AZTWS Board Meeting
May 18, 2015
Meeting Minutes – Draft
3:00 – 4:01 PM

Attendees: Melanie Culver (President), Scott Sprague (President-Elect), Kay Nicholson (Recording Secretary), Ryan Revells (Corresponding Secretary), Holly Hicks (Board Member), Tiffany Sprague (Board Member), Jon Hanna (Conservation Affairs Committee)

Board Members Absent: Dana Warnecke (Treasurer), Dean Pokrajac (Webmaster), Natalie Robb (Past President)

Action Items:

- All Board members review operations manual that Melanie sent out on 4/29/15 and send any comments to Melanie
- Ryan will update the operations manual based on comments received from Board members
- Melanie will distribute the operations manual with any additional edits incorporated to the Board
- Chris Carrillo, Robert Fink, and Dean Pokrajac will get together regarding the membership duties and the new capabilities for membership on the AZTWS website
- Ryan will distribute 2-3 versions of the AZTWS letterhead for the Board to review
- Jan will contact Richard Ockenfels to discuss the historian's role
- Kay will request newsletter items through the Facebook page and via an email announcement
- Melanie will send out a list of the JAM committees that still need a chair
- Jon Hanna will contact wildlife organizations to try to get a representative to attend the JAM plenary

Motions:

- Tiffany motioned to approve the meeting minutes from April 27, 2015 and seconded by Ryan.
- Scott motioned, Holly seconded to adjourn the meeting.

Proceedings:

Approval of April 27, 2015 Board Meeting Minutes

- Minutes were sent out with edits on 5/3/15
- Tiffany motioned to approve and seconded by Ryan.
- Minutes approved.
- Final version will be sent to Dean to post on the website.

Housekeeping

- None

Old Business

- None

Current Business

1. Next meeting will be 6/22/2015

2. Membership dues
   - Proposal to increase dues from $5 to $6
   - Need to increase dues to account for the PayPal expense for online membership registration and to help pay for the website. Increases to membership dues need to be approved by the membership.
   - Past suggestions for off-setting the cost without membership vote would be to include a statement on the billing that indicates that there will be an additional fee for processing on top of the $5 but the membership fees don't increase.
3. Edits to Operations Manual
   - Melanie sent an email on 4/29/2015 to all board members with revisions to the operations manual
   - Board members need more time to review edits before voting on the changes.
   - Board members will send comments to Melanie. She will send all comments on to Ryan to incorporate into the final document.
   - Once all comments are incorporated, the final document will be distributed and then the Board will vote on approving the changes at that time.
4. Chapter Committees - Mel
   - Membership Committee Chair
     - Chris Carillo will be the new Membership Chair
     - Job responsibilities are changing with web-based membership system.
     - Will try to get Chris together with Dean and Robert as soon as possible so Chris can start taking over responsibilities.
     - Until further notice, keep sending information to Robert until notified that Chris has taken over a specific task
5. Electronic Letterhead - Ryan
   - Ryan created several versions, which he will send out to the Board to review.
   - One question is on the layout.
   - The Board will discuss next time after having a chance to review the various versions.
   - Paper quality – Purchase high quality paper for Ryan to use on official documents, and the rest of the Board members can use by printing on any paper type.
   - Color logo – using a color logo is fine, but it should also be printable in black and white.
6. Treasurer's Report
   - The audit will occur in May
7. Historian - Jan
   - Officially filed the logo in archive – like to hear about what historian can do besides archiving.
   - Archive location
     - The archive is currently on Jan's computer and in the cloud. No one else has access – it does not have a purpose.
     - Considering putting archive on website. If searchable by categories it is useful to membership.
   - The previous historian was Richard Ockenfels – Jan should talk to him to get a download about the position
   - Jon Hanna and Scott Sprague can give Jan Richard's contact info
8. Newsletter report - Kay
   - The spring newsletter went out earlier this month
   - Holly will ask students to provide an article on the techniques workshop

- Kay will post on Facebook a request for newsletter items, and send that request to Robert to email out to the membership

9. Student Chapter reports - Holly
    - The school year is winding down and most students are now headed off to internships
10. Conservation Affairs and Resolutions Committee – Jon
    - Melanie talked to Jon about resolution on carnivore management (new harvest regulations proposed in New Mexico for puma and black bear)
    - Resolution from AZTWS isn't big enough to get message outside of Arizona
    - Contacted Carol to get message out to SW Section. She was supportive.
    - Jon talked to Jim Ramakka (New Mexico Conservation Affairs Committee Chair) and he spoke with the current NM Chapter president
    - Things they thought would happen with that management hasn't happened, and they are still trying to resolve some things.
    - Jon let them know we're available to help, and is waiting to hear back from them.
11. 2016 JAM report - Melanie
    - Location - Little America (Flagstaff) is booked and deposit payed
    - Committee Assignments – 9 remaining chairs to be filled
        - Chase Voirin told Melanie he will chair a committee
        - Natalie Robb had said she will chair a committee
        - Registration committee – Dana?
        - Holly will chair the Student Volunteer committee
        - Kay will chair the program layout committee
        - Melanie will send out a list of the committees that still need a chair
        - Scott got a contact from Fisheries Society – one of their officers is interested in being involved in the planning for the JAM
            - We will need a volunteer to chair the fisheries technical session
    - Pres-Elect from New Mexico chapter will be the NM representative at our meetings - Scott has her contact info
    - Donations for silent auction and raffle
        - Audrey Owens sent Melanie info on last year's items from donors and the letter with the request forms for donations and sponsorships
    - Plenary topic – "Public Lands in the Western States" – in jeopardy of being turned over to the States.
        - Mel & Jon had a phonecall to discuss details.
        - Jon gave an overview of the plenary idea
        - Public Lands in the Western States – in jeopardy of being turned over to the States
        - HB2658 was signed by the governor – how to transfer federal lands over to State control
        - In Utah, they have a plan on how to transfer fed lands to state
        - This is going to be more of an issue as time goes on
        - Sell public lands, pay national debt, etc. (this will affect biologists, and where they will be able to work)
        - Potential speakers:
            - Jenna Barton sponsored the house bill, and we're planning to have her speak
            - Resolution by senate to have money available to do this
            - Outdoor industry
            - Flagstaff – County board of supervisors (on BLM advisory Board)
            - New Mexico Wildlife Federation

- Could open the plenary to other groups to pay a $10 fee to come to just the plenary
- Jon will try to contact all the wildlife organizations to try to get a representative to attend the plenary.
- All comments by board members were positive so they will go ahead and move forward with this plan for the plenary

New Business

- None

Good of the Order / Other?

- None

Adjournment

- Scott motioned to adjourn, seconded by Holly.
- 4:01 PM meeting adjourned