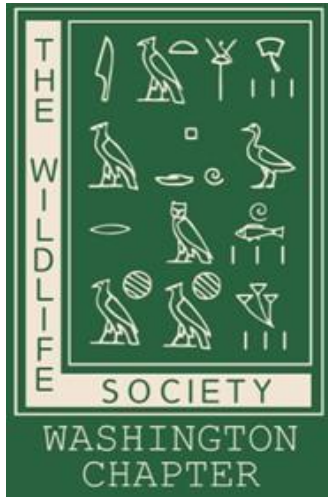


Washington Chapter of The Wildlife Society

Executive Board (EB) Meeting Minutes

July 20th, 2023, 4:00 – 5:00 p.m.

Google Meet Conference Call



Board Members Present

Alex Pavlinovic, President
George Ritchotte, President Elect
Claudine Reynolds, Vice President
James Butch, Treasurer
Candace Bennett, Secretary
Jake Verschuyt, Board Member at Large
Jen Syrowitz, Board Member at Large

Regrets

Matt Wilson, Past President
Kris Ernest, Board Member at Large
Kathryn Soltysiak, Board Member at Large

Attendees

Bruce Thompson, former Board Member
Tony Fuchs, Grants Committee Chair

Action Items

1. Agenda
 - a. Add an item to the August EB meeting for a Conservation Grant discussion.
 - b. Add an item for each Committee to provide an update at future EB meeting.
 - c. **Candace B.** will extend the August meeting to an hour and a half to include a Chapter Strategy Session.
2. Website
 - a. **Candace B.** will check access credentials for George on WildApricot.
 - b. **Candace B.** will update the dates in the Committee pages from 2022 to 2023.
 - c. **Candace B.** will change the deadline for grant applications to December 31st.
3. Chapter Incorporation.
 - a. **Alex P.** will provide the next steps for incorporation.

Agenda

1. June Action Items (items in blue completed)
 - a. Agenda
 - i. **Alex P.** will add a topic to July's EB meeting to finalize the next steps on the Audit Committee and audit.
 - b. Board Meetings
 - i. **Candace B.** will create a secondary list for people to attend the EB meetings.
 - c. Transfer for New Board Members
 - i. **Candace B.** will give access to James B. to AffiniPay and WildApricot.
 - ii. **New EB Members** will provide Candace B. with bios, pronouns, and location for the website.

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- iii. **New EB Members** will complete the Doodle poll for Alex P for an on-boarding meeting time.
 - d. **JAM 2023**
 - i. **Candace B.** will provide survey results to JAM 2023 Committee, WA-TWS Executive Board, Bruce T., and the JAM 2023 Google Drive folder.
2. Audit Committee
 - a. James B. has created templates and will begin work in the fall.
 - b. Additional participants needed.
 3. Financials
 - a. James B. has been working with Bruce T. on the five accounts of the Chapter.
 - b. A fraudulent attempted charge was discovered.
 - i. The charge was declined.
 - ii. Possible spear phishing when Chapters have transitions in leadership have been occurring for several years.
 4. DEI Committee
 - a. A meeting was held Friday, July 14, 2023.
 - i. Attended by George R., Stacey, Alex P., and Kris E.
 - b. Still looking for a permanent committee chair.
 - i. Alex P. is stepping in on a temporary basis and co-chairing with Kris E.
 - c. The Committee will work on a Position Statement after the chair is established.
 - d. Additional participants needed.
 5. NW Section Update
 - a. Matt W. did not attend, no update at this time.
 6. Chapter incorporation
 - a. Alex P. is still working on this item.
 - b. Alex P. will be the point of contact moving forward.
 7. Newsletter
 - a. Mike H. is still working on our next newsletter.
 - b. Mike H. is looking for assistance so he can transition out as editor.
 - c. Looking for biographies from all EB members and photos.
 - d. Deadline mid to late August.
 - e. Possibly only two WA TWS newsletters this year.
 8. JAM 2024
 - a. Alex P. and George R. met with IDTWS yesterday.
 - b. IDTWS has standing committees for the meeting.
 - c. Possible meeting theme: Restoration Works, Conservation Success Stories
 - d. Working on plenary and other sessions at this time.
 - e. August is the time when more work will begin.
 9. General Updates
 - a. James B. will not be able to attend the August EB meeting.
 - b. Committees that need additional participation include Web Team, Nominations/Elections, Membership.
 - c. Chapter President discussions have begun.

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- d. Website
 - i. Committee information on the website is on two different pages currently (contact information for chairs and committee information).
 - ii. Add a page that lists opportunities within the Chapter and external.
- e. Research Grant
 - i. Sometimes the \$2,500 has been split between multiple successful applicants.
 - 1. Three times since 2017, there have been multiple awardees per year.
- f. Conservation Grant
 - i. After the committee reviews and creates a recommendation goes to the WA-TWS Executive Board.
 - 1. How and when is the recommendation provided to the EB for approval/denial?
 - a. The committee will send the recommendation to all EB members, and it will be reviewed at the next EB meeting.
 - ii. NEW deadline for applications is December 31st.
- g. Chapter Operation Timeline
 - i. Work continues a guiding document of deadlines for Chapter operations and tasks.

Next Meeting: August 17, 2023; 4:00-5:00pm

Adjourned at 5:05pm