

TWS Habitat and Restoration Working Group Meeting Minutes

Monday, January 11, 2010
3 p.m. PST (4 p.m. MT, 5 p.m. CDT, 6 p.m. EST)
Conference Dial-in Number: (218) 339-4600
Host Access Code: 155095*
Participant Access Code: 155095#

I. Call to Order

Stacy called the December monthly meeting to order at 3:05 p.m. PST

II. Roll Call

Present:

Stacy Carpenter, President
Kim Suedkamp Wells, Secretary/Treasurer Elect
Gino Giumarro, Northeast Board Member
Derek Hall, Western Board Member
Jean-Francois Poulin, International Board Member
Alison Mynsberge, Communications Committee Chair

Absent:

Ted Kendziora, Chair Elect (call in issues)
Ron Duke, Past Chair
Suzy Prange, Central Board Member (time conflict)
Lacy Robertson, Southeast Board Member
Deborah Burtaine, Nominations and Election Committee Chair (time conflict)

Roles:

Time Cop: Derek
Tangent Cop: Gino
Facilitator: Stacy

III. Approval of Meeting Minutes

Board members were provided meeting minutes from December 2009 via e-mail. No corrections were noted and approved by consent.

IV. Board Representative Updates

- Derek (West)

- Western Section having their annual meeting at the end of January 2010 in Visalia, CA where there is a restoration session

Action Item: Derek will e-mail Ron Duke to see if he is attending.

- Combined TWS/AFS Species Recovery/Reintroduction Workshop at Mississippi State

Action Item: Derek will contact Lacy and see if she is planning to attend.

Action Item: Derek will contact members in his region via e-mail.

- Gino (Northeast)

Action Item: Gino will contact members in his region via e-mail.

- Jean-Francois (International)

Action Item: Jean will contact members in his region via e-mail.

Action Item: Jean will work on a posting for his section members in the TWS newsletter.

- Lacy (Southeast)

Action Item: Lacy will contact members in his region via e-mail.

- Suzy (Central)

Action Item: Suzy will contact members in his region via e-mail.

V. Open Issues

- **Amendment to the Bylaws and Charter**
 - Bylaws not available to everyone in most current version and uncertainty regarding what Section names should be changed to for consistency with national TWS nomenclature
 - Addition to by-laws for balloting via tie breaker with written vote (e-mail or regular mail) by board

Action Item: Kim to ask Debbie right after meeting if she can clarify the Section name issue with the national TWS office and ask about the Canadian versus International Section issue so board members can resolve for their communications.

Action Item: Stacy will circulate most current version of by-laws.

- **Board Approval of the Five Year Strategic Plan**
 - Posted on web site, but need to notify membership of availability for comment before voting on final approval

Action Item: Stacy to alert general membership to availability of draft Five Year Plan on the web site via national and working group TWS list servs

Action Item: Allison to send Stacy listserv instructions for access, posting, and joining.

- **Representative Communications to Membership**

Action Item: Stacy will forward suggestions on board member communication to members to rest of board for their information.

- **Region-Specific List Serv status**
 - Addressed above and will be updated through existing Action Items for Board Members.

VI. New Business

- **Web site update**

Action Item: All board members review web site and provide suggestions to Kim who will collate for Allison.

- **Financial Update**
 - Kim opened new bank account at Bank of America and needs to add Stacy as authorized signer.
 - Current balance is \$1991.30

VII. In the Chute

- **Budget Development**
 - Need formalized budget guidelines
 - Group discussed wanting some allocation for annual meeting expenses plus normal operating expenses

Action Item: Kim and Stacy will work on budget proposal for next meeting.

VIII. Debrief

- **What Worked?**
 - Documents in advance
- **What Could Be Improved?**
 - Time of meeting, Debbie and Stacy have conflicts so try earlier time

Action Item: Meeting moved up to 1 p.m. PST, 2 p.m. MST, 3 p.m. CST, or 4 p.m. EST and Kim will send out e-mail and Outlook invite to all board members.

IX. Adjourn

The meeting was adjourned at 4:10 PST.

Next Meeting: February 1, 2010
NOTE NEW TIME ABOVE