

MINUTES OF THE MARCH 20 2026 PACIFIC SEABIRD GROUP EXECUTIVE COUNCIL MEETING

20 MARCH 2026 Conference Call

9:00-10:00 PT (Pacific Time)



Present: Don Lyons, Chair; Allison Patterson, Secretary (Interim); Julie Skoglund, Treasurer; Tabatha Cormier, Student Representative; Julia Gulka, U.S. Non-Pacific regional rep; Scott Pearson, Vice-Chair for Conservation; Jim Howard, S. California/Latin America/Hawaii Regional Representative; Kerry Woo, Canada Rep; Brian Hoover, Northern CA regional representative; [10]

Absent: Dan Barton, Past Chair; Tom Good, Chair Elect; Anne Schaefer, AK and Russia Regional Rep; Jerome Fort, EU/AF Representative; Ryan Carle, Washington/Oregon Regional Representative; Ariel-Micaiah Heswall - Asia/Oceania Rep; [5]

Others present: Juliet Lamb, Former Chair; Kim Lato, Communications Committee; Justine Miller, Luana Events; Laura Bliss, Secretary (Parental leave);

ExCo Officers, Committee Leads, and other interested PSG members

***Indicates the need for a vote

Time (PT)	Item	Owner
0900	***Roll call, approve agenda, and review 03.20.26 action items	Don, PSG Chair
0905	***Review and approve 02.23.26 notes - Report #1	Allison, Secretary
0910	Welcome new & returning ExCo	Don, PSG Chair; Juliet, Past chair
0920	Treasurer Update - Report #2	Julie, Treasurer
	Donation of matching funds from Craig Harrison	Scott and Don
0930	2026 Annual Meeting Report	Don, PSG Chair; Justine Miller, Luna Events
0940	Update on exploring partnership with Canadian Science Publishing to produce Marine Ornithology	Natasha Gillies, MO Manager
0950	Recruiting volunteers for Pacific Seabirds	Kim Lato & Angie Trumbo, Communications Committee
0955	***Review action items and adjourn	Don, PSG Chair & Allison, Secretary

Agenda approved: (10 yes, 0 no, 0 abstain)

February 23, 2026, Action Items

- Treasurer and chairs will investigate the legal ramifications of changing the purpose of the publication's endowment and set-up a side meeting with the Conservation Committee, Scott, and Don to follow up on funds matching and contributions to conservation grants.
- The treasurer will initiate a conversation about implementing the new document retention policies with the Chair and the Communications Committee. Expect to renew this effort after the Virtual meeting.
- Update conservation chair handbook and review protocol for sending letter updates to PSG listserv, draft will be sent for review soon.
- Recruiting an editor for Pacific Seabirds and volunteers for the communications committee. (Chairs and Communications Committee)
- Develop region specific email lists.
- Schedule a Code of Conduct training session for ExCo before the summer field seasons start (Tom Good)
- Convene leads of various PSG working groups to discuss coordinated needs, strategies, and opportunities for PSG support (Juliet, Patrick O'Hara, Brian Hoover)

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03.20.2026 Meeting Details

March 20, 2026 | 9:00 AM -10:00 AM PT

Pacific Seabird Group is inviting you to a scheduled Zoom meeting.

Topic: Pacific Seabird Group's Personal Meeting Room

Join Zoom Meeting

<https://us06web.zoom.us/j/2216867094?pwd=ArEd1ZqAqUKCKMz5bIFFL09x9eecgD.1> is

Meeting ID: 221 686 7094

Passcode: PSG2025

One tap mobile

+12532050468,,2216867094#,,, *8345420# US

+12532158782,,2216867094#,,, *8345420# US (Tacoma)

Dial by your location

- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 719 359 4580 US
- +1 720 707 2699 US (Denver)
- +1 346 248 7799 US (Houston)
- +1 669 444 9171 US
- +1 646 931 3860 US
- +1 689 278 1000 US
- +1 301 715 8592 US (Washington DC)
- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 360 209 5623 US
- +1 386 347 5053 US
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 646 558 8656 US (New York)

Meeting ID: 221 686 7094

Passcode: 8345420

Find your local number: <https://us06web.zoom.us/j/kfC4WuVVz>

02.26.2026 Meeting Minutes - Report #1

See attached document:

- [W Minutes of the February 23 2026 PSG Annual ExCo Meeting.docx](#)

(10 yes, 0 no, 0 abstain)

Welcome new & returning ExCo - Juliet Lamb & Don Lyons

Please review the PSG Handbook which outlines how the organization functions. Past and continuing members of PSG ExCo are great resources for understanding roles, so do not hesitate to contact colleagues with questions and ideas about the organization.

Ran through introductions of all attendees.

We expect to have monthly meetings going forward, with some potential gaps during summer field seasons.

Treasurer's Update - Report #2

To: Pacific Seabird Group Executive Council

Prepared by: Julie Skoglund and Emily Penttila

Date: March 2026

Report: Treasurer's Update

Key Points & Updates

Account Balances (as of February 28, 2026):

- **Neuberger Berman:** \$491,720.67
- **Axos Checking:** \$222,659.62
- **Marine Ornithology Bank Account:** \$4,013.94
- **Total Assets:** \$719,394.23 — an increase of **\$33,384.76** compared to the same period last year.
(See attached Balance Sheet.)

PSG's financial position remains strong, with continued growth in the endowment and no outstanding liabilities. The increase in total assets is primarily driven by endowment performance. The checking account reflects ongoing operational and programmatic activity. Financials for the annual meeting are still being reconciled, and additional expenses are expected as invoices are received and processed.

Operating Revenue & Expenses (FY25 to date):

- **Total revenue:** \$96,739.91 (budgeted: \$86,434.31) – **112% of budget**
- **Total expenditures:** \$50,318.97 (budgeted: \$79,184.01) – **64% of budget**
- **Net Operating Revenue: \$46,420.94**
(See attached Budget vs. Actual report.)

Revenue is currently tracking ahead of budget, driven in part by strong annual meeting sponsorship and Marine Ornithology income. Expenses remain below budget primarily due to timing, with additional annual meeting expenses still to be recorded.

Restricted Fund Balances (as of December 31, 2025):

- **Conservation Fund:** \$15,409.32
- **Former Chairs Fund:** \$21,192.07
- **Lifetime Membership Fund:** \$4,000.00
- **Access Fund (Travel & Membership):** \$2,105.10

Endowment Committee – Trustee Recruitment

Gary Collar has remained engaged with the Endowment through completion of the 2025 Annual Report, and we are very appreciative of his continued support during this transition. **We urgently need to identify a new trustee** with experience in investment management, finance, or nonprofit fund oversight — someone who can help guide PSG’s endowment through its next phase of growth and stability.

If you or someone in your network may be a good fit for this role, **please contact me as soon as possible**. We are actively seeking recommendations and hope to fill this position without delay.

Upcoming or In-Progress Tasks

- Continue monthly bookkeeping, payments, and invoicing
- Post-meeting financial reconciliation (in progress)
- Endowment withdrawal execution (pending Trustee approval)
- Document Retention Policy: governance placement and implementation planning
- Preparation for FY2025 tax filing underway
- FY2027 budget development process to begin shortly
- Sending out updated Volunteer Hours document
- Ongoing discussions:
 - Implementation of second endowment fund
 - Expanded permissible use of the publication endowment

See attached documents:

 Repx_Treasurer update_March 2026.docx.pdf

 PSG Income Statement Oct 2025 - Feb 2026.pdf

 PSG Balance Sheet as of 2-28-2026.pdf

Question: Has there been any interest in the Endowment trustee position from requests made during the annual meeting?

Reply: No, there has been no interest so far.

Donation of matching funds from Craig Harrison - Scott Pearson

Upcoming meeting on April 2nd with Craig Harrison who is interested in making a donation, but would like to have matching funds for the donation. This is an exploratory meeting to understand what the goal of this donation will be. I am looking for input on what our needs are prior to this meeting.

Comment: Our overall accounts are in good shape at this time. We have been able to maintain the endowment to cover 3 years of operating costs. In the past, there have been larger fluctuations in the fund than we have experienced lately. I expect our endowment should be stable for the foreseeable future. I think the question is whether surplus could be directed to the conservation fund without jeopardizing the stability of the endowment fund. I do not know that the donation is tied to the ability to match funds, but this is an opportunity to raise additional funds.

Question: Is the current ExCo and PSG in general well aware of the Conservation Fund Program. Do we need to do a better job of advertising the Fund and what it is used for? **Only three attendees raised their hands**

Comment: There seems to be a lack of awareness of the Fund. It's maybe not clear who is responsible for this, whether it falls to ExCo or the Conservation Committee. This is something we should clarify. Julie and I have been talking about working with Communications to raise the profile of opportunities and awards.

Comment: This is something I expect the Conservation Committee to lead and ExCo to support. Now there are multiple funds that PSG is administering (e.g. travel awards, HELPS), beyond the conservation committee. It may not be realistic to allocate surplus PSG funds to the Conservation Committee when we have multiple funds within the organization that could be supported.

Comment: It could make sense to have a position on ExCo devoted to fund raising, both for the annual meeting and for other funds.

2026 Annual Meeting Report - Don Lyons & Justine Miller

There were 196 registrants for the on-line meeting, this exceeded the number that we had budgeted for (150). That outcome has helped the budget and produced a robust meeting.

We had 85 technical presentations including, talks, posters, plenaries, and virtual field trips. Diversity of topics and presenters.

There were registrants from 13 countries, covering Europe to SE Asia (18 time zones). The virtual meeting created opportunities for attendance well outside of our home range in the Pacific.

The list of authors and co-authors was around 18-19 countries, although not all authors necessarily attend.

I want to acknowledge the success of the in-person 'pod' in Anchorage (40 people) who attended for David Irons Lifetime Achievement Award and plenary. David was thrilled at the attendance in-person and on-line for that celebration. This was a great result for the meeting.

We are expecting a positive budget in the range of \$5-10K, although not all expenses have come in.

Please reach out to the chairs or Justine with any questions on the past meeting or the upcoming meeting.

Comment: The only outstanding invoice is for time from Carrie Kovalick for time she spent on the meeting. Cvent will send reports of attendance breakdown on attendance at talks and when people attended (at the scheduled time or other times).

Comment: Planning for the in-person Vancouver meeting is going ahead. This includes having Justine supporting planning for this meeting.

Comment: Justine is in Vancouver now meeting with the local committee and investigating meeting venues.

Comment: We have a Packard grant that will support costs for the Vancouver meeting. This could include having a hybrid component to the meeting.

Question: Are there any updates on the WSC hybrid meeting?

Reply: They are still identifying the provider to host the virtual component of the meeting.

Comment: The fourth day of the meeting is supposed to be a fully hybrid meeting where there is interaction from people attending virtually. The details of this meeting are still being worked out and may not be available for a few more months. If anyone is interested in volunteering, there are still opportunities to be involved.

Question: When would be a good time to get an update from the WSU delegates on the meeting?

Reply: April or May

Update on exploring partnership with Canadian Science Publishing to produce Marine Ornithology - Don Lyons and Natasha Gillies

Marine Ornithology has been very successful and growing in recent years. The operation of the journal has become dependent on a small staff of volunteers, which is susceptible to any of those volunteers becoming unavailable.

Natasha has been investigating potential publication partners, and Canadian Science Publishing was identified as the best opportunity. They have 25 journals, many of which are published with society partners. We met with CSP recently and they seem keen on bringing on MO. There are several options for how this could work.

We have another meeting scheduled, where they will present a few financial models for us to consider. Our intention is to continue discussions with CSP until we have enough information to bring to ExCo for consideration.

We just want to keep ExCo informed as this moves forward.

Recruiting Volunteers for Pacific Seabirds - Kim Lato & Angie Trumbo

Positions to be filled:

- Editor of Pacific Seabirds: Leads the organization of editorial committee meetings throughout the year, solicitation of material/articles for *Pacific Seabirds*, encouraging regional reps to have members submit regional reports, and the initial compilation/formulation of *Pacific Seabirds*. Typically, *Pacific Seabirds* is published twice a year (~ Nov 1, ~May 1). Time commitment: Can be a lull between issues, but guestimate of 5-7 hours of work/week during issue prep time (starts 2-3 months before the issue comes out). The time commitment is a guestimate, I haven't heard back from Amelia about the actual time commitment.
- *Committee members for Pacific Seabirds*: Attend meetings throughout the year lead by the editor. When articles are compiled, two committee members will review each article for editing and

formatting onto the website. Time commitment: Can be a lull between issues, but when preparing a new issue (1-2 months before issue publication) typically a few hours of work per week.

Did not have time to cover this item, will move to April meeting

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- Update conservation chair handbook and review protocol for sending letter updates to PSG listserv, draft will be sent for review soon.
- Recruiting an editor for Pacific Seabirds and volunteers for the communications committee. (Chairs and Communications Committee)
- Develop region specific email lists.
- Schedule a Code of Conduct training session for ExCo before the summer field seasons start (Tom Good)
- Convene leads of various PSG working groups to discuss coordinated needs, strategies, and opportunities for PSG support (Juliet, Patrick O'Hara, Brian Hoover)
- Invite WSU delegates to present at May meeting on progress of WSU Virtual Day

Meeting adjourned: (8 yes, 0 no, 0 abstain) - 2 voting members had to leave before end of meeting