

MINUTES OF THE PACIFIC SEABIRD GROUP EXECUTIVE COUNCIL MEETING

23 May 2023 Conference Call

10:00am-11:00pm (Pacific Standard Time – UTC-8)

Approved



Present: Dick Veit (Chair), Juliet Lamb (Chair-Elect), Rachel Sprague (Past Chair), Lara Brenner (Secretary), Lindsay Adrean (Vice Chair for Conservation), Sarah Ann Thompson (Northern California Regional Representative), Karen Lau Alarcon (Student Representative), Amelia DuVall (Washington/Oregon Regional Representative), Kerry Woo (Canada Regional Representative), Pamela Michael (Treasurer), Julia Gulka (Non-Pacific U.S. States Regional Representative), Alexis Will (Alaska/Russia Regional Representative) [13].

Absent: Jaime Ojeda (S. California, Latin America, Hawaii Regional Representative), JB Thiebot (Asia/Oceania Regional Representative), Tegan Carpenter-Kling (Europe/Africa Regional Representative) [3]

Others present: Wieteke Holthuijzen (Communications Committee Co-Coordinator), Kirsten Bixler (Former Treasurer), Roberta Swift (Former Chair), Justine Miller (Luana Events), Laura Koehn (Local Committee Chair), Sarah Guitart (EID Committee Co-Chair), Jenn Urmston (Membership Committee Chair), Jackie Lindsey (Local Committee) [8].

REVIEW APRIL 5 2023 ACTION ITEMS

1. 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. **Keep this + expand to cover other funding routes and gaps.**
2. Everyone should help contribute to new sections for the website for which you have expertise. Contact the Communications Committee email address. **Keep this.**
3. 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 Dick. **Keep + expand to cover membership committee, Ornithological Council reps, North-East Asia Seabird Conservation Committee co-chair, communications committee members, Pacific Seabirds committee members, and local committee folks (especially for Costa Rica).**

4. Katie on EID committee will put together some information about the draft honorarium policy for review at the next meeting. **Postpone.**
5. Everyone should email Anna at the communications account if you want to see results of the annual meeting survey. **Done.**
6. Everyone should email Anna if they want to join the ad-hoc committee to revive Pacific Seabirds. **Keep this.**
7. Pam will find someone to serve as the "agent of service" for PSG. **Done.**
8. Nacho will get in touch with Pam to discuss paying Justine a bonus for her work at the San Diego Meeting. **Keep this - communication has been made but this needs to be followed up on.**

WELCOME, INTRODUCTIONS, & APPROVE AGENDA

Motion to approve the Agenda, moved and seconded.

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

1. APPROVE 5 April 2023 MINUTES

One correction – Dick Veit’s name spelling corrected in one location.

Motion to approve the 5 April 2023 minutes, moved and seconded.

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

2. 2024 MEETING BUDGET AND REGISTRATION

- a. For PSG 2024, we're hoping to get some input on the estimated costs for Plenary & Awardee Travel, Plenary Speaker – EID, International Scientist Travel Award, Non US/Canada Student Travel Awards, and Student Travel Award
- b. We also have projected registration amounts that we wanted have you guys look at.
- c. COMMENT:
 - i. When would you need to have those estimates by?
 1. There's a proposal from the EID committee for a specific amount of money to cover travel and honoraria for those speakers. I'm will propose increasing travel support for foreign students and foreign scientists, and we were trying to have that together in time to put something into the 2024 meeting budget.
 2. Could we discuss those things here and then by the next EXCO meeting we could have a voting item on how to determine those amounts.
 - ii. Do you need an estimate before the time of the next ExCo meeting?
- d. COMMENT:
 - i. We'd like to get ready to start some communication and announcing things, so to I think registration rates are the most important to start putting together.
 - ii. I'd also like to start booking some of the vendors that we're going to need, like the exhibit and booth space vendors.

- iii. Is it OK if I start moving forward with getting quotes for the poster board rentals, etc., even though we don't have an approved budget to work from just yet?
- e. COMMENT: I think yes.
- f. COMMENT: For the student travel, what's in the budget is usually what we earned from the last auction, unless there is some supplement to that. But normally, you just take what you got from the auction and then you divide it up into the speaker support categories.
- g. COMMENT: Seems that at the next meeting we should vote on an annual meeting budget, and by that time, we'll have amounts in all the categories and then we vote to approve that or not.
- h. COMMENT:
 - i. In some years that has gone as late as August or running up against the PSG annual budget meeting.
 - ii. For now, if the ExCo can see the budget as it currently is, see where the gaps are and ask any questions, that's sufficient. For those folks who are new and haven't gone through the process yet, this is a good time to discuss because if there are changes or other information we want, then we still have time to revise.
 - iii. We can add in some of the plenary information. I'm managing the Lifetime Achievement and Special Achievement awards in coordination with Juliet - that'll probably be two people, to which we have been budgeting about \$2000 each, possibly more.
 - iv. In past years, some of the international Non-US and Canada Student Travel Awards, International Student Travel Awards, or International Scientist travel awards just come from the meeting budget. The challenge is that that already adds a bunch of expenses. The meeting budget is currently overbudget at about \$30,000. That's even with regular registration rates at \$575.
- i. COMMENT:
 - ii. The budget has a couple items highlighted in yellow - those are areas that we either had some questions about or we thought we could cut if needed.
 - 1. For instance: recorded room. We were trying to figure out a way to do at least one room recorded, not live stream, that we could then put online after the meeting. But if we don't want to offer that for this next conference, we could easily save some money there.
 - 2. The next one is music for the banquet night. We have a couple of different ideas for the banquet night. We're not exactly sure what we're going to do just yet, but if we are looking to save costs, maybe we don't do a DJ or any music for that night.
 - 3. The last item to save money on would be the welcome night, if we don't host anything or host a very small amount, just enough to have a space reserved. Then everybody would do cash bar and snacks.
 - iii. We're trying to be conservative with what we're estimating for the sponsorships, but our team is excited and motivated to go out there and start asking. We are hoping to reach the \$50,000 - \$55,000 level that Nacho raised last year.
- j. COMMENT: When is the next EXCO meeting?
- k. COMMENT: We don't have one scheduled yet - we would do that after this meeting.
- l. COMMENT: When would we think a good time to have that meeting would be? It seems to me we need a target for approving the budget.
- m. COMMENT: We usually have meetings monthly, especially as we're running up to the annual meeting.

- n. COMMENT: Late June, or even into early July would be great timing for Justine.
- o. COMMENT: **Do we want to aim for finalizing the meeting budget by middle of July?**
- p. COMMENT: It's up to the chair and the local chairs, and whether that would work for them. The gaps are questions that I think are relatively easy to put together, mostly because of Justine's experience in knowing what a lot of these costs are.
- q. COMMENT: I like the idea of the recorded room, even though it adds quite a bit of cost. That way folks that cannot attend for financial reasons or for health reasons will still be able to get something out of these meetings and still be able to participate.
- r. COMMENT: I wonder if maybe there's an alternative - like rather than recording a room, having some sort of post-meeting Zoom sessions where people can repeat their talks. Because that seems like a huge line item for only recording a subset of the talks.
- s. COMMENT: It depends on which talks are in the room that get recorded. But I wonder if you announce ahead of time that a third of the talks are going to be recorded, then people just won't bother to register for the meeting.
- t. COMMENT: Or they'll preferentially not go to those talks because they can watch them later.
- u. COMMENT: I'm also not sure how many folks do wind up watching those recorded sessions after they happen. As much as I'm in support of them, I do understand that if they don't wind up being watched, that's a significant amount of money for only a handful of people to wind up using that resource. But I thought that having a post-session zoom for folks to continue discuss talks was a great idea.
- v. COMMENT: Seems like it would be cheaper and easy to organize.
- w. COMMENT: The great thing about the venue this year is that we have a lot of space in comparison to last year. Maybe we could set up a room where people could come in and record their talks on an iPhone or an iPad or something, just as a practice session. If they're comfortable with sharing it, then we could put it online. If we don't have to use the AV from the vendor to record these talks, we're going to save the significant amount of money.
- x. COMMENT: Has there any been any discussion to going back to what Lindsey Young did in Oahu - just having one room be a Zoom meeting?
- y. COMMENT: That's what we were hoping to do. It's just that prior to COVID, live streaming wasn't this huge money maker for companies, but it is now. The AV cost to record or live stream anything is astronomical because it's now a norm, so they're charging a lot for it compared to 2020.
- z. COMMENT: At the Wildlife Society Conference, they requested that when folks uploaded their PowerPoint, they also uploaded a video of the presentation. At the time it was a pain, but it is a helpful way to prepare for your talk. Then they were posted online for people to watch. I don't know if there was a fee to watch them online or not. I tend to feel that if given the option of watching the talk in person versus online, people prefer to watch it in person. I'm personally not so concerned that having talks available online is going to dissuade people from going in person if they can.
- aa. COMMENT: These are some great ideas. Maybe the local committee could put some more thought into exactly how we could do it, where it's more on PSG ourselves recording or requiring talk presenters to record prior to the meeting rather than having such a large line item.
- bb. COMMENT: As far as some of those missing numbers in the budget, I think Roberta and Rachel could probably fill that in. It seems like some of them have standard amounts associated with them that could be filled in.

- cc. COMMENT: I would love to have some feedback on the estimated registration cost. We thought that keeping student member or non-member the same as last year was a good idea, while slightly raising the rates for everybody else. We're looking at doing the conference basically the same as we've done it the past couple of years - offering at least two lunches, coffee breaks and some sort of either morning or afternoon snack, which are included in your registration cost.
- dd. COMMENT: There was a discussion at one point about reducing the number of lunches to one. Did you decide to stick with two?
- ee. COMMENT: We're totally open. Usually, we've done the two lunches because we're trying to encourage people to attend the PSG member meeting or the conservation meeting, which are on different days. But if we don't need to include those in the lunchtime hour and instead are able to fit them into the daily talk schedule, then maybe we can get rid of one of those lunches at least, and encourage people to use the surrounding area for lunch.
- ff. COMMENT: We had a side conversation about doing the conservation meeting at the end of the scientific program days, since we'll probably just be doing a plenary talk in the morning. If we wanted to go from 2 lunches to 1, that would help with the budget.
- gg. COMMENT:
- i. There's always mixed feedback from attendees. Some people would like to have the registration cost a little bit higher and have it cover more food, and others like to have the registration cost lower because it's easier to justify that their employer and then they're getting a per diem or reimbursement anyway.
 - ii. If there are a lot of options around the conference venue, since it's in downtown Seattle, we probably could err on the side of constraining the registration cost a little bit and offering a little bit less food and drink.
 - iii. Given that people were a little bit sticker shocked last year after two or three years of virtual meetings then seeing last year's registration rates, we might get even more pushback if we go up from there.
- hh. COMMENT: This is an increase of \$50 per registration area. We do need to spend \$90,000 in food and beverage at the hotel in order to keep our venue fees free. It's not going to be hard to do - we're easily going to max that out. If we did lower the lunches, that would drop our overall budget a little bit. There are a lot of places to eat around the venue.
- ii. COMMENT: At the San Diego meeting, going out to get lunch and then come back for talks was just not feasible, so you sort of had to have lunches. But Seattle should be pretty easy.
- jj. COMMENT: Even if we were to drop one of the lunches, we're not looking at a huge savings registration cost wise. If we drop one lunch plus the recorded room then we might be able to bring down registration costs slightly, but everything is so much money these days. Unless we're making significant cuts throughout the budget, I'm not sure how much more we could drop registration costs.
- kk. COMMENT: I also thought the registration costs seemed high relative to other conferences, but I'm looking at American Fisheries Society and their current non-member rate for Michigan is \$825. This is the new norm we're at, unfortunately. I thought we were being high relative to other conferences, but then I started looking at some other conferences and that's not necessarily the case, especially for how much food we offer.
- ll. COMMENT: If we decide to start dropping lunches, traditionally we always have lunch for the members meeting just to encourage people to come. We also have a lunch for the past chairs meeting.
- mm. COMMENT: I'm planning to send you the past chairs to lunch somewhere else, not at the hotel, to help with the cost.

- nn. COMMENT: We have some time to think about everything that we shared today and come up with any questions or feedback. We did do some research into some other conferences, and we didn't feel that the costs were too outrageous, even with the increase. It's just a matter of where you guys think our participants will be able to meet us at.

3. APPROVAL OF LUANA EVENTS PROPOSAL FOR PSG 2024 MEETING

- a. Attached is the report for retaining Justine of Luana Events to support the planning of the joint meeting of PSG and the Waterbirds Society proposed to be held in Costa Rica in early 2025.
- i. We still need to work out the actual formal cost-sharing with the Waterbird Society. We are a little bit bigger than they are, but we have talked about these upfront costs being split 50/50.
 - ii. The initial deposit for this agreement would be 25% deposit.
 - iii. Justine's contract cost is similar to what she has been doing with us for the last couple of years. It is \$9000 plus the 4.712% Hawaii General Excise State Tax, essentially sales tax, and then travel reimbursement for two trips.
 - iv. Waterbird Society has asked us to guesstimate the travel reimbursement cost so that we can approve up to a certain cap amount.
- b. COMMENT: Justine is invaluable. When we went to the hotel in Seattle, she knew to ask all the right questions. I would have no idea what to have done without her. She is probably very much needed and worth the cost.
- c. COMMENT: I'm concerned that they don't have enough people down there in San Jose to do all the organization.
- d. COMMENT: We're going to need to find some at least sort of local Co-Chair of the Waterbird Society, and it has to be someone in San Jose, in Costa Rica. I think they could use some framework, a checklist with certain time frames, etc. I think Justine will help bring some structure.
- e. Motion to approve contract to retain Justine Miller to support planning and execution of the 2025 joint annual meeting with The Waterbird Society, moved and seconded.
Abstentions, 0: Nays, 0: Yays, 12, motion passed unanimously
- f. COMMENT: We'll work with the Treasurer to get half of the 25% deposit.
- g. COMMENT: Because of the cost share with the waterbird society, would that theoretically mean that that that meeting should come out to be a bit less expensive for us? I know it's hard to put Costa Rica on the same level as San Diego and Seattle.
- h. COMMENT: Theoretically yes. The registration is also going to be shared. We've haven't come up with an actual proposal yet. Do we split the revenue based on how many of each society register? There's some that are joint members. Or do we just do it 50/50? If there's silent auction items that are donated, do we color code them based on each society and have them check out with different people? Then it gets into the percentage of the loss. Say there's a \$25,000 cost - is that just split down the middle? I think it's probably going to either need to be some sort of very consistent split down the middle or a consistent rule, rather than different percentages for different components of the meeting.
- i. COMMENT: At the last joint meeting there was a lot of contention about how everything was split up. and I think that in one of the prior meetings with Chip, we said we were going

to do everything 50/50 because the calculus was so complicated. I think Doug Forsell was involved with that meeting too, so I think we should talk to both of them before we make a decision.

- j. COMMENT: Clearly you're still working out the cost sharing. I'm just curious, does Waterbirds have an equivalent of Justine, or will she end up doing the bulk of the planning for this? Do we carry that cost for the organizing if she ends up doing most of it?
- k. COMMENT: We would split the hiring cost between the two groups, so hopefully we shouldn't take on any extra burden for her compensation.

4. FINANCE MANAGER HIRING

- a. PSG has grown, and the treasurer position has become untenable - we've been burning through treasurers very quickly. Pam is already feeling way in over her head even on day one of this job.
 - i. We realized pretty quickly that we were going to need to get some help in this area, and several of us have been discussing the best way to do this. After talking with Justine about what other societies are doing, we've come to the conclusion that having someone with professional finance experience to help us out part time would be the best way.
 - ii. The amount that we're requesting for this is a maximum of \$9100. It depends on who we hire and their experience level, but this is to be able to pay someone for five hours a week, in line with how much people get paid sort of to do this work.
 - iii. This is fundamental to a lot of things that we're talking about - like how to organize our spending to be able to fund a lot of these requests. We really need someone who's going to be on top of the budgeting and financing to help out the treasurer because they can't handle it alone.
- b. COMMENT: Kirsten was brought on pretty much immediately after I started transitioning into the treasurer position because it was clear that support was needed. Even with the two of us, it was clear that that we will benefit significantly from gaining this continuity.
- c. COMMENT: Do we have a potential person in mind for this position?
- d. COMMENT: The idea was to float the job description both within PSG and our networks, as well as broader hiring platforms. It would be great to have someone that's familiar with PSG, but we don't know if we really have that expertise in-house. We want someone who's interested in the work but really has that finance background.
- e. COMMENT: I assume you have a good sense of this, but how would this hire fit into our annual operating budget?
- f. COMMENT: We're still figuring that out. I don't have an exact number for you right now, partially because there's so much work to be done balancing the accounts and QuickBooks, but we can positively afford it. I can't really speak to an exact number right now, and I don't want to say anything until we can be highly quantitative.
- g. COMMENT: The next step would be to put this job ad out. The goal in terms of timing would be to get someone in place toward the end of this summer, so that they'd be able to ramp up to the meeting while getting to know PSG finances.
- h. COMMENT: Do we envision that this person could also help with budget and support for the HELPS committee and EID Committee? We've been having conversations on the side about

making those programs sustainable, and that this seems like a cool opportunity if there's capacity to work on those pieces as well.

- i. COMMENT: That's a great point. The person in this position needs to help us figure out what percentage of our endowment we can spend in any given year, and how it can be put toward all these different things that need a lot of money and we don't have consistent income streams for. We need a finance expert to guide us - that would increase our capacity long term.
- j. Motion to approve a maximum of \$9100 to hire a finance manager.
Abstentions, 0: Nays, 0: Yays, 12, motion passed unanimously

5. REGION SPECIFIC LISTSERVS

- a. I wanted to discuss having sub-listservs for the specific region areas, as opposed to having this group-wide listserv as the only thing available. I only want to move forward with it if there's interest and support for it. I sent out a little survey to the Washington/Oregon Group to see if there was interest and there was, but I also had very low turnout in the survey.
 - i. Is this something that has been discussed previously before?
- b. COMMENT: I don't think so. We've discussed more active moderation of the current listserv, but it has not been carried forward. If there are groups or regions that wanted to self-organize, I don't know if the current listserv platform would be available to use. The PSG listserv has been around for a very long time. It's managed by Verena Gill. There's are many new platforms - there could even be like a slack channel that could be region specific.
- c. COMMENT: We could definitely experiment with slack - we could easily set up regional channels. One nice thing about that is that you wouldn't necessarily need to have a volunteer to moderate that Slack channel. That could also be a drawback depending on how it goes. Slack can be a little bit intimidating at first, but it's pretty intuitive, so if you want to talk about that more myself and Anna would be happy to chat.
- d. COMMENT: I'm just looking for ways to try and help increase communication on a region-wide level and to encourage people to reach out. I know that the big listserv can be intimidating for various reasons. But I'm also looking to limit burdening people with more things to coordinate.

6. EID COMMITTEE UPDATE

- a. We were discussing at the recent EID meeting that we need to secure funding for the indigenous knowledge and seabirds special session at the annual meeting. We were thinking about soliciting abstracts and offering people funding for travel and their time.
 - i. We're requesting that PSG ExCo allocate 15,000 to this special session for about 6 to 8 speakers. These funds will provide transportation, lodging and registration, as well as the time spent preparing these talks.
- b. We're also looking to merge the corresponding members committee and the EID Committee. I wanted to hear a little bit more about how that process should go.
- c. COMMENT: I think it's very important for PSG to encourage international researchers, particularly from South and Central America and eastern Asia, to join PSG and to participate as much as they can.

- i. I wanted to discuss ways that we could go about raising money to cover these expenses. I understand we're in the hole and everybody needs money. But we can make Pacific Seabird Group more international and relevant than it is already.
 - ii. I thought the EID program in San Diego at the last meeting was a big success. Many people came up to me and said how much they enjoyed the talks that were part of those.
 - iii. Also at the San Diego meeting, there were a number of people from Chile, Peru and I think Mexico, who submitted abstracts, fully intended to come and then backed out at the last minute because they couldn't afford to come to the meeting. I think we should work hard to reverse that trend and to do everything we can to encourage participation by international researchers.
 - iv. \$15,000 sounds like a lot in the context of the budget sheets that have that we've just seen, but I'm in favor of it. We're not going to pull \$15,000 out of a hat, but I think there are ways we could move towards coming up with that kind of money.
 - v. Rachel has just put together a list of various ways that PSG already has of raising money as part of the annual meeting budget or in other ways to cover this sort of thing.
 - vi. How should we should address this, both as a general issue and particularly the EID program for Seattle?
- d. COMMENT: I'm just looking for a little bit of information on how you go about soliciting the abstracts, and if the EID committee has provided support to help in creation of the abstracts.
- e. COMMENT: Derek Harvey has worked hard to solicit speakers for these sessions, and a lot of times they have had to drop out. Right now it is mostly just interpersonal communications with folks - we don't have a system for trying to figure out how we would solicit abstracts.
 - i. We wanted to try to find a way to secure funding first, then we would move forward with soliciting abstracts.
- f. COMMENT: Until PSG becomes more well known in other spaces, I think the most successful way is going to be working with partners.
 - i. Grant Gilchrist is really interested in bringing some of his Inuit partners next year. Delbert has the standing invitation to return. Right now we'll be relying on people bringing their partners along to participate.
 - 1. It's partly on us as partners to help to support to support their attendance but having some PSG support too would be fantastic.
- g. COMMENT: It would be great if we could have an identified process for soliciting abstracts and finding people. Because it would be a real shame if we got the funding and then we had years where we come up empty.
 - i. It would be nice if there was sort of a plan in place, like focusing on people from a certain region in a particular year. Maybe that helps focus the search for abstracts. There could be a disconnect between the PSG community and the folks who we want to try to hear from.
 - ii. If there's turnover in the EID group, lessons that have been learned might get lost, so it might end up being more challenging in some years than others.

- h. COMMENT: We have quite a few contacts in Mexico, Chile, maybe Peru. The people on the EID committee could contact them and ask if there are people we could invite to participate.
- i. COMMENT: It can also take time depending on the community you're talking about. It would be great if we had a method and maybe activities that happen at certain time points when we're trying to establish new relationships and build trust there. Some communities that we're talking to might not know what the abstract submission process is about. I assume that the EID committee is providing that kind of support, but I wanted to ask and see if we could formalize the process. I think that will be important to actually to make the best use of this funding, if we find it.
- j. COMMENT: A fundraising committee is something that's been discussed over the years several times, and it seems like we just don't have the capacity for it. We have limited people with time and expertise.
 - i. Maybe we need a little bit of expertise to throw at fundraising, which I don't think we've ever had. It's not something that's in the finance manager expectations, but something to think about.
 - ii. We did get a Packard Grant to cover travel for the meeting in Mexico, and we should think about that for the Costa Rica meeting if it's not already in the works.
- k. COMMENT: I really like Lindsay's idea about regional focus, especially focusing on the area where the meeting is. If you could have 6 speakers and bring in three from local communities and maybe 3 from further away, I think that would be fantastic.
 - i. For international participants, there's the international travel funding that already exists that could be potentially increased.
 - ii. There are opportunities to bring in people through the plenary through the years through these different channels.
 - iii. Thinking about this as a big part of a bigger picture, about how we're distributing funding and how we could maximize what we're able to do with our funding will be key.
- l. COMMENT: The EID committee is relatively new, and it's been mostly Derek and Katie working really hard to do all of the work that they've done. Part of what Derek wanted to do was to have more time to work on the indigenous people and seabird sessions and establish those relationships. Maybe we can have a subcommittee try to figure out a more formalized way to do this as.

7. ANNUAL MEETING TRAVEL SUPPORT FOR INTERNATIONAL ATTENDEES

- a. There are people who might not fall into the indigenous people working with seabirds category that are nevertheless within countries with lower income who would have difficulty attending the meeting. It would also be a nice idea to raise money for that. Rachel came up with a list of ways to generate money for international scientists. There's already money for international students. There are various ways already built into our fundraising capability, but I think we need more.
 - i. I would just ask between now and the next meeting, let's think about how we might increase our capacity. We could raise the individual registration amount, have a box to tick for contributing to travel funds for international scientists, and so on. It will take a couple of years to work out the kinds of issues that you that you brought up. But I think this is something that's really going to pay off in the long run.

- b. COMMENT: I've been parts of some groups who have not been very fiscally responsible and I want to make sure that we are. The questions I've had about funding have not necessarily been that I don't support the idea, it's that PSG doesn't currently make enough revenue to fund more than \$2000 or \$3000 a year total across all general requests.
 - i. I'm hoping that by sitting down and thinking about the groups we're trying to engage with, like students, early career, international, indigenous, and others. What are the biggest gaps for them being included? What's the total amount that we would want fund across all of those. Where might be we be able to get some of that funding?
 - ii. The endowment comes from lifetime memberships. It wasn't meant to just grow forever. It'll be helpful for us to get together and think about some of the ways that we can bring in money to help fund the requests so that we can help our committees.
- c. COMMENT: I like the idea of getting together to have a separate discussion on this and methodically going through all the different possible ways we could do this and how it would impact our annual budget.
 - i. Funding for international and indigenous attendees would be a really good fit for finding external grant funding. It seems like something much easier for us to find funding for than a zoom recording room or any of the other line items that were struggling to cover already.
- d. COMMENT: The EID committee was looking for folks to help us out and take on the role of trying to find funding and grants. Unfortunately, we didn't have any volunteers because everybody's super busy. Any support that we can have would be fantastic.
- e. COMMENT: I'm the PSG membership coordinator. Stephanie Laredo was the Co-coordinator. She stepped down earlier this year, so it's just me now. I would like to put in a request for everyone to try to brainstorm someone you might know who might be interested in shadowing me, working with me and eventually taking over as membership coordinator. I've been here for over 2 years now and sadly I'm not very involved in the seabird world anymore. I would really like to get someone on board to start training them so that I can eventually step down. I reached out to anyone I could think of and unfortunately haven't had much feedback.
- f. COMMENT: Is this something that could be shared on the PSG list serve? Is that have you thought about that or did? You feel like that would be.
- g. COMMENT: Yes, I could do that.

REVIEW OF NEW ACTION ITEMS

1. First five action items from the last meeting are being expanded and carried over to the next one:
 - a. EID committee, HELPS committee, LoCo committee, and Rachel will work to identify indigenous speakers for annual meeting and identify routes to fund expansion of indigenous, student, and international participation in PSG.
 - b. Communications Committee should contact folks with expertise to help update sections of the website.
 - c. Everyone should encourage PSG friends to serve on membership committee, Ornithological Council reps, North-East Asia Seabird Conservation Committee co-chair, communications committee members, Pacific Seabirds committee members, and local committee (especially Spanish-speakers for Costa Rica).

- d. Everyone should mail Anna if they want to join the ad-hoc committee to revive Pacific Seabirds.
- e. Pam will follow up with Nacho to ensure that Justine gets paid a bonus for her work at the 2023 annual meeting.
- 2. New action items from this meeting:
 - a. LoCo committee and Justine will work to fill in gaps in annual meeting budget and submit for approval at next meeting.
 - b. Juliet will move forward with floating the finance manager position.
 - c. Wieteke and Amelia will work together to test out a Slack channel for the WA/OR region.

MEETING ADJOURNED

Motion to adjourn: moved and seconded.

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