

**SUMMARY OF MINUTES
RRF BOARD OF DIRECTORS MEETING
Wed. September 29, 2009**

The meeting opened at 0845

Attendees

Board of Directors: Jim Bednarz, Michael Collopy, Laurie Goodrich, Carol McIntyre, Mike Kochert, Miguel Saggese, Gary Santolo, Fabrizio Sergio, Ruth Tingay, Petra Wood.

Officers and committee chairs: Vice President Ted Swem, Secretary Joan Morrison, Treasurer Angela Matz, Journal Editor Cheryl Dykstra, Wingspan editor Petra Wood. Newly elected Directors Torgeir Nygard and Mark Anderson arrived after lunch.

Absent: President Lenny Young **Absent Directors:** Clint Boal, John Smallwood
Absent committee chairs: Education: Kate Davis, Conferences: Libby Mojica

Other members present: Travis Booms

I. Welcome: Vice President Ted Swem gave call to order and welcome.

II. Treasurer's Report: Angela Matz

During the past year Angela received 6 pallets of materials from Jim Fitzpatrick, which included old journals, reports, and other RRF materials. Within the next few months Angela, Carol McIntyre, and Ted Swem will inventory and organize these materials.

Highlights of Income during FY 09

- We received \$4700 profit from Missoula meeting, more than expected.
- We received our first royalties from sale of the Techniques Manual (\$811). These funds will be deposited into the endowment in accordance with a decision by Board in 2008 to do so.
- We continue to receive royalties from downloads of JRR articles through BioOne.
- Past President Lenny Young generously contributed \$3000 this year. These funds will be added to the endowment in accordance with endowment guidelines.
- Advertising in JRR is limited but does provide some income, so we will continue to solicit ads in the journal

Highlights of expenses during FY 09:

- Ornithological Council: \$500.
- Bank charges, which include wire transfer charges, have increased as we have increased or activities internationally. Also, credit card charges (rate of 4%) are a significant part of expenses; these occur when authors pay for journal fees and when members renew their memberships by credit card.
- Allen Press charges fees for warehousing back issues of the Journal but these will decrease as we move toward electronic communication and information storage.
- Publication expenses were associated with printing the journal, payment to editor, Spanish translations of abstracts
- OSNA: about \$8000, include supporting work such as maintaining membership and running the annual election.
- Treasurer Angela Matz received \$1000 from Officers Travel Fund to attend Scotland meeting, which is appropriate for all the work she has done as treasurer. No other officers requested any funds.
- Postage and shipping expenses were associated with shipping boxes of old journals and reports and other RRF materials from Jim Fitzpatrick to AK. These items are currently in a storage unit in AK costing \$100/month.
- Website fees were associated with maintaining a secure website that is larger in capacity, and also for maintaining our domain name registration.
- CPA charges are \$700-\$800 annually; this will be less in upcoming years because Angela has been more efficient in terms of providing information to the CPA.
- Awards – typically, money for awards comes from the endowment. Associated expenses including moneys used for plaques and wire transfer fees (~\$300) come from operating budget.

Action Items: Finances

- Board considered making professional pdf files of old Raptor Research reports so we can sell them electronically. We continue to get requests particularly for the Kestrel and Burrowing Owl reports.
- We are in a position to transfer some funds from checking account to the endowment. In 2008 the Board directed Angela to move \$20K from general fund to endowment, but this was not done because of the economic situation. Angela also lowered our risk level regarding our investment profile for the endowment. We currently are at risk level of 60% principle maintenance and 40% growth.
- Financial Committee chaired by Mike Collopy will examine our portfolio and provide advisement on our risk level and portfolio allocations to our investment advisor. Ted Swem and Mike Kochert volunteered to help Mike on financial committee

- Move some funds from checking account into money market fund. Our checking account is currently a money market checking account, but Angela will ask bank whether we can get a similar account with a better interest rate.

III. Committee Reports

A. Election results: Joan Morrison

- Return rate on ballots sent out either electronically or by snail mail was only 13.7%. We need to improve member participation in voting.

At-Large-Outside North America: Mark Anderson

North America #2: Gary Santolo

Director-At-Large #2: Clint Boal

Director-At-Large #5: Torgeir Nygard

- Nominating Committee chaired by Carol McIntyre needs greater input and assistance from members in populating annual ballots with new and younger members who are willing to serve.
- Travis Booms proposed having a nonvoting student member on the Board. Others suggested we identify committees where students could participate as a way for them to get a foot in the door of the Board.

B. Awards: Joan Morrison for Clint Boal

- Carl Marti was the 2009 recipient of the Hamerstrom award
- No one apply for Koplín student travel award perhaps because of a disconnect between due dates for the conference abstract and the Koplín materials
- Academic advisors need to keep encouraging students to apply for this award.
- Some discussion was had regarding whether we should provide more travel awards or more money for student paper awards. No changes were made.
- Petra reminded the Board that any one student can only get 1 award for each degree (MS or PhD).

• Other Awardees:

Brown Award - Selected recipient was Darcy Ogada. Project title "Ecological Implications of Vulture Extinction on Facultative Scavengers and Disease Transmission."

Amadon Grant - Selected recipient was Bishnu Prasad Shrestha. Project title "Status and Distribution of Critically Endangered Vultures; *Gyps bengalensis*, *Gyps tenuirostris* and *Sarcogyps calvus* in Dang Deukhuri Foothill Forests and West Rapti Wetlands, an Important Bird Area of Nepal"

Tully Grant - Selected recipient was Jessi Brown. Project title "Ecology of the Southeastern American Kestrel"

Anderson Award

Paper - Selected recipient was Chris Briggs. Talk entitled "Testing the heterozygote advantage: population parameters and morph in Swainson's hawks"

Poster - Selected recipient was Stefan Schindler. Poster entitled "Population trends and management scenarios for the diverse raptor community of Dardia National Park, Greece"

C. Journal of Raptor Research, Cheryl Dykstra, Editor

- 2008 was similar to past 2 yrs. A few more manuscripts were submitted, rejection rate was similar, average time to publication is 12 months. 2009 submission rate same as previous years, 66 so far
 - Henceforth there will only be 4 issues per year and each calendar year budget (our FY) will pay for 4 issues: December, March, June, September.
 - Bottlenecks identified included papers returned to authors for revision that never resurface.
 - December issue is the kestrel issue, coming out 15 months after most papers were submitted, this will be a bit larger issue. Board authorized spending ~\$80 to order extra 100 copies of this issue. These will be sold at \$10 each.
 - Cost recovery: starting with Vol 42 RRF is not responsible for reprints anymore, authors will deal directly with Allen press.
 - In FY 09 Cheryl has been more generous in giving waivers for page charges due to economic hardship.
 - Ad exchange continues with Auk and Condor, as space permits in JRR
 - Book review editor is now Allen Fish. Outstanding is former editor Joelle's review of the Techniques Manual; she promises it by Dec 1.
- Current Associate Editors for JRR: Jeff Smith, Vincenzo Penteriani, Joan Morrison, Carol McIntyre, Fabrizio Sergio, Joe Buchanan, Ian Warkentin; Karen Steenhof begins Dec 1.

D. Wingspan: Petra Wood, Editor

- Miguel Saggese, with assistance from Stella Galarza, Maria del Mar Cataldi and Laura Delgadillo, has translated both March and Sept issues. Spanish version is posted on our website and on several international raptor listserves, increasing our exposure.

E. Website: Ruth Tingay

- Directors reiterated the need to upgrade RRF's website. Ruth will contact John Smallwood, who expressed interest in 2008, about putting together a committee to develop ideas for this upgrade. This committee will work with Carl to upgrade the website.
- Descriptions for RRF position statements and duties (Directors, Officers, Committee Chairs) have mostly been received. These are required for tax purposes but will also be posted on the website, along with term limits for all positions.
- Miguel and assistants are translating the website into Spanish, which will benefit our international members.

F. Conservation committee: Jim Bednarz

- Jim, as new chair, plans on assembling a committee composed of more international members to address worldwide issues relevant to RRF.

- Some discussion ensued focused on identifying important conservation issues including wind energy. Jim indicated that he wishes to address general issues and put together public information on these issues. These efforts should include a summary of the state of our knowledge. This model was followed for issues surrounding Northern Goshawk and Bald Eagle delisting, for example.
- Ultimately, the Board agreed that the best approach for the committee would be to identify 1 international member each from several regions, then they should provide information about relevant conservation issues to Jim. The committee would determine what issues, both local and regional, to address based on the expertise from each region. Letting regional representatives identify issues is a good way to find out if RRF is relevant to each issue and to determine what we can offer.

Action Items: Conservation

- Send conservation committee guidelines to Board for approval; these will be posted on the website.
- Jim and others will identify a list of names suitable for the committee and submit this list for Board approval. Then each regional person builds a team, and provides information to the overall committee.

G. Other committee business: Ted Swem

- Development committee- was abolished by vote of the Board because members agreed that much of the function of this committee would now be covered by the conservation committee.
- Eurasian committee was abolished by vote of the Board. When this committee was initially established, the structure of RRF was different. This committee was established to give European and other international members a greater voice. Over the years RRF has become much more international and the role of this committee is now covered by other committees.

Afternoon Reconvene 1315

III. Committee Reports (cont.)

H. Conference committee: Joan Morrison for Libby Mojica

- 2010 conference will be held in Ft Collins, CO. Local committee member Rick Harness reported on planning and progress at the AGM on Saturday.
- Miguel reported that after some deliberation, Bariloche, Argentina has been selected as the proposed site for the 2013 RRF annual conference. The originally proposed site, Mendoza, turned out to be logistically less feasible.
- Directors had some discussion about RRF's level of coordination with other groups for the 2013 meeting, including the Neotropical Raptor Network (NRN), Eagle Conservation Alliance, and others. Timing of the meeting would probably be Sept-Oct (their spring). The Board did not decide at this time whether to pursue a joint conference. We look forward to a formal proposal from Miguel at the 2010 Board meeting.

- The Board decided to pursue an appropriate means of involvement in the proposed World Owl and Raptor Conference in Turku, Finland in 2011, but agreed that this shouldn't be our annual meeting since we already had committed to holding the 2011 meeting in Duluth, MN. Since the Board meeting in Pitlochry, the proposal for the Finland meeting has been withdrawn.
- The Board plans to work more closely with the World Working Groups in the future, to avoid meeting conflicts.

I. Membership Committee: Ted Swem

- Membership has been declining over the past several years and in concert with membership in all OSNA organizations. Currently RRF has 911 members. 297 people are registered at this conference and 200 are not RRF members
- In 2009, RRF has 5% fewer members, and over the last 11 years we now have 9% fewer members overall.
- In 2009, President Lenny Young and Ted Swem contacted lapsed members via e-mail, but due to extremely low response return, all agreed this had not been a productive effort.
- Beginning this year, the message that OSNA sends to all current members asking for renewal in all OSNA societies will also be sent to members whose membership has lapsed in the last 5 years.
- We must improve RRF website to give current and prospective members access to more and better information about RRF, to encourage new membership and retention.

Action Items: Membership

- Contact OSNA regarding a more dependable and efficient mechanism for obtaining membership information.
- Investigate whether we could offer members some benefits, for example, discounts on certain products such as books or binoculars
- Improve the website and include a section on member benefits.
- Provide an option for members to get only an electronic copy of the Journal.
- Membership committee will send an email survey to encourage lapsed members to renew as well as find out why they are not doing so. This should be followed up with a personal e-mail.
- Set up a membership table at all future RRF meetings.

IV. Miscellaneous Business - Ted Swem

North American Banding Council

- Buzz Hull is willing to serve as RRF's representative to the Council. Jim Bednarz will be alternate since then we have someone who is knowledgeable in both migration and nesting banding.
- Buzz will report back from NABC meetings during at least one yearly RRF e-agenda.

Techniques Manual

- Miguel Ferrer and Miguel Saggese are associate editors of Spanish version and they have obtained funds to pay students to assist with this project. 5 chapters are already completed and 3 are being proofed.

Other

- RRF is still seeking an historian/archivist to keep track of historic documents, photos, etc.
- Minutes of 2008 Board meeting were approved.

V. Finalizing 2010 budget

- Koplín student travel award: no further discussion on increasing this award until we see response of students to the 2008 increase of this award to \$500. Maybe if timing of abstract requests is more in line with meeting time, more students will apply.
- The Board voted to put the \$3000 contribution from President Lenny Young into the endowment, then ask Clint Boal and the awards committee to draft a proposal for its use.

Proposed Expenses for 2010:

- Cheryl: we should retain proposed \$36K for journal expenses since we still only recoup 75-80% of all charges now, for the Journal.
- Awards line item includes money spent on plaques and wire transfers but this should come from operating budget not from endowment.
- Income from Techniques Manual plus any directed gifts to endowment from members who renew should go to the endowment.
- Angela suggests we should have an audit and account review soon. Our CPA does not do this so we must hire someone else. \$1000 should cover it, perhaps this is appropriate for next year.
- Board will work with Angela to identify an appropriate time to move funds from checking account to endowment

VI. The Future of RRF

Ideas for increasing membership and reenergize committees so more tasks may be accomplished each year.

- Establish a Facebook site - maybe students can maintain
- Identify a student nonvoting member of the Board requires a by-laws change. Instead, Board voted to create an ad hoc student committee and empower them to self organize and identify a chair who could represent student interests at Board meetings. Travis Booms agreed to chair this committee.
- Have a Board member/student lunch at next year's meeting

- During the upcoming year Board will strive to complete tasks and make decisions via e-agendas so at next year's Board meeting 1/2 day can be allocated to strategic planning
- We need to identify the 3 critical things that are the core of our organization then develop appropriate action plans. For these 3 areas - what are we doing well and how can we improve?
 - 1) membership
 - a) GOALS: retain and recruit
 - 2) budget
 - a) GOALS: maintain balance budget, increase endowment
 - 3) conservation issues
 - a) GOALS: compile and provide information on current and relevant conservation issues as they relate to raptors.

Meeting adjourned at 1730

Respectfully submitted,
Joan L. Morrison, Secretary