

TWS Forestry & Wildlife Working Group
Meeting Notes
4/24/17 1pm EST
866.623.5937
1209142

Action items are in bold.

In attendance:

- Greg Corace (Chair; Applied Sciences Program, Seney NWR)
- Stephen Castleberry (Board member; UGA)
- Justin Vreeland (Board member; Pennsylvania Game Commission)
- Kelly Douglass (E-newsletter editor; NC Wildlife Resources Commission)
- Shelby Weiss (Student Liaison; Ohio State University)

1. Old Items

a. Operating Plan (Corace)

- i. Completed and posted to both website and the Google Drive
- ii. Sections of the plan have been added to the website to provide information for those seeking sponsorship

b. Sponsorships (Corace)

- i. All current sponsorship requests have been submitted by the deadline
- ii. 23 June 17 deadline for requests of financial support from the FWVG

c. Logo (Vreeland)

- i. Artist has been sent the check
- ii. Copy of the logo has been added to the drive
- iii. Can have future discussion on how we want to use it- trinkets, posters, sponsorships, etc.
- iv. Vreeland agrees to head a subcommittee on logo use**
 - 1. Weiss is interested in being on the committee**

d. TWP article (Bakke)

- i. Email report from Bakke: "I've attached the nearly final version of the article. I don't believe I've changed any of the content since the last version you saw. I have now included all but one of the photos. I will likely send the photos to TWP editor as a jpeg but you'll see here where they fit in to the article. **Please REVIEW the captions for each photo and make edits as you see fit. If you don't like the photo I included then you need**

to send me an alternate with caption. Once you all review it, I'll get it sent to Nancy Sasavage."

- e. Advertise conf. calls (Bakke)
 - i. Tabled for next discussion when Bakke can be on the call

- f. Newsletter (Douglass)
 - i. Received comment from one member who was appreciative of increased communication. Reflects that the board is making progress on improving communications with membership.
 - ii. Email report from Bakke: "Newsletter and membership survey was sent out to all members. I think I've found a work-around for the spam issue I was having with the gmail account. I had to create a Google Group and distribute the emails through the group but it appears to be working."
 - iii. Next issue will be 15 July
 - iv. **Douglass will create a "Newsletter" folder on the Google Drive and upload all newsletters there**

- g. Election Committee (Castleberry)
 - i. Nomination period is open (Apr 15-June 15)
 - ii. List of candidates is sent to members 30 days prior
 - iii. Voting on July 15
 - 1. Will include a link in the newsletter and announcement of the voting period (2 weeks)
 - 2. Will also send an email to the membership
 - 3. **Castleberry will coordinate and get materials to Bakke early so that she can be sure that the emails go through**
 - iv. Board member at large position is popular (5 nominees so far)
 - v. Castleberry has found three people willing to run- they are all from the Southeast
 - 1. **Will work until the deadline to try to continue recruiting members**
 - vi. The committee has developed a nominee template to collect info that will go out with the ballot

- h. WG Membership Survey Committee (Weiss/Douglass)
 - i. 15 responses so far (out of 160 members)
 - ii. Vreeland didn't receive the survey email
 - 1. May be an issue with Google Groups and govt emails
 - 2. Corace has been having problems accessing as well
 - iii. Deadline for survey May 15
 - 1. On May 1, Douglass and Weiss can decide if another email is needed

- a. Douglass thinks we'll want to send at least one reminder email about the survey
 - b. Weiss will email Bakke to get an idea of how many people are in the Google Group, if she thinks people have been able to access or receive the emails this way**
- 2. Board will need to take survey again if they want their survey responses counted**

2. New Items

- a. Scheduling Annual Meeting at NM
 - i. Corace will move forward scheduling this**
 - ii. Corace would like to set up an informal roundtable during the meeting if others in USFWS and others are interested in talking about new Forest Ecology and Mgmt. course at National Conservation Training Center
 - iii. Who will be in attendance?
 - 1. Castleberry will attend, Corace plans to attend (depends on budget), Douglass plans to attend (depends on budget)
- b. Rapid roundtable
 - i. Corace: Forest Ecology and Management Course Development (sent this around to everyone)
 - 1. Douglass will feature in the newsletter
 - ii. Castleberry: Nothing to add
 - iii. Weiss: Nothing to add
 - iv. Douglass: Nothing to add
 - v. Vreeland: Would like to publicly thank Kelly Douglass for her work with the survey and newsletter- Thank you, Kelly!
- c. Closing remarks
 - i. Weiss and Corace will finalize meeting notes and get them on the website by Wednesday, and will work with Bakke to get them out to the members**
 - ii. Corace will send out a doodle poll for next meeting**
 - 1. Late June, preferably beginning of July
 - iii. Since this will be a ways off, there will need to be lots of email communication among board in the meantime (Castleberry = Elections; Weiss/Douglass = membership survey)**