

**AZTWS Board Meeting
October 26, 2015
Meeting Minutes – Final
3:00 – 4:52 PM**

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

Board Members Absent: N/A

Action Items:

- Melanie will send her notes from the August meeting to Kay
- Melanie will re-send June, July, and September meeting minutes 5-7 days before the November meeting
- Dean will remove the draft June and July meeting minutes from the website
- Scott will put Michelle, from the Yuma NAU chapter, in touch with Holly
- Melanie will review the recruiting announcement for Board member nominations
- Scott will send out the approved recruiting announcement
- Melanie will find out if Little America has adequate recycling for the JAM

Motions:

- Scott motioned, Tiffany seconded to adjourn the meeting.

Proceedings:

Approval of August 2015 Board Meeting Minutes

- Melanie will send her notes from the August meeting to Kay
- Melanie will send out June, July, and September meeting minutes 5-7 days before the November meeting
- The Board will vote to approve the August meeting minutes at the next Board meeting

Housekeeping

- None

Old Business

- None

Current Business

1. Treasurer Report – Dana

- Dana sent out the quarterly report and an updated JAM budget today
- We awarded a \$500 grant to a student to go to national meeting
- Conference calls cost ~\$150/month since adding the JAM calls
 - Our rates were recently reduced
 - The rates are the same with either phone number
- We currently have \$25,811.16 in the general funds
- Dana worked with Dean to pay the AZTWS website fee

2. Webmaster Report – Dean Pokrajac
 - The website is paid for the next two years, and we will get a refund for 3 months of this year because we upgraded
 - The server was upgraded; website is faster now
 - One of our domain names will expire in 2 months, it will be ~\$10 to renew for the year
 - Membership has been updated – all current now
 - The list of names was exported out to the gmail list for announcements
 - The poll for workshops at the JAM has ~90 responses so far
 - Dean posted the June and July meeting minutes not knowing they were not approved; he will remove those until approved
 - Dean revised and posted the new membership form
3. Membership Report – Chris Carrillo
 - No update
4. Student Chapter Report – Holly Hicks
 - At the National meeting, Scott spoke with Michelle, a student from the Yuma campus of NAU, and they just formed a TWS student chapter
 - Though Holly had been contacted a while ago about the possibility of this campus, she was unaware that this had happened.
 - Scott will put Michelle in touch with Holly
5. Conservation Affairs and Resolutions Committee (Jon absent)
 - No update
6. Newsletter Report – Kay
 - Fall newsletter is in progress – will be finished soon
7. Awards and Nominations – Scott
 - Scott is working on the announcement he will send out to recruit next year's board members
 - Mel will review the announcement prior to distribution
 - He is looking for nominations, especially for Recording Secretary and President-Elect
8. Continuing Education – Mike
 - \$500 was awarded to Jonathan Derbridge for the national meeting
 - We had voted previously to award a \$500 grant each to two students
 - The other student turned it down as they had already gotten another grant
 - Each year we have \$2,000 to award in Continuing Education – discussed raising the cap
9. Historian – Jan
 - No update
10. JAM Report
 - Kegs
 - One bar outside all business meeting rooms
 - Number of drink tickets per person = 4 plus 1 bonus ticket if you attend a business mtg
 - 2 tickets for reception and 2 tickets for banquet, but tickets can be used at either event
 - 1 extra ticket if you attend a business meeting
 - 1360 drink tickets will be distributed to conference registrants.
 - 660 drink tickets is equal to number of drinks in 4 kegs
 - 700 drinks equal to number of drinks at banquet @ 2 drinks per person
 - \$3,500 beer (2 beers per person [i.e., 700 beers] @ \$5 each) for banquet is incorporated into banquet pricing
 - \$3,300 beer will be needed for Thursday evening business meetings and social

- AZ TWS pays for \$1650 worth of beer for Thursday
 - NM TWS pays \$825 (165 x \$5) for their keg's worth of beer for Thursday
 - AFS pays \$825 (165 x \$5) for their keg's worth of beer for Thursday
 - Does Little America have adequate recycling? Mel will ask.
 - Southwest Chapter Breakfast
 - Do we reserve space for this? Confirm annual dues? Still \$15. Mel to contact and ask Mark Wallace.
 - Quiz Bowl
 - This is the third year now
 - Traveling trophy, host chapter re-engraves; certificates; trinkets; team gets free registration at next JAM. Do we want to keep all these traditions?
 - Complementary registration encourages these students to stay involved with TWS in future. Cozies, recognition, and plaque were provided in the past.
 - NMSU won last year – not all 5 are likely to travel all the way to Flagstaff to attend this year. Dana will get names of 2015 winners from Quentin Hayes.
 - Quentin Hayes was involved in decisions for Quiz bowl, and Mel needs to meet with presidents of other chapters about this and other questions. AZ-TWS is on board to continue status quo.
 - Workshops
 - Costs need to be nailed down, as well as times, and rooms. Charge for workshops to cover food and to bank a little continuing education funds.
 - Law enforcement \$80, Piscicide \$30 (all day), venomous reptiles half day \$40 (\$25 students). Resume building workshop free (all day with mock interviews). In general – all day workshops \$60 (\$35 students); half day workshops \$40 (\$25 students). Survey to be completed by October 31.
 - Four rooms available at LA. Can use other rooms at USFWS and AGFD if need more than 4 rooms.
 - Vendors
 - Mel asked NM what they did for commercial versus non-commercial vendors? Vendor does or does not do registration. Charge fee for Table and Registration.
 - Three registration fees, regular, late, at door
11. National Meeting – Scott Sprague
- Planning for 2017 National Meeting, Quentin Hays. NM chapter is host chapter, and they have invited AZ and TX to share hosting duties and share funding (i.e., hosted by SW region). We would be agreeable to help if we are officially invited to help.

New Business

- None

Good of the Order / Other?

- None

Adjournment

- Scott motioned to adjourn, seconded by Tiffany.
- 4:52 PM meeting adjourned