

MINUTES OF THE PACIFIC SEABIRD GROUP EXECUTIVE COUNCIL ANNUAL MEETING

14 February 2023 Conference Call
9:00am-1:00pm (Pacific Standard Time – UTC-8)

Approved



Present: Roberta Swift (Past Chair), Dick Veit (Chair-Elect), Rachel Sprague (Chair), Sadie Wright (Secretary), Alexis Will (Alaska/Russia Regional Representative), Peter Hodum (Vice Chair for Conservation), Sarah Ann Thompson (Northern California Regional Representative), Karen Lau Alarcon (Student Representative), Laura Koehn (Washington/Oregon Regional Representative), Kerry Woo (Canada Regional Representative) [10].

Present (Exited during PICES Report #2p): Jenny Howard McKee (Treasurer) [1].

Absent: Cristián Suazo (S. California, Latin America, Hawaii Regional Representative), JB Thiebot (Asia/Oceania Regional Representative), José Ramirez-Garofalo (Non-Pacific U.S. States Regional Representative), Tegan Carpenter-Kling (Europe/Africa Regional Representative) [4].

Others present: Anna Vallery (Communications Committee Co-Coordinator), Juliet Lamb (incoming Chair-Elect), Derek Harvey (EID Committee Co-Coordinator, Code of Conduct Committee), Pam Michael (incoming Treasurer), Nacho Vilchis (Local Committee Chair), Laney White (HELPS Program Coordinator), Lindsay Young (PSG Member, WSU Chair), Jane Dolliver (Elections Committee), Emma Kelsey (PSG Member, Code of Conduct Committee Member), Michelle Kissling (Code of Conduct Committee Chair), Rob Suryan (Former Chair), Doug Forsell (PSG Member, Ornithological Council PSG Delegate), Marc Romano (PSG Member, Elections Committee, Code of Conduct Committee Member, incoming WSU PSG Delegate), Lara Brenner (incoming Secretary), Scott Pearson (Code of Conduct Committee member), Patrick O'Hara (PSG Member, PICES PSG Delegate) [16].

WELCOME, INTRODUCTIONS, & APPROVE AGENDA

Review of participants/roll call. Designate Lara Brenner, incoming Secretary, as the in-person note taker for this meeting.

Motion to approve the Agenda: moved by Roberta, seconded by Peter.

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

1. APPROVE 1 FEBRUARY 2023 MINUTES

Questions: Any corrections or additions to the past meeting minutes?

Comment: I'll just note that the final agenda I sent last night differs from the draft I sent a week ago in that the HELPS Program item will now include two reports, 10a and 10b.

Motion to approve the 1 February 2023 minutes; moved by Dick, seconded by Peter.

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

2. OVERVIEW OF 2022 PSG EXCO ACTIVITIES AND WORK PLAN

Overview: The first item is me, an overview of the 2022 ExCo Reports and work plan. I am not going to go through every report because there is a lot of them. There is a lot of great work that was done this year, even with our challenging covid life. Now we are here for our first in person meeting in 3 years. I think there were some exciting things this year, the EID Committee put together another workshop here at the 2022 Annual Meeting. They also put forward and the ExCo approved an Action Plan that they did a really thoughtful job on. With Rob and Roberta's help the Code of Conduct Committee now has a Terms of Reference and standing members. One of the biggest thing was a major shift from Cvent to Wild Apricot for our membership database and Oxford Abstracts for abstract submission. There have been some quirks with those, but I think in the long run both of those will be more user friendly. There are a bunch of things yet to do in the next year, including welcoming a good number of new ExCo members, we need to clean up our databases and organize our systems. And thinking towards the Seattle meeting in 2024. I will say please take a look at the reports, a lot from our committees.

Rachel gives a summary of the reports 2a-2v. Most of these reports will be posted on the webpages for each of the Committees or are available in the Final Reports package that Sadie sent to everyone last night. We will next move onto the Treasurer's Report. Jenny has continued to do a great job, and you can see we generally are doing very well financially.

3. TREASURER'S ANNUAL REPORT

Overview: I will briefly review the report I submitted. Hopefully you have it pulled up. I'll hit the high points. Looking at the report, we passed a budget on September 28, which was huge. You can see that budget at the end of this report as well as 5 years of past operating costs for PSG. PSG completed financial accounting for Marine Ornithology this year. We combine tax returns with them as well. We've been doing this since 2019. The highlights for this year: I learned how to do the accounting for PSG. I took over from Kirsten in February 2022. I learned the whole system. We filed the 2021 tax return in August of this year. The tax return for the previous year is extended until August of 2023. This is usually due in mid-February, but because of the timing of the Annual Meeting, we requested the extension. I completed the quarterly review of expenses in QuickBooks. I added all vendors to the account so we can pay everyone online, so that will make things easier for the next Treasurer. We removed critical registration and accounts, non profit insurance. I looked into additional insurance for PSG and made recommendations, which was tabled for now and will need to be taken up by the next Treasurer. I updated the Treasurer's Handbook. I looked at the accounting practices and made recommendations for how to make this role more doable for a volunteer Treasurer in the future. One thing we will do is hire a bookkeeper, which will certainly help with some tasks. There are other tasks that need to be completed,

starting with transitioning work from me to the next Treasurer, filing the tax return, training a bookkeeper, and entering the FY2023 budget into Quick Books which will help us track expenses. Things that would be great to do would be completing the Facebook charitable giving registration because that could be another avenue for having us accept revenue. Creating a draft document retention policy and creating a draft reimbursement policy, as well as reviewing our insurance coverage as I recommend. The second page gives a quick primer in PSG financial accounts. We have 7 bank accounts as well as a PayPal account. Some of these are unrestricted funds and some are restricted funds which can only be used to pay for specific designated items. You can see what those accounts are. PSG policy requires three years of unrestricted operating funds be kept in the general fund checking account. The student travel fund is a restricted fund to support student travel to and from annual meetings. We also have the former chairs fund. The Craig Harrison conservation fund, which also restricted. HELPS fund is a new one in 2021, that is a restricted fund. And then we have an endowment fund kept in a mutual fund, also restricted. I'll report on that more in the next agenda item. The last bank account is Marine Ornithology. We also use a PayPal account to pay folks or accept funds. That's a quick highlight of all our accounts. On page 3 you'll see a snapshot of our balances. I'm reporting the balance at the end of FY, which was the end of September. I also added a line for our balance on Feb. 5th, which is when I submitted the report to Sadie. Those numbers are not entirely accurate at this point. As of Feb. 5th we had \$240k in the general fund, but don't get too excited because as of this morning it was down to \$200k. We still have a lot more payments to make for the Annual Meeting. This number has grown over the past few years from 2018-2022. There has been recent consideration about moving some of this money to an endowment fund, which is something for the next Treasurer to consider. With the past few years of the pandemic, it has been hard to nail down an accurate estimate of annual operating costs because we've had virtual meetings and our organization has grown. It would be helpful to figure that number out. I will be wiring money and writing a lot checks for the Student Travel awards soon. The HELPS fund is at \$210 which is exciting because it was in the red for awhile, but we received recent donations. Before I go to the fourth page, any questions?

Comment: I think we're good here. Especially pointing out the highlights will be good.

Comment: Ok, I'll keep going forward. Next we have revenue and expenses. We use QuickBooks to categorize these. We get our revenue from membership, annual meeting, and donations. Continuing down to expenditures. Most of our expenses come from the annual meeting, operating costs such as paying for Zoom and QuickBooks, and Survey Monkey. We also give out conservation grants, awards, and an annual donation to Ornithological Council. We also pay for an accountant to assist us with tax returns. Any questions?

Comment: None from in the room.

Comment: I notice a big shout out to you, Jenny, from Pam in the chat, thanking you for everything you're doing in the Treasurer role.

Comment: Cool. I'm looking forward to working with Pam and transitioning and hopefully making things easier for her when she takes over.

Comment: Any additional questions about budgets, bank accounts? For folks not on ExCo who are joining us, we did approve a deficit budget this year projecting a loss of about \$20k, mostly due to the Annual Meeting. We decided it was important to meet in San Diego. It's an expensive location. We've had a few good years, so we approved a loss this year to support the Annual Meeting. We are not a for

profit organization, so we're not supposed to accumulate funds. We wanted to continue to support students. I think sponsorships were better than expected, so it might not be a \$20k loss at the end of the day. I want our membership to know that we take our fiscal responsibility seriously and don't want the deficit to continue.

Comment: I think the LoCo has done a kick butt job with sponsorship, so the deficit will not be so big. Good work LoCo!

Comment: Ok, great. With no other questions, we can move to the Endowment fund.

Comment: I'll move on to the Endowment report which I hope you all have in front of you.

4. ENDOWMENT FUND ANNUAL UPDATE

Overview: The endowment fund did very well. This is a restricted fund. The endowment fund is managed by three trustee, the board, which includes myself and two trustees at large. This past year the two trustees at large were long time board member Ken Briggs, and new trustee Gary Collar. Both of those guys have financial backgrounds, which has been incredible in guiding us. The fund can only go towards publication costs for PSG and Marine Ornithology. We have an annual withdrawal amount to support publication costs of \$8,500. The details in the report shows that the fund has done extremely well in recent years growing from \$250k in 2017 to a high of just over \$400k in 2021. But 2022 stock market did not do nearly so well, and our current balance is \$347k. PSG endowment fund is in three separate holdings to diversify it. For a deep dive in the fund holdings, you can look at the second page of the report. 2022 was a difficult year for investments. That was the worst year since 2008. We have two North American funds that preformed about average, but the one international fund performed significantly worse, so we've talked about moving away from that fund. That's what I want to share. Any specific questions?

Question: Are we still looking for another endowment fund trustee this year?

Comment: One of them did want to step down last year, but when I spoke with them in January, they are both good to stick around for at least another year.

Comment: Great! We have other positions we need to fill.

Comment: Gary Collar stepped into the lead role, so Ken Briggs is happy to stick around.

Comment: Great. And we all want to play to long game. Thank you Jenny, and welcome Pam! And we are looking into getting more support from a bookkeeper and accountant. A big discussion point going forward will be about how many bank accounts we need going forward. Any other questions about finances and endowments? Thanks for the great report Jenny.

5. FUTURE MEETING LOCATIONS

Overview: Essentially next year is in Seattle, the year after is Costa Rica, and it's on me to figure out where to have it in 2026. I haven't figured it out yet, but I'm thinking of sending out a poll next week to get peoples' thoughts on it. I'm leaning heavily toward a virtual meeting. I probably shouldn't make a command decision on that, but I think we need to keep it in the rotation for a number of reasons, so that people who can't afford to come to an in-person meeting could come to a virtual meeting

periodically. I think it would be nice to do it at a frequency of at least once every four years so that people in a degree program can come at least once. It shouldn't be too often having gone through a lot of pains this year to remember how to do an in person meeting. It would be nice to have all the chairs be familiar with both processes. I'll think about it and send out a survey.

Comment: I was curious what people think. People in the room. Virtual meetings has been talked about quite a bit even well before covid. Virtual meetings are more accessible. There are trade offs. I don't talk to new people as much at a virtual meeting. The networking for students is not as robust at a virtual meeting relative to in person. What do folks think?

Comment: What is the cost comparison?

Comment: I feel like it was \$22k to do everything for a virtual meeting. So we charge less. We made a little bit on the virtual. Registration was \$125 for early bird members, and \$50-75 for students. Super affordable. We always aim to break even. Registration was \$400 for the in person meeting.

Comment: San Diego is very expensive. Registration is high and we are still losing money. It's expensive. Everything around is expensive.

Comment: I know that for this meeting, hybrid was too expensive. For Seattle in trying to pick venues, we are trying to find ones with cheaper streaming options. If we don't do totally virtual, when selecting conference and hotel, there have to be some that have cheaper virtual/streaming options. I was shocked by the cost estimate to stream for this meeting.

Comment: Virtual requires a lot more logistics to getting all the papers online.

Comment: Five Zoom accounts and a Whova account, and a consultant to do that. But I know other meetings that are running hybrid meetings with 500 people. We could talk to their past chair about whether they used volunteers to load all the talks online. They have to load the recorded talks the next day. But maybe that was more robust than a hybrid options would need to be.

Comment: Right, if you're just streaming, it may require less effort.

Comment: Maybe it just takes some more up front planning. It's already a lot.

Comment: It would be awesome if you guys could figure it out.

Comment: When I was planning on last year's meeting being virtual hybrid from here, nothing fancy in Zoom, with a streaming room, with most in person. It gets a little complicated. Only online presenters is another thing. But there are certainly some options. The Waterbird Society for Costa Rica had previous conversations about virtual hybrid with some sessions before the in person meeting.

Comment: Another idea might be to have a virtual meeting with in person pods regionally where multiple people can gather socially. Then people can meet with their colleagues.

Comment: That's a cool idea. The talks could be virtual, but the regional pods could meet and network.

Comment: So in Anchorage for example.

Comment: Do you generally think there would be interest after Costa Rica people might be okay with a full virtual meeting?

Comment: It's good to mix in the virtual meetings. For Seattle, it would be good or possible to stream sessions.

Comment: So you're saying a hybrid?

Comment: Or a virtual meeting.

Comment: If you have a full virtual meeting, you're ensuring some people aren't stuck on the margins, which can happen with a hybrid meeting. We gained a lot of members through the full virtual meetings.

Comment: I'm definitely curious. I think a poll would be a great idea. And maybe some of the questions would be to ask people what they think is the value of the meetings. Is the value being able to meet people in person and make those social connections, or is it more about the content which they could get a lot virtually. My initial reaction is that the value for me in going to these meetings is the in person networking, but you guys are raising lots of good points about an all virtual meeting. So I think put the poll out and see what membership thinks.

Comment: Doing a virtual meeting every couple of years would be a good thing as an organization that is studying the environment and thinking about the carbon costs for all of us flying to a meeting.

Comment: I like Alexis's angle for people who are lacking the in person interactions can meet regionally in person.

Comment: We could probably budget a couple of rooms for those regional hubs.

Comment: With less people there may be free or cheaper spaces.

Comment: I would second what Sadie said about a poll. Understand the feedback from membership. Pre-pandemic in Portland we were talking about the environmental footprint of these meetings and how we should walk the walk not just talk the talk. There was growing recognition of the value of virtual meetings even prior to covid.

Comment: This has been really helpful. Good feedback from you folks. Any other thoughts.

Question: Is there any progress on the venue in Seattle?

Comment: Good question. We have a promising proposal from the Hyatt Regency in downtown Seattle. I do have a question for you all. We are getting some venues that can do a Monday to Thursday but can't do Tuesday through Friday. That's not traditional, but I kind of like the idea so people can go home on the weekend.

Comment: It's just a tradition, and traditions are made to be broken. It used to be Wednesday through Saturday.

Comment: I think people seem flexible. You could explore Friday and Saturday. People are generally traveling on the weekend. I don't think that's a deal breaker. I don't see any major heartburn.

Comment: It sounds like it's hard to get a good venue in Seattle.

Question: Is it possible to get Semiahmoo?

Comment: We are ruling out places like Semiahmoo and Friday Harbor because of the added logistics and travel that would be required to get there. Downtown Seattle you can just take a light rail. We are getting too big for the Seattle Aquarium, but maybe we can do the banquet there.

Comment: It would be nice to get a room block, especially for students.

Comment: If it's in downtown Seattle, there are lots of varying lodging options. In Semiahmoo, registration would be much higher because we need to provide food for all meals. Downtown Seattle gives us lots of flexibility. It would be nice to not have to rent cars.

Comment: Justine, the event planner is coming to Seattle in March, and we'll go look at hotels together. There are also hotels in Renton—right on the lake. But that had date problems.

Comment: As someone from Alaska, March is an awesome time to be in Alaska, and not traveling.

Comment: So Alaska votes for February.

Comment: We used to have meetings in January because students were on break and Alaskans could go somewhere warm.

Comment: I'm hearing some amount of flexibility with a good convenient layout and easy travel logistics.

Comment: Downtown Seattle is sadly not the nicest place anymore. Seattle is not dealing with homelessness well.

Comment: Many places have the same issue.

Comment: Thank you all. Very helpful. Thanks for the Seattle update. The next item is a voting item.

6. MARINE ORNITHOLOGY UPDATE AND FUNDING REQUEST

Overview: Basically, we are getting a new MO managing editor this year. Louise Blight told us last summer that she needed to step down. We've had a hard time finding someone. We had three candidates; one person wasn't qualified, one person wasn't very responsive, so we have the last person who seems good. There will be an interview on Thursday. They are in Britain. The voting item is that we need to support Louise financially to help make the transition to the new MO managing editor. The proposal is that Louise will work with this person until April to get the first 2023 issue out. That will be like a test case. She was going to need \$5-8k to do this kind of first 1/3 of the year based on her hourly rate. She's just doing the minimum to get through. We've already approved \$2k of that coming out of the MO account. That will leave \$500 in the MO account, with an additional \$5,500 from the endowment fund. Jenny, do we have approval from the endowment board?

Comment: I met with the Endowment Fund trustees about this and we do have approval of that money to come out of the Endowment Fund. To be honest, they were hesitant, because with this and the other funds we have committed to withdrawing, this puts us at the maximum end for the year. They were concerned if this became an annual thing. But as a one time thing it's fine.

Comment: One of the things the new person, we need to figure out a better plan going forward. We can't keep asking people to volunteer so many hours. We are only paying them \$3k annually, which is basically like volunteering for a full time job.

Comment: This may only work for someone in academia or someone who can use it to stay in touch with the research in the field. But this is the operational or organizational role. Billing for page charges and selecting copy editors. We asked a number of retired folks who we thought would maybe want to do it for fun, and they said no, or they were doing it already for a different journal.

Comment: The point is, this is going to be up to the new managing editor, but they need to figure out how to better support the position. They've kept page charges low.

Comment: The endowment trustees need to maintain the inflationary base. You guys can vote to use above that. We have over \$150k extra in there, it seems like we need to use that to pay \$10k or more, whatever they need to support that position. That's the purpose of the endowment.

Comment: Do you have estimated hours for that role?

Comment: I think maybe 20 a month. So maybe \$5/hour for years.

Comment: Dick, maybe we can put that on next year's work plan to come up with a better way forward. I think we've had a lot of challenges come up this year mid-cycle that were going to cost money, and were not built into the budget. Because we were partway in, we were hesitant to commit to an entirely new plan. We need to commit more money to support that role, or a new publisher. We should commit to looking into this before the next budget. What's on the table right now is a motion for an additional \$5,500 from the endowment fund.

Comment: It's actually the last \$500 from the MO account and an additional \$5,500 from the endowment fund.

Comment: I don't want to get in the way of a motion that I'm happy to support, but I think Doug just mentioned that we need to commit at least \$10k to the MO managing editor role in the future and I wanted to voice my support for that amount. \$10k would attract more attention to that role.

Comment: Thanks. Is there a motion?

Motion to approve one time additional financial support of Louise Blight through April 2023 with \$500 from the MO account and up to \$5,500 from Endowment Fund: moved by Dick, seconded by Kerry.

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

Comment: Thank you. Louise will appreciate it, and we'll hope the interview goes well this week.

7. CORRESPONDING MEMBERS COMMITTEE UPDATE

Overview: Carlos is not here, but I think the highlights are that Wieteke is stepping down from this committee, because she is on a lot of committees. She may be on all of our committees. Just kidding, but she's doing a lot. So I think Carlos may be looking for a new CRC lead. I think Sadie received an email from Wieteke with other highlights. They've done some great stuff with language translation on the webpage. There was a slight drop in corresponding members since last year, and a number of folks whose membership is expiring this year. So they are soliciting more members. There is a lapse in publication of Pacific Seabirds, and one of the requirements for the CRC is to publish updates in Pacific Seabirds once every three years. We are looking for a new editor for Pacific Seabirds, so if you have suggestions or interest let us know. And the CRC is looking for other venues to distribute information. Sadie, any additional things?

Overview: The main points Wieteke wanted us to bring up included that 1) the CRC should work closely with the EID Committee and could potentially be absorbed into the EID Committee because many of their goals and objectives overlap or are the same. They could collaborate more effectively together. 2) Wieteke needs to step down due to other committee work and grad school. 3) The CRC is very small and

meet rarely because they don't have a lot of time, so absorbing their work into EID is the next step to consider.

Comment: That is something that could be useful to think about. Bringing efforts together that have similar goals. Any questions or comments? Michelle is here to report on the Code of Conduct Committee.

8. CODE OF CONDUCT COMMITTEE ANNUAL UPDATE

Overview: Thanks for being here. I am somehow the organizer of this committee, and our primary charge is instituting the Code of Conduct. Rob, when he was chair, asked a few of us to start the interim committee. Now we are a full committee, there are 8 total members. The Code of Conduct Committee has accomplished a lot in the last year, 1.5 years. That is summarized in the annual report. Here I want to share some things not included in the report, lessons learned, outstanding issues, and planned approach to resolving issues in the coming year. Launching the committee has been an evolving process. The Code of Conduct and Terms of Reference are living documents that need to be reviewed and updated periodically. When we started the committee, we were handed two cases. We realized pretty quickly that we needed some guidance. It took a year to establish the Terms of Reference, which provides guidance for how we handle complaints. After we had the Terms of Reference, we reviewed the two cases. We identified some outstanding issues that need to be addressed in the Terms of Reference, hopefully in the next year. One issue is our limits of authority, another is how we handle complaints, and a third is how we report out on our findings. We plan to tackle these issues in the next year and draft an updated Terms of Reference, or recommendations on updates. Limits of authority—we found it challenging to navigate the gray area on what could and couldn't be reviewed. We want to work to clarify the PSG nexus. Relatedly, the PSG Code of Conduct is voluntary, but consequences of violating it are not. We want to think more about the scope of potential consequences and guidelines for establishing consequences. Process for handling complaints—we want to consider what a complaint package should contain so we can conduct a fair and thorough review. During our handling of the first two cases, we felt like we didn't have all the information available. Can we ask for additional info? Also related to process of handling complaints: in cases 1 and 2, we found violations of the Code of Conduct that were probably not considered by the people filing the complaints. So in our findings we reported all of the findings and violations, not just the ones pointed out in the complaint package. In our review, we are not considering past behavior, unless that material is put in front of us as part of the complaint package. We want to address this more fully in the Terms of Reference. We also want to determine how long complaints are archived, and who manages the archive. Processes for handling findings reports—when we developed the current Terms of Reference, we didn't talk much at all about how the findings reports would be handled. Who do we submit it to? Is it archived? Do we provide a hard copy? Do we redact names? We'd like time to take these privacy considerations into account. We also need to clarify who the reports go to in the Terms of Reference. Some of our early career members of the Code of Conduct Committee may be worried about retaliation, so we would like the option to sign anonymously which is not allowed in the current Terms of Reference. We want to know what should be shared with the person who the complaint is filed against. We would like to look into how other professional organizations are handling similar issues. We want to provide our recommendations to you in the year ahead, and we anticipate moderate revisions to the Terms of Reference. To facilitate communication, we think it would be valuable to have an ExCo officer join these conversations. We suggest having the

past chair in this role because they would have some institutional knowledge and as an outgoing officer, would not have any conflicts of interest. We meet a lot, and have accomplished a lot, but we still have a lot to tackle in the year ahead. My last point, is that we want you to know that this work is really hard. It's time consuming and emotionally draining. We take our charge very seriously. We appreciate your support and understanding. We look forward to your feedback and questions. We are all here all week.

Comment: Thank you for doing this hard work.

Comment: You're thinking about privacy and accountability. And if there is a finding who do you share that with? Some folks think you should share it with all PSG membership. And we don't want members to feel they are being judged without good reasons. You're trying to do the best thing for our members.

Comment: I want to close on a positive remark. I've been part of PSG for 20+ years, and this has been one of the amazing growth experiences of all my PSG experiences. I think we all learned a lot personally and professionally.

Comment: We are in a situation now where there could be a case put in front of us that we can't review even if it was a violation of the Code of Conduct. You need to know that.

Comment: Is that for the ExCo to think about the Code of Conduct? We create it, members approve it, and we approve Terms of Reference which is approved by ExCo. If we think we are hamstringing ourselves, we should talk about those things.

Comment: Yes, that's why we would like it if you join these discussions. It's complicated. Scott is going to provide an update at the Members Meeting, which we hope will make members more aware of the work we are doing.

Comment: We appreciate what you are doing, and the two cases you are reviewing are test cases. I hope that makes it less personal and difficult. It's a test of the documents and process.

Comment: We are learning a lot and it's an evolving process.

Comment: There was some discussion about removing the word "voluntary" regarding the application of the Code of Conduct. Has there been progress or discussion on that?

Comment: No, we got pulled away on other issues and haven't gotten back to that issue, but that is something for the future ExCo to consider and address. That issue needs a champion. I talked to the EID committee about providing me with recommendations regarding that, and I think they got busy as well.

Comment: Jo Smith asked a lawyer about that. We need to follow up.

Comment: If you join an organization and check a box saying you are going to follow the Code of Conduct, then it's not voluntary any longer.

Comment: Jo asked a lawyer, so Dick, I recommend you follow up with Jo on that issue.

Comment: I don't want to cut this off, but we need to have a break.

9. MEMBERSHIP COMMITTEE ANNUAL UPDATE

Overview: We don't have Jenn or Stephanie here, so I will just say, take a look at the Membership Committee report. What they reported is lower than what Wild Apricot is showing and I think that's because when the membership list from CVent got imported, the column titles got confused. Some folks

renewal dates renewed to the date when it was imported. So we need to work on that. They have recognized this problem. We are still around 485 active members. The lists we imported shows upward of 600. I think that committee will continue to fix that list. Also, both Jenn and Stephanie need to step down. We are looking for membership coordinators, ideally folks who like data and databases. Please help recruit your friends to help with this.

***Discussion about switching agenda items so that the WSU item will trade places with the HELPS Program update.

2r. WORLD SEABIRD UNION UPDATE

Overview: Hello, I'm Lindsay Young and I'm the WSU chair currently. I wanted to give a brief update. We had the WS conference last fall, about a year ago. It was virtual. We voted to keep the conference on a 5 year schedule. The next conference will be in 2026, we haven't decided on a location yet. So if there are potential local hosts who are interested in hosting this, please let us know. We are in the middle of strategic planning. We have a grant to map out what WSU is. We are different than PSG in that we are compiled of member organizations, not individual members. We want to narrow our focus and if we are going to continue with a volunteer board with 5 year terms, so we burn out. Or maybe we'll hire an administrator. On that note, we'll announce our updated vision in the coming months, and then moving forward with potential opportunities for greater involvement. There will be an international albatross and petrel conference in Mexico next May. May 25/26 I think. They are on a four year schedule. May 2024, a little over a year from now. Any questions?

Comment: Doug and I were just talking about the meeting in Costa Rica in 2025, with Waterbirds. So we're glad you didn't go with old five year schedule.

Comment: No, we didn't want to double book anything with the Albatross and Petrel conference.

Comment: In 2026, we are going to be considering an all virtual meeting, so that could work out great if WSU is in person somewhere that same year.

Comment: Yes, and we plan to always have a virtual as well as in person conference going forward. Hybrid. We don't want to lose some of our membership who cannot attend in person. We want to have an option for getting people in the same room as well.

Comment: What months in 2026?

Comment: We haven't gotten that far yet. If PSG is going all virtual that year, that will influence our decision.

Comment: You have seen that the two PSG delegates to WSU are stepping down, and Marc Romano is stepping up to be the delegate, but we are still looking for an alternative delegate. I don't think it's a huge time commitment.

Comment: No, we meet quarterly, and our meetings are about 2 hours long. We are spread across two time zones, so we do two meetings in one day. You come to the meeting, provide a brief update on your organization. I could give you a template. It's neat to see what's going on worldwide from our partner organizations.

Comment: Great, thank you.

10. HELPS COMMITTEE ANNUAL UPDATE & DONATION ALLOCATION DISCUSSION

Overview: The two documents that Sadie shared, there is a lot of overlap between them. The report goes over a lot that we've accomplished in that last year. We have a new intake form, and we are trying to increase accessibility through language translation. The committee is myself, Wieteke and Fernando, and he's been instrumental in translation. Our main focus is still supporting annual membership for students and early career scientists. We've had 9 students and ECS apply for membership support, I think that number may have gone up. In the past, we had work with the Corresponding Members and Communications committees to increase communication and outreach, and we'll continue to stay on top of that to ensure we are reaching out internationally. We've increased program documentation so that a new person could take over more smoothly. Wild Apricot has been great, because I can get in there and see data maintained by the Membership Committee. Emma Kelsey and I organized our USA Jobs Webinar, with the help of Marc Romano and others. We had about 200 people on the webinar and 400 people registered. Huge thanks to the EID Committee and Communications committee on getting the word out. That was an attempt to increase accessibility within the field. It was open to everyone in and outside of PSG, to bring PSG to a broader audience. Hopefully it made more folks more aware of PSG. It seems like a good success. We are going to have a casual discussion about the workshop during the annual meeting, so if you're interested, come to that. Moving forward, we will try to increase a little bit more with the Corresponding Members Committee. We are looking for someone who is attending the meeting from Mexico, but we've lost some people. We want to increase retention. In addition, we are trying to figure out our funding. We've had generous donations, and almost all of those funds have gone to memberships and recently towards registration (one person). We used to be able to support more people. We were in the red for a little bit, and we've been doing a lot of virtual fundraising, but it would be great to have general fund support from ExCo. I need to learn more about fundraising. We had minor operating costs, I had to buy a Zoom account for a large meeting. Having support for operating costs would be helpful. Roberta had suggested that a small proportion of PSG merchandise sales could be committed to HELPS, and I'd like to get your thoughts on. We also want to focus on mentorship and coordinating with the EID Committee going forward.

Comment: As we were going through the 7 different award processes these year; there are international travel grants, student awards, but there is not registration or travel support for students beyond HELPS.

Comment: Rob, do you know if the former chair fund is going to go to Student Travel/Research?

Comment: We are going to talk about that this Friday. The big fundraising campaign. Last year they decided it would be strictly for student research grants. I have that on the agenda to discuss this Friday to see if we want to change that. In the past it was only enough for student research.

Comment: Could PSG provide an official avenue to help out with visas?

Comment: I think visas may be a separate discussion. The travel cost is a big issue.

Comment: When I was chair I had to write five letters to people in Greece that they were going to presenting at the conference.

Comment: Yes, they have to request a letter saying they've been accepted or invited, and they can use that for their visa. But you don't want to get too involved.

Comment: When it comes to HELPS, are there untapped funding streams that can be used? It's exciting to add funds to help people, but challenging to figure out how to fund that. Merchandise may not be fully committed.

Comment: After sending out an email a few months ago, I didn't have the bandwidth to do anything for this meeting, but we are creating something new, so that may be a new funding stream and we should discuss where that should go. If we do move forward with non-meeting related merchandise, HELPS would be great for part of that. There is also the conservation fund or the EID committee. We need to talk about how best to use that.

Comment: I don't know much about the financial side of things, but I wanted to bring this up.

Comment: For student travel, already for Seattle, the Packard foundation wants to sponsor, but only student travel awards, so hopefully we can use that in 2024. I don't know if they'll be up for doing that consistently.

Comment: We use silent auction funds for that as well right? So does open up other options?

Comment: Also the auction only brings in a couple thousand dollars. The goal is \$3k, and we had \$50k of requests for this meeting. So there is a lot of need out there. That's just students. Are you looking for a decision right now?

Comment: No, now that we are not in the red, that is good. I wanted to bring it up to have the discussion and get everyone's feedback. If we had stayed in the red, in future years, we wouldn't provide annual meeting support. Our primary goal is for annual membership support.

Comment: It could be worth looking at the various forms of support; what are all the support options for students and ECS? There is the potential that diversifying too much because folks can't keep track. People might not know how to donate. How can we broaden the funds to better support the folks who need it? I worry about people's focus. I wanted ECS to have help, and HELPS to have funds. But if there are 3 or 4 routes to get support, I worry people will get confused.

Comment: One of my suggestions was that when contributions come into the general fund when they are unnamed, what if 5% of that amount goes to HELPS?

Comment: Most of PSG's money is membership and registration, and donations are directed.

Comment: We actually get a number of general fund donations that are not directly. A number of IRA donations. So that account has accumulated funding.

Comment: Could I ask you to talk to the student rep and help come up with a proposal for a more consistent funding stream for HELPS?

Comment: That sounds great. Sounds like an action item.

Laney and Rachel will work with the Student Rep (Karen) and others to develop a proposal to create a more consistent funding stream for the HELPS Program, including unspecified general fund donations, and bring this to an upcoming PSG ExCo meeting for approval. The proposal may also consider other revenue needs (e.g., student travel, etc) and streamline for clarity.

Comment: Any questions? Thank you Laney!

11. EID COMMITTEE ANNUAL UPDATE

Overview: Hi Everyone, this is Derek Harvey. I co-chair EID, Equity, Inclusion, and Diversity and my co-chair is Katie Stoner. In terms of our year, the initial thing we worked on is our Demographic Survey to get a better idea of what PSG looks like in terms of race, gender identity, sexual orientation, and many other identifiers. The goal is to eventually make that more representative of the population as a whole. We also at last years meeting we did our second annual EID workshop, which the focus was on having difficult conversations with co-workers. Not trying to reinvent the wheel this year, but build from last year. We'll have an EID workshop tomorrow afternoon, so please spread the word. We also this year brought back a session similar to last year with speakers on seabirds and indigenous cultures special session. That started in 2019, and hadn't happened for a number of years. We want to welcome indigenous knowledge to PSG. It was well attended. We'll do that again this year on Thursday and please let people know. We worked with ExCo to draft a formal written policy on supporting those speakers. Last year Peter split the conservation lunch so we could get the word out on what EID does, and encourage people to join. A more ongoing thing is, we are always soliciting feedback on ways we can improve within and outside the annual meeting. The USA Jobs seminar was a great opportunity. Thank you Laney and Marc and others. We finalized our Action Plan which is a centralized document about what EID is working on or hopes to achieve. Policies can be implemented and programs started to benefit PSG. One of our members, Kristina McOmber, developed a standardized labeling system for more clearly advertising jobs on PSG websites, so people have a better understanding of whether jobs are paid or volunteer. Our workshop tomorrow is focused on sexual harassment in field settings. It's not only for people in the field, but for supervisors who may be putting people in these settings and not knowing about the risks for some people. We have good workshop attendance at the two virtual meetings, so we're hoping that goes strong in person. Come tomorrow if you're curious. We are working with Communications on the ECS panel to have Spanish speaking panelists. To help with their translations, Peter and others have offered to help translate. We have monthly meetings, with 5-8 people attend. Please reach out to Katie and I if you're interested in attending. To wrap this up, we are interested in continuing to support non English speaking members of PSG; Spanish a good place to start but we're hoping to include other languages. PSG is international and multi-lingual in its nature. I was pleased to hear that the Corresponding Members Committee may be interested in collaborating or integrating with our group, because that is an area we'd like to develop further. So far it's been primarily highlighting their work on social media, but I think we want to work more closely with them. If that means they formally merge with EID, that's good. An ongoing project which I think will be really useful when it's finalized is a resource of indigenous names of seabirds and places, so people have a centralized place to refer to native names to try to recognize the longterm relationship people have had with seabirds in other parts of the world. This is first in person annual meeting that is including a lot of land acknowledgments. We worked with LoCo to help with that and hope to normalize that going forward. Any questions?

Comment: The workshop is tomorrow afternoon. The indigenous people and seabirds special session is Thursday afternoon, and EID lunch meeting opposite the past chairs meeting. You guys have done great work.

Comment: Your whole committee has done an amazing job.

Comment: Thank you Derek.

12. LOCAL COMMITTEE UPDATE

Overview: Nacho is not here, but he has emailed some points to Sadie to share with us.

Overview: Ok, Nacho's email. LoCo had a constructive experience organizing this conference. Lessons learned: Treasurer should have access to PSG credit card (I wonder if he meant a different role?). Local and program chairs and event manager should use Google Drive to share and edit documents. Fundraising will be key in covering high future costs; all future conferences will probably be as expensive. The team this year did a great job gathering donations this year.

Comment: Did he share the final fundraising number?

Comment: No.

Comment: Anything else you want to share, Dick, regarding or from the Local Committee?

Comment: I don't know if it's appropriate here, but they were asking me about having volunteers in each of the sessions to help facilitate. Sometimes we just pick someone who is giving a talk.

Comment: That is a question for you and Nacho, I think. Normally Justine may help the Program Chair with that. I am in support of the LoCo, but not privy to all those details or logistics.

13. ELECTIONS UPDATE AND APPROVE MEMBER-ELECTED CANDIDATES

Overview: Hello Everyone, I look forward to seeing you later this evening. I am here to present the Elections Committee report. There were no ties. The election went off swimmingly. The member-nominated candidates are listed here in the report (Jane lists all the member-elected candidates for each role). We sent out the ballot and two reminders to the people who hadn't voted in Survey Monkey. We had almost 50% participation. Each region varies. We had some very positive comments, and comments about folks running unopposed. There are some great suggestions for how to improve what we ask folks to write in their bios. Myself and Katie are the leads with Marc and Sadie being the assists. I tried to shave down the total amount of time this year, and we did that. We need a motion, and I can't do that.

Comment: Is there a motion to approve the member nominated candidates to ExCo?

Motion to approve the member-nominated candidates to the 2023-2024 PSG Executive Council. The 2023-2024 ExCo members are the following, assuming the responsibilities of the positions below on 19 February 2023:

Past Chair: Rachel Sprague

Chair: Dick Veit

Chair-Elect: Juliet Lamb

Vice-Chair for Conservation: Lindsay Adrean

Treasurer: Pam Michael

Secretary: Lara Brenner

Alaska and Russia Regional Representative: Alexis Will

Washington and Oregon Regional Representative: Amelia DuVall

Northern California Regional Representative: Sarah Ann Thompson

Southern California, Latin America, and Hawaii Regional Representative: Jaime Ojeda

Canada Regional Representative: Kerry Woo

Asia and Oceania Regional Representative: Jean Baptiste Thiebot

Europe and Africa Regional Representative: Tegan Carpenter-Kling

Non-Pacific US States Regional Representative: Julia Gulka

Student Representative: Karen Lau Alarcón

The motion is moved by Peter, Sadie seconds.

Abstentions, 0; Nays, 0; Yes, 11, motion passed unanimously

Comment: We are very lucky to have Jane leading this committee. She says “we” but we know this is her, and we appreciate it.

General Celebration!

Comment: Welcome new board members. We know you had a lot of positions to fill this year, and we are grateful to the Elections Committee for talking to as many people as you did, and we are looking forward to working with you!

2p. PSG PICES DELEGATE ANNUAL UPDATE

Overview: My name is Patrick O’Hara and I am the PSG delegate to PICES. PICES is an intergovernmental scientific organization established in 1992 and have 5 member countries; US, China, Canada, Korea, and Russia. Three goals; 1 promote and coordinate marine research in North Pacific, 2 advance science knowledge about ocean environment, 3 promote collection and exchange of science. PSG members in PICES needs diversity. We work on 5 year projects, just completing one now, and waiting on a report from Andrew Trites. Starting a new one on “Interaction between MBMs and other ecosystem components and stressors (2022-2027)”. Subthemes include forecasting changes in forage species an response of MBMs. Unfortunately our meetings have been entirely in English and largely virtual, which has made it difficult to expand accessibility. Another sub theme is MBMs as ecological indicators. We have 3 phases identified. We to synthesize info in 5 years. A lot of cross membership and working groups. We are interested and involved in the marine plastic issue. We had our first workshop on the new 5 year project last year. 13 presentations from the 5 countries. Final report due soon summarizing major threats. Our next meeting is in Seattle next year, Oct 23-27, 2023. Theme is connecting communities and science for sustainable seas. We want to use seabirds, marine mammals, and sea turtles as marine indicators. We are also involved in outside meetings, the next one is in Bergen, Norway 17-21 April 2023 “International Symposium on the Effects of Climate Change on the World’s Oceans.” There is my 10 minute update. I know that’s a lot. If people have questions, you can ask them now, or I’ll be around afterwards.

Question: Any questions for Patrick?

Comment: I will be approaching people because we want to bring more people in from PSG.

Comment: Meetings can be really expensive, and you have to be invited into these committees and working groups.

Comment: But there is support for people who don’t have institutional support. Seattle isn’t so expensive.

Comment: I know we'd like to bring at least one ECS person onto each working group.

Comment: Yes, we want to drive more younger people.

Comment: Thanks for that update. We are supposed to take a short break now, but I don't see lunch, so maybe we should keep going until lunch gets here. Let's keep going.

14. COMMUNICATIONS COMMITTEE ANNUAL UPDATE

Overview: On behalf of myself and Wieteke and others, we are keeping track of the many arms of this committee. The report goes into a lot of detail, so I'll hit the highlights. Our website just underwent a design update to run a lot smoother. This was required for functionality. We also launched Wild Apricot as our new meeting and membership website. We've been working with Justine and everyone to learn that program, and we'll be using this meeting to help recruit people to help manage all of this. We brought on a couple of new people including Cassidy to help with Facebook, Ariel to help with Instagram, Derek, and others. The website has seen a lull in visitors, which may be related to having everything on Wild Apricot. This year everyone was immediately directed to everything membership and meeting related to Wild Apricot. So that's to be expected. We have a bunch of proposed changes for the upcoming year for the website. If you want to help with any of that—that would be great. PSG history page, volunteer page, awards pages. If you have some knowledge on those topics, please help. We did work with the Membership and EID committees to launch a new job board form for people to list jobs on our website. We have a new naming convention to communicate exactly what the job is in a standardized way, so particularly students and ECS can know what they're getting into. We have more listserv subscribers. We'll talk more about Pacific Seabirds in a different agenda item. In social media we are seeing increasing in interaction and followers. The one that is a little bit weird, we had a loss of Twitter users, but that's likely due to a change in management at Twitter. So that's to be expected. We are going to try to meet more regularly as a committee and meet with partners organizations to amplify messaging. Instagram is a newer platform and we've seen big increases in use in recent years. We're hoping people will tag a lot of Instagram post at the meeting this week. That's the long and short of it for the Communications Committee this year, aside from Pacific Seabirds. Any questions?

Everyone should review the section in the Communications Committee report (#14) regarding website revisions needed in the next year, and help contribute to new sections for which you have expertise. Contact the Communications Committee email address.

Comment: All right. Thanks Anna. Shall we keep going with the next items?

15. VOLUNTEER/DELEGATE VACANCIES AND RECRUITMENT DISCUSSION

Overview: I wanted to highlight; you folks are already here and have already showed up, I would like you to help encourage others to show up and help with PSG. There are quite a few folks in leadership or committee positions who have reached the end of their terms or have other commitments; if you could have folks express interest to me at the chair email or past chair email in a couple of week. We are looking for two co-reps to the Ornithological Council. World Seabird Union, we need an alternate delegate, Marc will be the delegate. We need two coordinators for the Membership Committee. We are looking for a Northeast Asia Seabird Conservation Committee Co-Chair. Looking for local committee

folks to help Laura and others at that Seattle team. But they are going to need help with the website, most of the issues with registration, and a lot of other things. And then also, we'll go into the next agenda item about Pacific Seabirds.

Everyone should encourage PSG friends to serve on open delegate or committee lead positions; if you have suggestions or your friends are interested in learning more, they can email Rachel at the chair or past chair psg email address.

Question: Where shall we learn more about those roles?

Comment: You can ask me or reach out to the current Committee leads for those committees.

Comment: Do volunteers for the local committee need to be local?

Comment: There are many things that the local committee needs help with that does not need to be handled by a local person. Website, etc. It's more like a conference planning committee. The last addition to departures is the Editor of Pacific Seabirds. I'll let Anna continue on that topic.

16. FUTURE OF PACIFIC SEABIRDS AND 2023 REGIONAL REPORTS

Overview: It's a short report. Theo is not able to continue on as the editor of Pacific Seabirds. He can continue on as sort of an assistant editor. We are about two years behind on that publication. So four issues behind. Pacific Seabirds is normally where we put the Regional Reports and financial reports for the institution to provide that information to membership. Wieteke and myself are helping to sort of try and find through the transition period an editor or a couple of co-editors to gather information from Theo and get those publications out in the near term, and help see this publication through into the future. At the last meeting we talked about what members want to see from Pacific Seabirds, and got a lot of great info from that and a survey we sent out soon afterwards. We need someone to look through that feedback and compile it into a report. Right now Sadie has collected and compiled regional reports, and has more information about that.

Overview: Thanks Anna, for that great update. Regional Reps, as you know you sent in regional reports that you've received in a short time frame. Rachel helped compile those and that is attached to the meeting invite. That's what we have so far, in a standalone pdf. I was curious today to hear if you think we should make that document available online so people can review it and learn what their colleagues are up to in other regions. Or some other plan. Do we want to extend the deadline for another month to continue to solicit regional reports, and I or Lara, compile those additional reports into this pdf and made that available online in the future? Or some other time frame?

Comment: I'm seeing some nodding from Alexis.

Comment: I still have reports coming in and would like to update to the pdf.

Comment: It seems like there is nothing to lose by waiting a little longer. By the time we realized Pacific Seabirds wasn't going to work it made the time frame for gathering reports really short. If we could solicit reports for another week that would be good. Alexis, did you want add?

Comment: I think asking people to submit reports by the end of the month would be good. This format of fairly simple reports in a pdf could be posted to our website and announced by the Communications Committee when it's posted.

Comment: That sounds good. Lara, does that sound good to you because I would likely hand off any materials that I have, and you would need to add the new reports and share with the Communications Committee?

Comment: Yes, that sounds good.

Comment: Have we received anything from the non-Pacific states rep?

Comment: Nope. Some of the other regions, but not that one. It's not complete.

Comment: After this meeting, I'll reach out to all the regional reps again and reiterate the new plan. Submit reports by the end of the month. Does that sound good?

Comment: Yes, I'm seeing nodding heads around the room.

Sadie will email all Regional Reps (incoming and outgoing, at personal and PSG email addresses) with the new Regional Report submission plan to enable including more reports in a pdf to be made available on our PSG webpage.

Comment: Perhaps in the future we can make the reports available online via the Google Drive in a living document, but for now we'll stick with the pdf because that's the fastest and shortest solution.

Comment: I'm not committing, but I do see how it would be simple to do this in Desktop Publisher.

**Laughter and discussion about how Kerry would be good at that.

17. RESPONSIBILITIES OF EXCO MEMBERS AND HANDBOOK

Overview: I know we don't have everyone here, and thank you to all of you who were able to make it. I will do another reminder at our next monthly meeting when hopefully everyone is there. Thank you for agreeing to being part of the leadership and running of the organization. Please take time to review the PSG Handbook. It is very useful and has a lot of great information on roles and responsibilities in particular. The ExCo officers and regional reps are foundational and everyone's participation is key and also required to vote related to the policies and actions for PSG. We need quorum, and that's what makes us able to get things done. I will make an agenda item at the next meeting. Again, Sadie a number of folks have needed to leave. We may need to chase people down about the Conflict of Interest form.

Rachel will prepare a report for an agenda item for the next monthly ExCo meeting to review roles and responsibilities of ExCo officers and regional reps.

18. CONFLICT OF INTEREST FORMS

Overview: Sounds good. Basically I provided everyone with the pdf in the Final Report package for our meeting today. This is a preview. We need a signed one from each ExCo officer and regional rep to be sent to the Secretary. If you're so inclined you can snip that from the Final Reports package, sign it, photograph it, and sent an electronic copy of the signed version to the Secretary address. I am going to work with Lara to get her the fillable document and she will email everyone who needs to sign it and keep track that everyone has submitted a signed conflict of interest form. She will work with the Chair to send people reminders, but what would be easiest is if you sign it right now and send it to the Secretary's email address.

Lara will email everyone on ExCo with the fillable conflict of interest form for them to sign and send back prior to our next meeting.

Comment: Thanks Sadie. All right, can we do a review of new action items?

REVIEW OF NEW ACTION ITEMS

Sadie describes all the action items highlighted in red above. There is some discussion about whether to include an action item related to investigating whether to remove the word “voluntary” for following the Code of Conduct. It was determined that action would likely need an ad hoc committee to investigate and advance that topic, and it should be added to the work plan. No action item needed.

Comment: That’s the list of action items I captured. Any other items you want to see on the action item list?

Comment: One thing that I thought we were planning to discuss today was regarding honoring Justine for all her help with organizing the Annual Meeting?

Comment: That’s right.

Comment: I don’t know if that’s happening outside of this group?

Comment: That’s right, that was on the action item list for Nacho from last month.

Comment: Justine texted and said that 5 minutes ago, Nacho was 10 minutes away with pizza. HE should be here soon.

Comment: I thought we asked him for suggestions.

Comment: I didn’t hear from him.

Comment: Maybe we can vote on it.

Comment: It depends on what it is. I don’t know that it needs to be a full session vote. If it’s in their budget or under \$2k we can do it, and I don’t think we need a vote. Thank you Sadie, I think that’s it for now. Okay, food is coming.

2022 CHAIR’S CLOSING REMARKS

Overview: Okay, I am just going to say thank you to everyone. I did not expect to spend my first two years as Chair totally virtually when I agreed to run. Or I thought the first year would be, but it hasn’t been in person. It has been fun and exciting getting ready for this. Roberta and I were supposed to be in a guidance role, but we did not remember how to do all the in person logistics. We were learning together. Thank you, and it’s been fun working with all the outgoing folks, and welcome to the incoming folks. Before we let the folks on the phone go, here is Nacho, our Local Committee chair, to close us out. Sadie shared what you emailed to her earlier, but is there anything you want to emphasize?

Comment: My experience has been good. There is so much that goes on and so many people help out. I’m standing on peoples’ shoulders. I learned that meetings are expensive, I think they are going to continue to be expensive in the future. I think we need to do a lot of fundraising. We raised about \$50k and that saved our butts. People need credit cards to make transactions more efficient. We need to take

more advantage of having everything in the Google Cloud. There were so many email versions of the program and the schedule. And that was tough. It should be on Google Drive. We used that. Lastly, we can't go away from using Justine or something like her. We need that support. She knows where we can cut costs. She has so much experience. We can do it, but I think we would spend more money and time.

Comment: A significant portion of what we pay her is travel costs.

Comment: She knows us and she knows the needed details. She's integral.

Comment: She helps us move forward together.

Comment: It's been nice and Justine is helpful. Things are getting expensive.

Comment: What do you think we should give Justine, up to \$2k?

Comment: Yes, that sounds good. She'll appreciate it.

Comment: Any other items or announcements?

Comment: With 10% inflation, we just lost that proportion of the money we have in our accounts, so you should consider a second endowment fund with the surplus funds in the general fund. Put it in bonds or something.

Comment: Yes, this is something for Juliet and Pam, the incoming Treasurer to talk about. With that, I think we can adjourn for lunch. Is there a motion to adjourn?

Motion to adjourn: moved by Roberta, seconded by Peter.

Abstentions, 0: Nays, 0: Yays, 10, motion passed unanimously