

**AZTWS Board Meeting  
February 23, 2015  
Meeting Minutes – Final  
2:30 – 4:03 PM**

**Attendees:** Melanie Culver (President), Scott Sprague (President-Elect), Kay Nicholson (Recording Secretary), Ryan Revells (Corresponding Secretary), Tiffany Sprague (Board Member), Holly Hicks (Board Member), Dana Warnecke (Treasurer)

**Board Members Absent:** Natalie Robb (Past President)

**Action Items:**

- Scott, Locana, Dana, and Melanie will meet on treasurer/audit issues in Tucson.
- Tiffany will talk to Jon Hanna regarding process for reimbursing approved applicants of continuing education grants, then notify grant applicants of the Board's decision
- Dean will contact Robert to get membership information uploaded to the new website
- Kay will get photos of award winners to include in the spring newsletter from the Dropbox folder
- Melanie will send Kay the trimmed down version of award info
- Kay will take info from the ballots on each Board member to include in newsletter bios
- Melanie will request photos from Board members and send to Kay for newsletter
- Melanie will send a list of vacant committee chairs to Kay to include a request for volunteers in the spring newsletter
- All Board members will be on the lookout for geocaching prizes to give away at the Techniques Workshop
- Tiffany will order merchandise to sell at the Techniques Workshop
- Dana will ask Locana about the merchandise budget
- Melanie will discuss with Jon Hanna about having a resolution for carnivore management in Arizona

**Motions:**

- Tiffany motioned to approve, with one edit, the meeting minutes from January 12, 2015 and seconded by Holly.

**Proceedings:**

*Approval of January 12, 2015 Board Meeting Minutes*

- January minutes incorrectly state payment has been made for student awards. Minutes need to be changed to reflect that payment has not yet been made.
- Tiffany motioned to approve (with change noted above) and seconded by Holly.
- Minutes approved with above change.
- Final version will be sent to Dean to post on the website.

*Housekeeping*

- None

*Old Business*

- None

### *Current Business*

1. Board meeting calls
  - Future calls – fourth Monday of each month at 3:00pm
2. Update from 2015 JAM business meeting
  - Memorial Garden
    - Ronnie Sidner recognized this year
  - Elections
    - Announced the results of our elections
    - Would like to offer candidates not elected first dibs on open committee positions for the chapter
  - JAM Discussion
    - We selected 3 of the ~15 JAM committee chairs
  - Awards
    - Four awards were given out
3. Treasurer's Report
  - Dana Received \$575 cash from the 2014 JAM. \$15 membership \$560 merchandise
  - Discuss payment of \$643 to NM Chapter, \$393 for keg and \$250 for student awards. In addition the NM chapter owes us \$210 for membership dues.
  - Scott, Locana, Dana, and Melanie will meet on treasurer/audit issues in Tucson, in near future.
4. Continuing Education Grant Report
  - There were three requests for grants, decided to award two
  - Question on how awardees are reimbursed
    - Before or after attending the event?
    - Tiffany will talk to Jon Hanna
  - Tiffany will notify the three applicants about the decision
5. Webmaster Report
  - Dean is still adding documents to the new website (old minutes, newsletters, etc.)
  - The website is now fully functional
  - Dean will contact Robert to get membership information uploaded
6. Spring Newsletter
  - Feature article still needed for spring newsletter, possibilities include:
    - Brett Montgomery & Logan Salaki - use info from a school paper they wrote
    - AGFD Intern just did a presentation at the Desert Tortoise Council meeting
  - Will include award winners
    - Kay will get photos from the Dropbox folder that was recently sent out via email
    - Melanie will send Kay the trimmed down version of award info
  - Will include info on 2015 Board members
    - Kay will take info from the ballots for each Board member
    - Melanie will request photos from Board members and send to Kay
7. Student Chapter Reports
  - Holly has received one report. It was from UA.
  - Board unanimously approved reimbursing UA students \$500
8. Chapter Committees
  - Committee chairs filled and/or continuing on this year
    - Conservation Affairs - Jon Hanna
    - Student Liaison - Holly Hicks

- Webmaster - Dean Pokrajac
- Newsletter Editor - Kay Nicholson
- Memorial Garden - Bill Burger
- Audit - Dana Warnecke
- Committee chairs needed
  - Historian – Jan Schipper may be interested (Melanie will follow up with him)
  - Membership - Chris Carillo may be interested
  - Continuing Education - Mike Sorum may be interested

#### 9. 2016 JAM

- Committee Chairs
  - Announcements - Audrey Owens
  - Publicity - Stacy
  - Student Volunteer Coordinator - Holly Hicks
  - Facilities - Melanie
  - Plenary - Melanie
  - Melanie will send a list of vacant committee chairs to Kay to include a request for volunteers in the spring newsletter
- Location
  - Flagstaff is most likely location
  - Will look for a local person to assist (Tad Theimer?)
  - Sharon Lashway offered to provide input
  - Radisson didn't have enough rooms last time
  - Drury Inn?
  - Ryan Revells volunteered to be on the facilities committee
- Budget
  - Question on whether previous JAM budgets have been memorialized (passed on from treasurer to treasurer?)
- Registration
  - Eventzilla is the site New Mexico used
  - There are other online options, as well (e.g., regonline)

#### 10. Techniques Workshop

- The workshop will be held April 25th
- One day only this year
- Registration ends 1st week of April
- Participation will be capped at 60
- Scott and Ryan volunteered to help Holly with preparations
- Holly asked Board members to be on the lookout for geocaching prizes

#### 11. AZTWS Merchandise

- Tiffany will order merchandise to sell at the Techniques Workshop
- A budget is needed because it would be easy to spend upwards of \$5,000
- Dana will ask Locana about the budget

#### 12. Resolutions

- Melanie wants to bring up having a resolution for carnivore management in Arizona
- These go through the Conservation Affairs Committee, so Melanie will discuss with Jon Hanna

#### *New Business*

- None

*Good of the Order / Other?*

- None

*Adjournment*

4:03 PM meeting adjourned