canadian fund to support Louise?

Comment: I'm thinking we don't even need to vote on it. For the record, does anyone have any issues with doing that? Let's move this onto Rachel's plate and do it via email, so it's all above board.

Comment: I'll take it as tacit approval to keep doing what I'm doing.

Comment: Okay, agreed.

Comment: I also wanted to note how much we rely on the Treasurer at certain times of the year. In the past, motions have been made to pay the Treasurer. It really takes a special skill set, and I'd like to support the idea of the Treasurer getting paid, or farming more out to Bookkeeper. The Treasurer does a lot for MO.

Comment: It's a lot. We're trying to farm out some of the tasks to a bookkeeper. In the meantime, we should discuss this more at a future meeting.

Comment: Thanks for your support, Louise. We'll likely end up having more done by a bookkeeper, and that will likely be a vote on a future agenda.

Comment: Rachel and Jenny have been corresponding with someone who may be a good option. Any more thoughts on the MO funds? My action item is to communicate with Rachel on this.

Roberta will communicate with Rachel soon about approving the use of up to \$2k from the Canadian MO account to cover Louise's time in the months ahead.

Comment: Another action item is that I will be reaching out to the Endowment trustees to get their thoughts as well.

Jenny will communicate with the Endowment Fund Trustees about the proposed draw down of the Publication Fund to cover MO short term needs prior to the Annual Meeting so we can vote on this item.

Comment: Thanks all. We'll be in touch about contacting the candidates.

Comment: Sounds good.

### 3. 2024 SEATTLE PSG MEETING PLANNING DISCUSSION

Overview: There are a few things we wanted to check in on. I know we're all getting ready to go to La Jolla, so it's a little strange, but we wanted to get your thoughts on the 2024 meeting in Seattle. There are three things that we wanted to check in on, not for a vote or anything, just to get thoughts. We are working with Justine, the event planner, and she's been a great help. We have questions about theme. We think theme gets picked by the chair, but we are getting the ball rolling on the logo, so we wanted thoughts on themes. Second, as far as location, we are leaning toward greater Seattle. There was talk of more of a destination location, but worried about people being about the get there. And if we have it in Tacoma, is that not really Seattle. We have a couple of locations near Renton. Timing is another thing. Typically it's the second week in February, but there are a couple of hotels that are already booked in February, but would be available in March. So we wanted to check in to see if folks are opposed to a March time frame for any reason, or if that's okay. Any thoughts on those 3 topics?

Comment: We had it in the Seattle Aquarium once and that was great!

Comment: How did you have the whole meeting there?!

Comment: I don't know, it was a smaller group back then, and I don't know about hotels.

Comment: I was at a wedding there and I don't remember any large spaces. But it would be a good banquet setting.

Comment: I think this was back in 1981, so it's been awhile. I think there were at least 100 people, so it wasn't tiny.

Comment: I have a thought about the theme. We definitely have to wait for the incoming program chair, because that's their role. I think it's okay to start working on a logo. You could provide them with some input, but that's definitely their thing. And as far as location, definitely cost is something to consider. With the meeting this year being so expensive, it would be nice to make next year's meeting less costly. But if it's further out of Seattle the location is less expensive, but more expensive for people to travel to.

Comment: As far as places like Renton, they are not as pretty to look at, and not a scenic destination, but very convenient and less pricey. I like one in particular in Renton that's right on Lake Washington.

Comment: How about at the University of Washington? They have great auditoriums.

Comment: We were thinking about that a little bit and I can revisit it. With hotel blocks near the university and then renting spaces at the university, it got pricey, but I can dig into it more.

Comment: As far as cities go, Seattle is a great city, and it's right near the water, so that's nice.

Comment: Friday Harbor Lab would be awesome.

Comment: Getting everyone on the ferry out to Friday Harbor may be difficult, but would be awesome. Might not be large enough for 200+ people. What is the current count for La Jolla?

Comment: 285. Put in your notes to reach out to the Packard Foundation to get a grant to fund students. We need to get it in place in advance so student awards person has access. We got something similar but it wasn't available in time, so it went into the general fund. Next year it should work. The funds we got from USFWS just for the conference. If they had come in earlier, I would have earmarked it for student travel.

Comment: Loop the past chair into that discussion because they will be the one in charge of student travel. What about the date issue? I haven't heard any thoughts about that. Mid-Feb people don't like missing valentine's day, but I don't care.

Comment: March would be early enough that it wouldn't conflict with field season. And for educators, it's just a different time within the academic semester.

Comment: Some people may be surprised, so if March is selected we'll want to put out information on the timing as soon as possible to get them used to it.

Comment: We can tell them it's part of their growth mindset to challenge them to a new way to think differently.

Comment: Traditions are not always good. It doesn't sound like anyone is too set against it.

Comment: All right. I'll see you in my role on the local committee. I'll be at the Annual Meeting. Then I'm going to Disney Land.

#### 4. 2023 ANNUAL MEETING LOCAL COMMITTEE UPDATE

Overview: Definitely wrapping up. Nothing bad. It's all going okay. There is a lot of chatter, and working on the program and getting things finalized. Caterers are in place. There is not going to be a shuttle, so that may be an issue for older folks. Some people don't want to walk 7 minutes. I can drive them.

Comment: I will also have a car, so maybe we can take turns.

Comment: The walk is really nice.

Comment: It is uphill.

Comment: No, just the walk to the aquarium. To Scripps, on the boardwalk, it's flat. I think that's going to be the only thing. Everything is coming along. I have a wild apricot question. Do you know how to query for Mexican students that work in Baja California. I have some funding and want to approach students from Baja to see if they need funding.

Comment: How about going onto Oxford abstracts and searching there?

Comment: I thought of one person who would be perfect, but she's thinking of canceling. I was thinking of asking her who would give her presentation, or if she needs funds, we have a little funding. This is from the Sonoran Joint Venture. They have a few thousand dollars. We can pay for air fare. They would be reimbursed.

Comment: When we made decisions on student travel, we just gave them what they asked for because if we only gave them half, they still couldn't come. So we gave the full amount until we ran out. I'll

follow up with you afterwards with the list of travel applicants that we didn't have funds to cover and see if there is anyone there.

Comment: Is there a way to do that in Wild Apricot? I'll also look at Oxford Abstracts. Could you send me that, Dick?

Comment: Yeah, sure.

Comment: Justine is not here. It would be nice to recognize her at the meeting. Is that something we can do?

Comment: I was just thinking—I ordered a couple of awards that are called the Chair's choice awards. I could order one more and maybe give one to Justine?

Comment: 20 years ago you could handle it between your normal job, but now, with a 300 person meeting and catering. I don't know how I could have done this without her. She makes this possible. We stand on her shoulders.

Comment: She was a huge help to me.

Comment: We could pretty much recognize her every year. She's amazing. But maybe the three of us could brainstorm something meaningful. I don't know if we want to get her a different plaque every year.

Comment: We've been fortunate to have someone for the last 7 years.

Comment: The first year of the virtual meeting we gave her a bonus because she had worked so hard. I think that may be more meaningful than a mention or award.

Comment: Yeah, that would be great. Just the back and forth with the caterers.

Comment: Should we follow up by email?

Comment: Yeah. If we can say thank you, and pay her a little more that would be good for her.

Comment: Maybe that would be a decision for the next meeting.

Comment: I agree that a tip is a good idea. And maybe on top of that, is there something iconic from San Diego, whether it's a bottle of something? A fun little thing that could go with the stipend?

**Nacho will look into options of something we can do to thank/recognize Justine for her help. He will bring it up at the Annual Meeting during his Local Committee update.**

Comment: Yeah. There are so many emails. I need your advice. Many people wanted virtual meetings. If we did a virtual meeting then 285 people wouldn't show up. Virtual is a lot to consider. We got quoted \$30k from UCSD to stream. It's gonna come up again. The compromise for us is to record the plenaries. I'll use an iPhone on a tripod. Maybe we can find a platform to post those online. About 50 MB per talk. Maybe we can put it on Vimeo.

Comment: Lindsay actually streamed the presentations. It's doable, but the logistics more than double. I'm thinking we should do a virtual meeting every second or third year. Folks want to reduce their carbon footprint, and it's cheaper. After this meeting, it's my job to come up with a meeting location for after Seattle and Costa Rica, and my inclination is to make it a virtual meeting. If we did that every two years, students would be able to attend at some point during their graduate program.

Comment: We couldn't have done both, or a lot of unknowns this year. I'm not going to stream it. Can I put it on a Vimeo account?

Comment: Maybe I won't do it.

Comment: I have a sheet with passwords, and thought I had passed it to someone else. But maybe no one has been in there. I'll look to see what I have.

Comment: I think Nacho your recording compromise is good for this year. Virtual and hybrid is the wave of the future, so I hope Laura, that you can look into a streaming option for next year. It seems to me like people expect conferences to have streaming capabilities now.

Comment: Okay, if we do streaming, we need a second local committee to look into that. Any more thoughts for Nacho? The last agenda item is Dick's program update.

## 5. 2023 ANNUAL MEETING PROGRAM UPDATE

Overview: My report is mostly just numbers and what we are doing. We have 187 abstracts submitted, or 190 total. This is 118 talks and 62 posters. That's what we've got and fits within our limits. I've got one or two requests this day about moving or shifting. I imagine that will keep going. Plenaries and awards. I keep thinking I've left someone out. I wanted to bring up specifically that Pat Baird sent me an email asking about the History of PSG Session, and sent me a list of 15 people that need to be included. Mike Scott was the original person who suggested this session, but I haven't heard from him. There is a bit of confusion about another round table by David Duffy. I still have a slot for a History of PSG Session, but Mike Scott is not interested anymore.

Comment: He said he doesn't want to do it anymore? That's not okay. We'll get blowback if we just cancel it. I think we put them in a room together and give them chairs, and they'll figure it out. Mike should organize it because he asked for this session. I think you should offer them the room, and Pat Baird could organize it.

Comment: It didn't actually go into the program until a week or two ago. But that's fine with me. I'll just write to Pat and let her know that she and Mike can take it from here.

Comment: I don't want to tell you what to do, but I think give them the space and they can figure out what to do with it.

Comment: This is the 50<sup>th</sup> anniversary so it seems like we should have a History of PSG session.

Comment: Dick, this is not on your shoulders. If someone is putting together a session, they need to organize it. Your job is just to vet it and give them space. I think it's a shame, because with some thought behind it, this could be a nice session, but it seems like not a lot of thought is going into this. Maybe we do something more coordinated at the 51<sup>st</sup> meeting. I'm not interested in going to this session this year based on the level of effort.

Comment: People have definite opinions about who are founders and the history of PSG.

Comment: People need to have sources so we can verify information and we need that for the Wikipedia page. It can't just be people's opinions and our website. I would request sources or publications to confirm.

Comment: Just knowing how these things have gone in the past, I like your idea of emailing Pat and asking her to work with Mike to put together an agenda. If people show up they can have a discussion.



Comment: She had a list of 10 or 12 people, so she put some thought into it. I could offer and she can say no.

Comment: It would be nice to have this session at the 50<sup>th</sup> because some people are excited about it.

Comment: Okay, I'll write to Pat and report back what I hear from her.

Comment: There needs to be someone to take the lead to set it up. That's not you.

Comment: Okay, I think that's the end of our reports. Any other thoughts?

Comment: We want to post pictures of the meeting during the meeting and want to get permission from the presenters. Does that sound good?

Comment: Yes, you can ask them.

Comment: Dick, maybe the email should come from you.

Comment: How did I get the list of presenters?

Comment: Probably off of Wild Apricot, although it may be easier for you to find the emails from Oxford Abstracts.

Comment: You could also do something live at the meeting. I had placards at the Hawaii meeting that said "do not tweet" that presenters could put in front of the podium if they didn't want pictures posted.

Comment: I'm arriving on Monday, that's fine right?

Comment: I'm showing up Monday at lunch time. Do you have a car?

Comment: I don't right now.

Comment: Let me know what time you come in, and I can throw as many people as can fit in my car. Any more items to discuss?

Comment: We raised about \$50k in donations. Which is awesome.

Comment: That amazing! People in this room contributed as well. It's really nice.

Comment: You guys crushed it. We haven't received all the money yet, but we're following up and I know Nacho and Justine are helping big time with that.

Comment: For Nacho, when you have time, could you check the sponsorship on the Wild Apricot site to make sure we have everyone?

Comment: I can send you all the names to put on the website.

Comment: Okay, thank you.

Comment: Just a reminder to enter your volunteer hours. It's super helpful, especially as we're doing taxes. I've highlighted yellow cells. It doesn't have to be perfect. It's useful information.

Comment: Today is the last day for reports. Get your reports in.

Comment: I think we'd asked for report deadline to be today to give me time to compile. As long as I receive them by Feb. 6<sup>th</sup>, I can get them in the annual report. The sooner the better.

Sadie rattles through all the Action Items (highlighted above in the minutes in red).

Motion to adjourn the meeting; moved by Sadie, Dick seconds.

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