

MINNESOTA CHAPTER OF THE WILDLIFE SOCIETY

CHAPTER OPERATIONS MANUAL

Amended: February 16, 2016

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1. Description and Purpose of the Minnesota Chapter of The Wildlife Society

The Minnesota Chapter (hereafter, the Chapter) is a recognized state unit of its parent, international organization, The Wildlife Society (TWS). Although an independent unit, the Chapter adheres to the purposes and guidelines of TWS. The Chapter's programs, activities, and positions dealing with the broad range of wildlife species, their habitats, and especially their various interactions with people, are developed and approved by the Chapter's membership and/or its Governing Board. The welfare of wildlife resources, in keeping with adopted principles and acceptable actions of those charged with their responsibilities, is the main purpose of the Chapter's membership. Membership is open to anyone of adult age who complies with the above and is in good standing with regard to payment of annual dues or other approved obligations.

Mission: To inspire, empower, and enable wildlife professionals to sustain wildlife populations and habitats through science-based management and conservation in Minnesota.

2. Governing Board

President

- A) Schedule and officiate Governing Board meetings (held at a minimum quarterly) and an annual membership meeting.
- B) Maintain communications with and oversight of Board members and committees.
- C) Appoint, with the advice of the Board, Chairs of all standing and special committees.
- D) Act as the lead Chapter representative with governmental and other conservation organizations.
- E) Write a column for the quarterly Chapter newsletter and the Annual Summary of Chapter Activities for the Parent Chapter (due March 1) and submit columns and other newsletter materials in a timely fashion.
- F) Work with the parent organization on administrative and policy issues affecting the Chapter.
- G) Select or receive wildlife-related issues from members and committees that may benefit from Chapter action. Submit issues to appropriate committee(s) for review, recommendations, and action.
- H) Review and update, if needed, the Chapter Operations Manual and ensure its transfer to the incoming President and Board.

President-Elect

- A) Serve as Vice-President, with duties given by the President.
- B) Assume the duties of the President in the absence of the President or the inability of the President to serve.
- C) Plan and organize the annual meeting by establishing an Annual Meeting Program Committee, selecting topics, and securing facilities.
- D) Attend scheduled Governing Board and membership meetings or communicate absences to the President.
- E) Write a summary of quarterly Chapter activities for the semi-annual North Central Section newsletter. Submit summaries and other Chapter newsletter materials to the editor in a timely fashion.
- F) Develop an annual work plan and budget for the next Chapter year.
- G) Assist the President with conservation issues review.

Past-President

- A) Using past experience, guide the President and Board in administration of the Chapter.
- B) Serve as the Nominations and Election Committee Chair.
- C) Attend scheduled Governing Board and membership meetings or communicate absences to the President.
- D) Submit newsletter materials to the editor in a timely manner.
- E) Assist President with conservation issues review.

Secretary

- A) Attend scheduled Governing Board and membership meetings or communicate absences to the President.
- B) Serve as the Communications Committee Chair.
- C) Record minutes at Board meetings and the Annual Meeting.
- D) Compile and send minutes to Board members for approval as soon as possible after the meeting.
- E) Maintain correspondence and archive files that will be subsequently passed to the Chapter Archivist or stored electronically by the Webmaster.
- F) Prepare reports for the Parent Society and North Central Section as required.

Treasurer

- A) Attend scheduled Governing Board and membership meetings or communicate absences to the President.
- B) Maintain the financial files, records, accounts, and funds of the Chapter.
- C) Collect payments of annual dues and forward membership information to be included in the membership database.
- D) Collect registration payments for the Annual Meeting, workshops, and other activities as necessary.
- E) Prepare financial reports quarterly for Governing Board and Annual Meetings, newsletter, and at years end for to Audit Committee.
- F) Prepare financial and tax reports for the Parent Society and North Central Section as required.

Board Members at Large

- A) Attend scheduled Governing Board and membership meetings or communicate absences to the President.
- B) Plan at a minimum one summer workshop, with the two Board Members at Large in their second year of service responsible for organization.
- C) Serve as liaison between members and the Governing Board, encouraging member recruitment and participation.
- D) Participate in committees as able.

3. Committees

Committees may be established and discharged by the Board as needed. Each committee shall be led by a Committee Chair.

Committee Chair Duties

- A) Recruit committee members from the general membership to assist with completing responsibilities and duties of the committee.
- B) Delegate and oversee the work of committee members.
- C) Attend scheduled Governing Board and membership meetings as necessary to communicate activities.
- D) Prepare a committee report for the annual membership meeting.

Committee Descriptions

Annual Meeting Program

- A) To be chaired by the President-Elect.
- B) Plan and organize the Annual Meeting by selecting topics and facilities with approval of the Board.
- C) Coordinate all aspects of the Annual Meeting by recruiting committee members and working with other relevant committees.

Archivist

- A) Maintain archives for the President, Secretary, and Treasurer at a secure location.
- B) Keep a current listing of archive contents.
- C) Update Chapter history as needed.

Audit

- A) To be made up of a Chair and at least one other member in good standing.
- B) Review the financial records of the Treasurer annually.
- C) Prepare an Audit Report to be presented at the Annual Meeting.

Awards

- A) Solicit and review nominations for Chapter standing awards:
Minnesota Award, Conservation Award, Student Conservationist Award, Law Enforcement Award,
Dr. Janet S. Boe Memorial Award, Service to Chapter Awards
- B) Select and notify award recipients prior to the Annual Meeting and encourage their attendance.

- C) Set budget and purchase appropriate awards, plaques, and certificates.

Bylaws Review

- A) As necessary and routinely at five-year intervals review and recommend Bylaws Amendments to the Governing Board for approval, or inform the President that revisions or amendments are not necessary.

Communications

- A) To be chaired by the Secretary.
- B) Provide multichannel communications to members to engage in policy matters, promote our programs, and attract participants and members.
- C) Designate a Newsletter Editor who will request and receive Committee Reports and any other items for the newsletter prior to quarterly deadlines (1 March, 1 June, 1 September, 1 December), will compose an electronic newsletter, and will distribute the newsletter via email to the membership and for posting on the website.
- D) Designate a Webmaster to update and maintain the Chapter website and electronic archives of meeting minutes, newsletters, and other important documents.
- E) Designate a Google Group administrator to maintain and update the Board and Membership groups.
- F) Evaluate traditional communications and improve methods to include social media platforms and other communications tools.
- G) Improve relationships with local and state media outlets to enhance opportunities to promote the Chapter.

COWCH

- A) Coordinate the Chapter COWCH (Celebrating our Wildlife Conservation Heritage) project.
- B) Seek out and assist potential interviewers with accomplishing an interview and getting appropriate materials for their interviews.
- C) Ensure that the Chapter and national archives of these interviews are up to date.
- D) Solicit recommendations for influential wildlife professionals that should be interviewed.

Forest Issues

- A) Review legislative proposals, administrative regulations, impact statements, or other issues affecting the wildlife or wildlife habitats in the forested region of Minnesota.
- B) Identify and prioritize issues critical to forest wildlife and their habitats that the Chapter can effectively influence. Lead the committee in addressing such issues.
- C) Inform members of wildlife and habitat issues, seek member input on pertinent issues, and summarize findings for the President and Governing Board.
- D) Assist the President in drafting letters, position papers, and resolutions on appropriate issues.

Fundraising

- A) Organize and run the fundraising event at the Annual Meeting.
- B) Assist with other fundraising activities as needed.
- C) Increase the diversity of funding and revenue sources to support the Chapter and develop new fundraising capacities to help raise funds for administration and projects.

Membership

- A) Designate a single person (typically the Committee Chair) to act as the membership contact for receiving membership inquiries and dues.
- B) Maintain a Membership Database with a roster of all members in good standing.
- C) Send membership dues to the Treasurer or deposit dues into the Chapter account at least every two months.
- D) Contact new members in a timely fashion to inform them of the Chapter Google Group and other opportunities to get involved in the Chapter.
- E) Solicit new and renewal memberships through mailings and advertising to appropriate organizations.
- F) Work to improve member recruitment, retention, and value of membership within the Chapter.
- G) Provide membership information to the Board and Committee Chairs as requested.

Nominations and Elections

- A) To be chaired by the Past-President.

- B) Present a slate of two eligible nominees for each elected office at least 45 days prior to the Annual Meeting.
- C) Officers include President-Elect, Secretary (even years), Treasurer (odd years), and Board Members at Large (two per year).
- D) Submit the list of nominees and their biographies for the December newsletter or earlier (at least 45 days before the Annual Meeting).
- E) Prepare ballots and oversee voting and ballot counting at the Annual Meeting.

Non-Toxic Ammunition Working Group

- A) Promote the use of non-toxic alternatives to lead ammunition and fishing tackle.
- B) Host copper bullet demonstrations and outreach efforts.

Prairie and Farmland Issues

- A) Review legislative proposals, administrative regulations, impact statements, or other issues affecting the wildlife or wildlife habitats in the farmland and prairie regions of Minnesota.
- B) Identify and prioritize issues critical to prairie and farmland wildlife and their habitats that the Chapter can effectively influence. Lead the committee in addressing such issues.
- C) Inform members of wildlife and habitat issues, seek member input on pertinent issues, and summarize findings for the President and Governing Board.
- D) Assist the President in drafting letters, position papers, and resolutions on appropriate issues.

Statewide Issues

- A) Keep abreast of statewide wildlife and habitat conservation issues affecting Minnesota.
- B) Identify and prioritize issues critical to wildlife and their habitats that the Chapter can effectively influence. Lead the committee in addressing such issues.
- C) Review and bring pertinent issues needing Chapter action to the membership and Board's attention.
- D) Assist the President in drafting letters, position papers, and resolutions on appropriate issues.

Student Relations

- A) Act as the liaison between the Chapter, the Student Chapters, and students not associated with Student Chapters.
- B) Provide opportunities for students to launch their wildlife careers through mentoring, professional development, and networking.
- C) Develop and manage a student professional development grant program to assist students with expenses to attend training, conferences, and other professional development events.
- D) Work with student chapter advisors and faculty to strengthen ties and create effective conduits to students.
- E) Organize student activities at the Annual Meeting, such as the Quiz Bowl, paper and poster competition, student-professional mixer, leadership breakfast, and travel grant program.

Wetland Issues

- A) Review legislative proposals, administrative regulations, impact statements, or other issues affecting the wetland wildlife or wetland wildlife habitats in Minnesota.
- B) Identify and prioritize issues critical to wetland wildlife and their habitats that the Chapter can effectively influence. Lead the committee in addressing such issues.
- C) Inform members of wildlife and habitat issues, seek member input on pertinent issues, and summarize findings for the President and Governing Board.
- D) Assist the President in drafting letters, position papers, and resolutions on appropriate issues.

4. External Representatives

Representatives serve the Chapter by serving on boards or attending meetings of external conservation organizations. Representatives may be designated and discharged as needed by the Board.

USDA State Technical Committee (STC) Representative

- A) Represent the Chapter on the STC, share information with members and seek their input.
- B) Collaborate with Statewide, Forest, Prairie/Farmland, and Wetland Committee Chairs and MCF and CAN representatives on addressing pertinent issues.

- C) Make recommendations to the Governing Board when actions are needed.
- D) Develop positions on pertinent issues and inform the President and Governing Board of findings.
- E) Assist the President in writing position papers and drafting resolutions on appropriate issues.

Minnesota Conservation Federation (MCF) Representative

- A) Represent the Chapter on the MCF Board by attending meetings, sharing correspondence, and seeking input from members.
- B) Collaborate with Statewide, Forest, Prairie/Farmland, and Wetland Committee Chairs and STC and CAN representatives on addressing pertinent issues.
- C) Make recommendations to the Governing Board when actions are needed.
- D) Develop positions on pertinent issues and inform the President and Governing Board of findings.
- E) Assist the President in writing letters, position papers, and draft resolutions on appropriate issues.

TWS Conservation Affairs Network (CAN) Representative

- A) Serve as a connector that promotes collaboration to make policy activities more efficient and effective between the Chapter, Section, and Parent Organization.
- B) Update the Board of activities of the CAN relevant to the Chapter.
- C) Communicate issues of national importance to the CAN for action.
- D) Collaborate with Statewide, Forest, Prairie/Farmland, and Wetland Committee Chairs and MCF and STC representatives on addressing pertinent issues.

5. Administration Guidelines

- A. Governing Board: The Governing Board consists of the President, President-Elect, Past-President, Secretary, Treasurer, and four Board Members at Large. These members should attend all Governing Board meetings and will vote on Board business. For quorum of the Governing Board five members shall be present.
- B. Workshops: The Chapter hosts at least one annual workshop, typically in the summer, organized by the Board Members. This is a minimum guideline. Workshops/conferences need not be limited. If approved by the Board, any committee or member in good standing may organize a workshop at any time.
- C. Support for Member Attendance: The Chapter regularly supports the attendance of a representative member to relevant wildlife and conservation events such as Teaming With Wildlife Fly-In, Midwest Fish & Wildlife Conference, North Central Section Meeting, and DNR Roundtable. Travel support typically does not exceed \$1000 per event.
- D. Financial Support for External Organizations & Individuals: Financial support is available for individuals and non-profit organizations for projects and activities that support the Chapter objectives. Donations may be awarded in the areas of wildlife education/professional development, research, habitat improvement (including acquisition), sponsorship of special natural resource events (e.g., conferences, workshops), and environmental advocacy.

A total of \$1000 will be available for such contributions annually, broken into four \$250 quarterly awards. Unused funds rollover into the next quarter until being reset at the Annual Meeting. Groups or individuals interested in support should submit a request describing the project or activity to the Board. The Board will approve or reject requests on a quarterly basis. This policy will stay in effect until such time that a permanent resolution is adopted by the Board.
- E. Board Reimbursement: Board members may seek approval from the Board to be reimbursed for mileage and lodging incurred while attending official Chapter Board Meetings or business. Mileage and lodging will be reimbursed at the federal per diem rate (<http://www.gsa.gov/mileage> and <http://www.gsa.gov/perdiem>). Approved reimbursement requests should be sent to the Treasurer within seven days of travel. Board members may not to request reimbursement if their agency or organization is covering their expenses.

- F. Meeting Schedules and Locations: The winter Board Meeting is held in conjunction with the Annual Meeting, which consists of a membership meeting and a conference program, and is typically held in February. Quorum for the membership meeting is five members of the Board and 10 additional members in good standing. The summer Board Meeting is held in conjunction with the summer workshop, typically held in August. Other regular Board meetings are held at least quarterly and can be conducted in person or through conference calls. The Chapter has a Start Meeting account available for conference calling.
- G. Volunteer hours: Volunteer hours must be reported to the Parent Chapter Office of the TWS when requested. These include time spent in report writing, meetings, lobbying, etc. Volunteer hours are reported using the standard forms.
- H. Misc. record keeping: All records and correspondence should be copied to the President and Secretary with a copy to the archives.

6. Resolutions and Position Statements

A. Definitions

Resolutions are short declarative papers that highlight the Chapter's position on a specific topic. Resolutions are normally sent to an official(s) in government. This is the strongest statement the Chapter can make on an issue.

Position statement is a carefully prepared and concise exposition on a wildlife issue that defines the issue, contains factual background data, describes the most probable biological, social, and economic results of alternative actions, and may also contain a recommended course(s) of action.

B. Procedures

A committee or at least two members in good standing may submit a resolution to the Board for review and approval. Any resolution involving a change in policy will require approval by the membership. Draft resolutions approved by the Board at or before the fall Board Meeting will be presented to the members in the December Newsletter and voted on at the Annual Meeting.

A standing or special committee normally develops position statements, however any member in good standing may recommend a topic to the appropriate issues committee (Forest, Prairie/Farmland, Wetland, or Statewide). The Board must approve the final draft of the position statement. Any statements that conflict with those already adopted by TWS must be submitted to the parent TWS Council for review and possible approval. All position statements should be forwarded to TWS Headquarters upon approval.

Past resolutions and position statements are listed in Appendix C.

7. Chapter Awards

The Minnesota Chapter of The Wildlife Society has seven annual awards that are presented at the Annual Meeting. Past award recipients are listed in Appendix D. The awards are:

- *Minnesota Award:* This award is presented to an individual who has made outstanding contributions to Minnesota's wildlife and natural resources.
- *Conservation Award:* This award is presented to an organization that has shown an outstanding commitment to Minnesota's resources.
- *Student Conservationist Award:* This award is given to a wildlife major at a Minnesota college who has shown a commitment to wildlife and promise as a future wildlife professional.

- *Law Enforcement Award:* This award is given to a Minnesota Conservation Officer who has shown an outstanding commitment to the protection of Minnesota's resources.
- *Bob Fedeler Award:* This award is presented to one undergraduate and one graduate student who have a 3.0 or better GPA, a strong interest in a career in wildlife biology, be active in extracurricular activities, have a strong sense of public service and have demonstrated good communication skills.
- *Janet Boe Memorial Award:* This award is presented to a professional woman or outstanding female graduate or undergraduate student who exemplifies the consummate natural resource scientist.
- *Service to Chapter Awards:* This award is given for exceptional service and commitment to the Minnesota Chapter during the past year.

A BRIEF HISTORY OF THE MNTWS AWARDS

When I took on the Awards Chair job, I inherited a big box of file folders. Many contain some of the unique inner workings of the MNTWS, and all contain some historical aspects that need preservation. The files are fairly complete, with only a few years missing. If any former ex-MNTWS officers have some of these files, please get them to the Awards Committee.

The Minnesota Award was first conceived in 1958, and was essentially the only award presented by MNTWS until 1985, when the Conservation Award began. In 1992, both the Law Enforcement and Student Conservationist Awards began. Unknown to me (until now), there have actually been other more temporary awards. There was a family and MNTWS sponsored J. Donald Smith Memorial Award at the University of Minnesota. Robert Petrosky received it in 1968, and Ken Neudahl in 1969. No other records exist for that award. In 1971, MNTWS was the primary sponsor in the memorial dedication of two FWS Wetland Production Areas near Ashby in honor of the late Daniel Janzen. The photo and written record is very complete.

There were proposals for other awards that probably led to some existing awards. In 1983, proposed categories for new awards were Organization Award, Manager Award, Research Award, and Non-Professional Award. In 1992 and 1993, a Humorous Award almost got off the ground, and would have been presented in 1993- if the "lucky" recipient had attended the annual meeting.

The list of Awards Committee chairs is interesting, and many folks served for extended periods. Nearly all also served on the Awards Committee at other times. Unfortunately, in some years, there are either no records, or questionable records, and if there are corrections or additions, please let the Awards Committee know. Following is the list as it now stands. Jim Kimball 1958; Dan Frenzel 1959; Milt Stenlund 1960; Dwain Warner 1961; Dave Vesall 1962-63; Bob Jessen 1964; Oliver Jarvenpa 1965; Bob Jessen? 1966; Les Dundas 1967; Art Hawkins 1968; Les Dundas 1969-1971; Frank Irving 1972; Grady Mann 1973-1974?; Ross Hanson 1975-76; unknown 1977-79; Jack Mooty 1980-81; unknown 1982; Jim Cooper 1983-84; Dan Svedardky 1985-86; Larry Nelson 1987; Lynn Rogers 1988; Carl Madsen 1989; Tom Isley 1990-91; Herb Conley 1992; Steve Erickson 1993-94; Brad Ehlers 1995-99; and Bill Berg 2000-2001.

Thanks to all Awards Committee folks who have served. -----Bill Berg, 2001-----

8. Student Chapters

The Minnesota Chapter recognizes both official Student Chapters of The Wildlife Society and wildlife clubs and organizations not recognized by the Parent Chapter as Minnesota student chapters. There are currently six active student chapters in Minnesota, * designates official Student Chapters as recognized by the Parent Chapter.

Bemidji State University *
Central Lakes College
University of Minnesota - Crookston *
University of Minnesota - Twin Cities *

Minnesota State University - Moorhead *
Vermillion Community College

Past and Current officers are listed in Appendix E.

9. Chapter History

[Needs to be written, John Moriarty, chapter Archivist, is writing this history]

10. Annual Calendar

January	Continue with Annual Meeting planning (begin in September) DNR Roundtable Midwest Fish & Wildlife Conference/North Central Section Meeting
February	Governing Board Meeting Annual Meeting -elections -resolutions -awards -selection of summer meeting theme, location, and planning committee -selection of the next Annual Meeting theme and location -officers pass on Operations Manuals to new officers Teaming with Wildlife Fly-In
March	Spring Newsletter Send Resolutions to the Parent Chapter Send list of new officers to the Parent Chapter (due 1 March) Send Summary of Activities (previous year) to The Parent Chapter & Section (due 1 March)
April	
May	Governing Board Meeting (quarterly) Update Operations Manuals and Archives (new officers, awards lists, student chapters, etc.)
June	Summer Newsletter
July	Summer Workshop (or in August)
August	Summer Governing Board and Members Meeting Summer Workshop (usually held in conjunction with Governing Meeting) Start Nominations Process
September	Fall Newsletter Announce award nominations and Fedeler Scholarship application deadline Start Annual Meeting Planning
October	Solicit presentation abstracts for the Annual Meeting
November	Governing Board Meeting
December	Winter Newsletter (45 days before Annual Meeting) -print list of proposed resolutions -print slate of candidates -announce Annual Meeting Registration deadline Send letter to DNR/USFWS Division Directors requesting support to attend Annual Meeting.

[additional items should be filled in as needed]

11. Bylaws Review & Revision History

The Bylaws state the Minnesota Chapter was organized March 11, 1962. Before then, the Minnesota Section of TWS operated under a different set of bylaws. The Minnesota Section was originally approved on March 7, 1948.

The revised Bylaws of the Minnesota Chapter of the Wildlife Society were completed after a Revision Draft was accepted by the Chapter's Board on May 12, 1992, for final draft preparation with minor changes and editing. This Final Draft of the Bylaws was then to meet the approval of three Chapter officers (approved by President Artmann, Past-President Kitts and President-Elect Merrill Frydendall as of June 27, 1992.) prior to being sent to The Wildlife Society (TWS) for approval per President Artmann's instructions. Mailing date to TWS was 06 July, 1992, with copies to Chapter Secretary.-Treasurer. Kurt Haroldson and President Artmann. Bylaws were approval by TWS [7/22/1992] & MN Chapter Governing Board [8/21/1992].

The Operations Manual and Bylaws were reviewed in 1996. Subsequent reviews did not result in any revisions.

An electronic version of the Operations Manual and Bylaws was created in February 2007.

The Operations Manual and Bylaws were reviewed in 2008 by Gary Huschle, Stacy Salvevold (past-president), and John Loegering (president-elect). Several revisions were proposed and adopted (2/11/09). The Parent Chapter suggested several non-substantive revisions to bring the Minnesota Chapter documents in line with the parent chapter bylaws and policy. All changes were reviewed by the governing board, and approved in June 2009, but were inadvertently not forwarded to the parent for final approval. That final step was completed in June 2010.

The Operations Manual and Bylaws were revised in 2016 by Lindsey Shartell (Treasurer) and Rich Olsen (President) and reviewed first by the Strategic Planning Team and then by the Board. The revised Bylaws were approved by the membership at the Annual Meeting on 2/10/2016 and approved by The Wildlife Society on 2/16/2016.

Appendix A. Past officers and regional representatives

Presidents serve 3-year term as president-elect, president, and past-president.

Year	President	Secretary / Treasurer	Newsletter Editor
2016	Stephen Winter	Matt Stasica / Kyle Daly	Bailey Peterson
2015	Rich Olsen	Maria Fosado / Lindsey Shartell	Bailey Peterson
2014	Steve Windels	Maria Fosado / Lindsey Shartell	Bailey Peterson
2013	Jodie Provost	Maria Fosado / Charlotte Roy	Bailey Peterson
2012	Wayne Brininger	JB Bright / Charlotte Roy	Wes Bailey
2011	Mike Larson	Richard Olsen / Charlotte Roy	Wes Bailey
2010	Greg Hoch	Richard Olsen / Charlotte Roy	Eric Dunton
2009	John Loegering	Richard Olsen / Sara Vacek	Eric Dunton
2008	Steve Kittleson	Richard Olsen / Sara Vacek	Eric Dunton
2007	Stacy Salvevold	Richard Olsen / Sara Vacek	Laura Bonneau
2006	Dave Trauba	Laura Bonneau	Shelley Gorham
2005	Doug Wells	Laura Bonneau / Bob Osborn	Shelley Gorham
2004	Mark Hanson	Bob Osborn	Shelley Gorham
2003	Bill Faber	Doug Wells	Shelley Gorham
2002	Jeanine Vorland	Doug Wells	Shelley Gorham
2001	Gary Huschle	Gretchen Mehmel	Joel Huener
2000	Martha Minchak	Gretchen Mehmel	Joel Huener
1999	Janet Boe	Gretchen Mehmel	Margaret Anderson
1998	Jack Mooty	Gretchen Mehmel	Margaret Anderson
1997	Bob Fedeler	Dave Olfelt	Margaret Anderson
1996	Kelly Cable	Dave Olfelt	Margaret Anderson
1995	Kurt Haroldson	Lisa Mueller	Janet Boe
1994	John Moriarty	Lisa Mueller	Janet Boe
1993	Merrill Frydendall	Kurt Haroldson	Donna Compton
1992	Joe Artman	Kurt Haroldson	Donna Compton
1991	Joe Artman	Ken Varland	Rob Bouta
1990	James Kitts	Ken Varland	Rob Bouta
1989	Al Berner	Mike Zicus	Lisa Mueller
1988	Ed Boggess	Mike Zicus	Lisa Mueller
1987	Carl Madsen	Rebecca Halbe	G. Mehmel-Bengston
1986	Barbara Hill	Julie Lee	G. Mehmel-Bengston
1985	Robert Djupstrom	Julie Lee	G. Mehmel-Bengston
1984	Ed Lindquist	Steve Caron	Barbara Hill

Appendix A. Continued - Past officers and regional representatives

Year	Region 1	Region 2	Region 3	Region 4	Region 5	Region 6
2016	Kyle Arola	Bruce Anderson	Mandy Uhrich	Lisa Gelvin-Innvaer	Michelle Barrett	Bill Severud
2015	Kyle Arola	Bruce Anderson	Tony Hewitt	Lisa Gelvin-Innvaer	Gretchen Miller	Bill Severud
2014	Kyle Arola	Dawn Plattner	Tony Hewitt	Kristin Fritz	Stephen Winter	Tom Cooper
2013	Kyle Arola	Dawn Plattner	Ann Geisen	Kristin Fritz	Stephen Winter	Tom Cooper
2012	Kyle Arola	Nancy Gellerman	Ann Geisen	Kristin Fritz	Stephen Winter	Erika Hoagland
2011	Greg Knutson	Nancy Gellerman	Beau Liddell	Molly Tranel	Brian Pember	Erika Hoagland
2010	Greg Knutson	Nancy Gellerman	Beau Liddell	Molly Tranel	Brian Pember	John Moriarty
2009	Mike Zicus	Mike Larson	Beau Liddell	Curt Vacek	Emily Hutchins	Mike Malling
2008	Mike Zicus	Mike Larson	Beau Liddell	Curt Vacek	Emily Hutchins	Bruce Hawkinson
2007	Mike Zicus	Mike Larson	Sheldon Myerchin	Curt Vacek	Emily Hutchins	Bruce Hawkinson
2006	Mike Zicus	Mike Larson	Sheldon Myerchin	Curt Vacek	Emily Hutchins	Bruce Hawkinson
2005	Wayne Brininger	Mike Larson	Sheldon Myerchin	Curt Vacek	Emily Hutchins	Bruce Hawkinson
2004	Wayne Brininger	Mike Larson	Sheldon Myerchin Curt Vacek	Curt Vacek	Emily Hutchins	Bruce Hawkinson
2003	Maggie Anderson	Dick Buech	Fred Bengston	Dave Trauba	Nick Gulden	Bruce Hawkinson
2002	Maggie Anderson	Dick Buech	Fred Bengston	Dave Trauba	Nick Gulden	Bruce Hawkinson
2001	Shelley Gorham	Dick Buech	Fred Bengston	Dave Trauba	Nick Gulden	Steve Kittleson
2000	Shelley Gorham	Mike Schrage	Fred Bengston	Wendy Kreuger	Nick Gulden	Steve Kittleson
1999	Gary Huschle	Mike Schrage	Dave Pauly	Wendy Kreuger	Mike Tenney	Steve Kittleson
1998	Gary Huschle	Mike Schrage	Dave Pauly	Wendy Kreuger	Mike Tenney	Steve Kittleson
1997	Gary Huschle	Mike Schrage	Jeanne Holler	Wendy Kreuger	Eric Nelson	Steve Kittleson
1996	Gary Huschle					
1995	Doug Wells	Mary Shedd	Brad Ehlers	Don Nelson	Eric Nelson	Sean Kelley
1994	Doug Wells	Kelly Cable	Brad Ehlers	John Schladweiler	Eric Nelson	Rob Bouta
1993	Rob Naplin	Kelly Cable	Dave Johnson	John Schladweiler	Jeanine Vorland	Rob Bouta
1992	Rob Naplin	Bill Berg	Dave Johnson	Steve Erickson	Jeanine Vorland	Lloyd Knutson
1991	Brian Winter	Bill Berg	Fred Bengston	Kurt Haroldson	Mike Tenney	Lloyd Knutson
1990	Brian Winter	Kevin Kotts	Fred Bengston	Cathy Fouchi	Mike Tenney	Lee Pfannmuller
1989	Larry Lewis	Kevin Kotts	Gary Drotts	Cathy Fouchi	Jon Cole	Lee Pfannmuller
1988	Larry Lewis	Dave Kanz	Gary Drotts	Doug Wells	Jon Cole	
1987	Mike Zicus	Dave Kanz	Mike Loss	Doug Wells	Jeanine Vorland	Steve Merchant
1986	Mike Zicus	Tom Biebighauser	Mike Loss	Ken Varland	Jeanine Vorland	Lloyd Knutson
1985	Norm Moody	Tom Biebighauser	Mike Loss	Ken Varland	Tony Stegon	Lloyd Knutson
1984	Norm Moody	Dave Dickey	Mike Loss	John Schladweiler	Tony Stegon	Joan Galli

Appendix B. Past committee chairs

Year	Audit	Awards	Forest Issues	Fundraising	Archivist/Historian	Membership
2015	Gretchen Mehmel	Thom Soule	Norm Moody	Sheldon Myerchin Dawn Plattner	John Moriarty	Mandy Uhrich
2014	Gretchen Mehmel	Thom Soule	Mike North	Sheldon Myerchin Dawn Plattner	John Moriarty	Kristin Fritz
2013	Gretchen Mehmel	Thom Soule	Mike North		John Moriarty	Kristin Fritz
2012	Gretchen Mehmel	Thom Soule	Wayne Brininger		John Moriarty	Kristin Fritz
2011	Gretchen Mehmel	Thom Soule	Wayne Brininger		John Moriarty	
2010	Gretchen Mehmel	Thom Soule	Wayne Brininger	Norm Moody	John Moriarty	Brian Haroldson
2009	Gretchen Mehmel	Martha Minchak	Tim Quincer	Norm Moody	John Moriarty	Brian Haroldson
2008	Gretchen Mehmel	Martha Minchak	Tim Quincer	Norm Moody		Brian Haroldson
2007	Gretchen Mehmel	Martha Minchak	Tim Quincer	Norm Moody		Dave Trauba
2006	Gretchen Mehmel	Martha Minchak	Tim Quincer	Norm Moody		Doug Wells
2005	Gretchen Mehmel	Martha Minchak	Tim Quincer	Norm Moody		Mark Hanson
2004	Rick Horton	Janet Boe	Norm Moody	Norm Moody		Bill Faber
2003	Rick Horton	Janet Boe	Norm Moody	Norm Moody		Jeanine Vorland
2002		Janet Boe	Norm Moody	Norm Moody		Gary Huschle
2001	Bill Berg	Bill Berg	Norm Moody	Norm Moody Larry Olson		Martha Minchak
2000	Bill Berg	Bill Berg	Norm Moody	Norm Moody Larry Olson		Janet Boe
1999	Bill Berg	Brad Ehlers	Norm Moody	Norm Moody		Jack Mooty
1998	Bill Berg	Brad Ehlers	Norm Moody	Rick Julian Rob Naplin		Bob Fedeler
1997	Bill Berg	Brad Ehlers	VACANT	Steve Kufrin		Kurt Haroldson
1996	Bill Berg	Brad Ehlers	Jack Mooty	Steve Kufrin		Kurt Haroldson
1995	Bill Berg	Brad Ehlers	Jack Mooty	Steve Kufrin		John Moriarty
1994	Bill Berg	Steve Erickson	Kurt Rusterholtz	Steve Kufrin		Merrill Frydendall
1993	Bill Berg	Herb Conley	Dick Buech			Joe Artmann
1992	Bill Berg	Herb Conley	Dick Buech	Rick Julian		Jim Kitts
1991	Bill Berg	Tom Isley	Peter Jordan	Rick Julian		Al Berner
1990	Bill Berg	Carl Madsen	Peter Jordan			
1989	Bill Berg	Carl Madsen	Peter Jordan			
1988		Larry Nelson				

1987		Larry Nelson				
1986		Dan Svedarsky		Jack Mooty		
1985		Dan Svedarsky		Jack Mooty		
1984		Jim Cooper		Jack Mooty		

Year	Prairie/Farmland Issues	Professional Enhancement	Statewide Issues	Student Relations	Wetland Issues	Conservation Affairs Network
2015	Jill Fejszes		Bill Faber	Lori Schmidt	Laurie Fairchild	Jodie Provost
2014			Bill Faber		Laurie Fairchild	Jodie Provost
2013	Greg Hoch		Bill Faber		Laurie Fairchild	
2012	Molly Tranel		Bill Faber	Jim Berdeen Mark Hanson	Mike North	
2011	Molly Tranel		Bill Faber	Jim Berdeen Mark Hanson	Mike North	
2010	Molly Tranel		Bill Faber	Jim Berdeen Mark Hanson	Mike North	
2009	Greg Hoch	<i>Committee discontinued</i>	Bill Faber	Jim Berdeen Mark Hanson	Mike North	
2008	Greg Hoch	Gary Huschle	Bill Faber		Mike North	
2007	Greg Hoch	Gary Huschle	Bill Faber		Mike North	
2006	Greg Hoch	Gary Huschle	Bill Faber		Mike North	
2005	Dave Pauly	Gary Huschle	Bill Faber		Mike North	
2004	Dave Pauly	Gary Huschle	VACANT		Mike North	
2003	Dave Pauly	Gary Huschle	Pam Perry		Mike North	
2002	Dave Pauly	Pamela Deerwood	Pam Perry		Mike North	RIM Rep
2001	Dave Pauly	Dan Frenzel Pamela Deerwood	Pam Perry		Mike North	<i>Committee discontinued</i>
2000	Kurt Haroldson	Dan Frenzel	Pam Perry		Mike North	Kevin Lines
1999	Kurt Haroldson	Dan Frenzel	Pam Perry		Mike North	Kevin Lines
1998	Kurt Haroldson	Dan Frenzel			Mike North	Kevin Lines
1997	Jack Arnold, Jr.	Dan Frenzel			Doug Norris	Kevin Lines
1996	Jack Arnold, Jr.	Dan Frenzel			Doug Norris	Kevin Lines
1995	Don Schultz	Dan Frenzel			John Schladweiler	Kevin Lines
1994	Don Schultz	Dan Frenzel			Ray Norgaard	Kevin Lines
1993	Don Schultz	Dan Frenzel			Sue Julison	Joe Artmann

1992	Don Schultz	Dan Frenzel			Larry Lewis	Joe Artmann
1991	Eric Nelson	Dan Frenzel			Larry Lewis	Joe Artmann
1990	Tom Keefe	Dan Frenzel				
1989	Tom Keefe	Dan Frenzel				
1988		Dan Frenzel				
1987		Dan Frenzel				
1986		Dan Frenzel				
1985		Doug Keran				
1984		Doug Keran				

Year	Webmaster	COWCH Project	MCF / FWLA Rep	Shallow Lakes Forum Rep	USDA NRCS Tech Council Rep	Non-Toxic Ammo
2015	Lindsey Shartell	Andy Tri	Bill Faber		Jodie Provost	Tony Hewitt
2014	Lindsey Shartell	Nicholas Snavely	Bill Faber		Jodie Provost	Steve Windels
2013	John Loegering	Nicholas Snavely	Bill Faber	<i>Discontinued</i>	Jodie Provost	
2012	John Loegering	Nicholas Snavely	Bill Faber	Molly Tranel	Jodie Provost	
2011	John Loegering	Nicholas Snavely	Bill Faber	Molly Tranel	Jodie Provost	
2010	John Loegering	Nicholas Snavely	Bill Faber	Molly Tranel	Jodie Provost	
2009	John Loegering	Nicholas Snavely	Bill Faber	Molly Tranel	Jodie Provost	
2008	John Loegering					
2007	John Loegering					
2006	Shelley Gorham & John Loegering					
2005	Shelley Gorham & John Loegering					
2004	Shelley Gorham & John Loegering					
2003	Shelley Gorham & John Loegering					
2002	Shelley Gorham & John Loegering					
2001	Shelley Gorham & John Loegering					
2000	Shelley Gorham & John Loegering					

Appendix C. Past resolutions and position papers

Past resolutions {these need to be gleaned from past newsletters }

Past position papers and statements {these need to be gleaned from past newsletters }

2007: TWS Response to Governor's Task Force on Forest Products Industry Competitiveness, 2007

2007: Off-Highway Vehicles and Wildlife Impacts in Minnesota, March 22, 2007

2007: Recommendations for the 2007 Farm Bill, March 14, 2007

2002: Short Rotation Woody Crops in Minnesota's Historically Open Landscapes: Information, Concerns, and Recommendations in Regard to Native Wildlife and Their Habitats, November 14, 2001

Appendix D. Past award recipients

MINNESOTA CHAPTER, THE WILDLIFE SOCIETY, AWARDS HISTORIES 1958-CURRENT

The Minnesota Award is our Chapter's highest award and is presented to an individual who has made outstanding contributions to Minnesota's wildlife and natural resources.

The Conservation Award is presented to an organization or institution that has shown an outstanding commitment to Minnesota's resources.

The Student Conservationist Award is presented to a Wildlife Major at a Minnesota college who had shown a commitment to wildlife, has high scholastic achievement, and shows promise as a future wildlife professional.

The Law Enforcement Award is presented to an individual who has demonstrated dedication and service to the protection of Minnesota's natural resources.

The Bob Fedeler Award is presented to one undergraduate and one graduate student who have a 3.0 or better GPA, a strong interest in a career in wildlife biology, be active in extracurricular activities, have a strong sense of public service and have demonstrated good communication skills.

The Janet Boe Memorial Award recognizes a professional woman or outstanding female graduate or undergraduate student who exemplifies the consummate natural resource scientist.

YEAR	MINNESOTA AWARD	CONSERVATION AWARD	STUDENT CONSERVATIONIST	LAW ENFORCEMENT	FEDELER AWARD	JANET BOE AWARD
1958	George Selke					
1959	Lytton Taylor					
1960	Jack Berryman					
1961	John Moyle					
1962	Arnold Erick					
1963	Samuel Eddy					
1964	Richard Dorer					
1965	William H. Marshall					
1966	George McCullough					
1967	Walter J. Breckenridge					
1968	Flick Davis					
1969	Grady E. Mann					
1970	Milton Stenlund					
1971	Robert Burwell					
1972	Robley W. Hunt					
1973	Art Hawkins					
1974	Dave Vesall					
1975	Ross Hanson					
1976	L. Daniel Frenzel					
1977	Laurits W. Krefting					
1978	Robert E. Farnes					
1979	Gordon W. Gullion					
1980	Max Partch					
1981	David Dickey					
1982	**					

1983	John Mathisen					
1984	Arlin Anderson					
1985	Carl Madsen	Minnesota Waterfowl Association				
1986	L. David Mech	MN Chapter, The Nature Conservancy				
1987	John Scharf	Fish & Wildlife Legislative Alliance				
1988	Alfred Berner	Nicollet Conservation Club				
1989	Wallace Dayton	The Big Game Club- Special Projects				
1990	Edward Crozier	Friends of the Minnesota Valley				
1991	Roger M. Holmes	Pheasants Forever				
1992	Harvey Nelson	Itasca Community College	Eric Spadgenske	Doug Sandstrom		
1993	Carrol Henderson	Clean Up Our River Environment	Dean Paron	David Mador		
1994	Jan Green	Sportsmen's Coalition Clean Minnesota River	Jane Mueller	Todd Manley		
1995	William E. Berg	Hennepin Co. Parks - DNR	Kent Sundseth	Larry Lewis		
1996	Alfred H. Grewe	Ducks Unlimited - Minnesota	Eric Rosenquist	David Duncan		
1997	Al Radtke	Central Lakes College - Natural Resources	Myron Weltikol	Jeff Birchem		
1998	Larry R. Nelson	Rice Area Sportsmen's Clubs	Eric Thorson	John F. Smith		
1999	Dan Svedarsky	Minnesota Sharp-tailed Grouse Society	Shane Osborne	Martin Book		
2000	Robert Janssen	Izaak Walton League - Minnesota Division	Emily Spinler	Leland Owens		
2001	Larry Lewis	Minnesota Conservation Federation	Chad Nordstrom	Tom Provost		
2002	Ross Hier	Central Minnesota Audubon Society	Dan Oberg	Brian Mies		
2003	Francesca Cuthbert	KAXE Northern Community Radio	Tom Gorman	Joyce & Paul Kuske		
2004	Douglas Keran	Minnesota Prairie Chicken Society	Russell Kleinschmidt	Karl Hadrits		
2005	Terrance Wolfe	Stearns County Pheasants Forever	Nathaniel Emery	Richard Stoltman		
2006	Gary Huschle	St. Louis River Citizens Action Committee	Tim Barberg	Scott Staples	Micah Meyer	

2007	Lee Pfannmuller Janet Boe	Luverne and Mary Jo Forbord of Prairie Horizons Farm	Mary Jo Geldert	Gary Forsberg	Jessica Holmes	
2008	Brian Winter	Jane Bennett of Central MN Citizens for Responsible Growth	Chris Waltz	Jeremy Woinarowicz		Margaret Anderson
2009	John Toepfer	Kelly Applegate & Larry Leonard - Purple Martin Working Froup	Beth Woodswalker Walters	Ed Picht	Stefanie Bergh	Gretchen Mehmel
2010	Margaret Anderson	Shell Rock River Watershed District	Sheila Carleton	Charles Melvinn III	none	Jodie Provost
2011	Doug Zentner	Adela & Jim Elwell - Headwaters Science Center	Adam Kleinschmidt	Tyler Quandt	Ariane Waldstein	Jeanine Vorland
2012	David E Anderson	Lessard-Sams Outdoor Heritage Council (LSOHC)	Kyle Daly	Scott Fritz	Jennifere Dubay (undergrad) Robert Dunlap (Graduate)	Martha Minchak
2013	Ray Norrgard	Sally Hausken	Tom Strack	Dave Olsen	Matt Toenies (Undergraduate)	Lori Schmidt
2014	David C. Pauly	Fergus Falls Fish and Game Club		Don Bozovsky	Bill Severud (graduate)	Karen Noyce
2015	Mark A. Hanson	Prairie Wetlands Learning Center	Lynda LaFond	Scott Pariseau	Michael Joyce (graduate)	Nicole Hansel-Welch

**Prior to 1981, awards were presented in year following recognition; since 1983, awards presented in year of recognition.

Appendix E. Past officers of Minnesota’s Student Chapters

University of Minnesota’s Twin Cities (UMTC), University of Minnesota, Crookston (UMC), St. Cloud State University (SCSU), Minnesota State University, Moorhead (MSUM), Bemidji State University (BSU), Central Lakes College (CLC). Years indicate the beginning of the academic year (i.e., year 2000 is Fall 2000 - Spring 2001).

Anyone with information to aid in filling this table is encouraged to contact the current student relations chair.

UMTC	President	Vice President	Secretary	Treasurer	Advisor
2000	Matthew E. Scott	Stefanie Friedrichs	Tessa Diedrich	Jennifer Sieracki	George Spangler
2001	Chad Nordstrom	Tessa Diedrich	Eleonore Wesslerle	Carrie Nelson	George Spangler
2002					
2003					
2004					
2005					
2006					
2007					
2008	Erika Guenther	Devin Tunseth			
2009					
2010					
2011					
2012					
2013	Roberta Ryan	Faith Kelly	Sophia Crosby	Alex Halverson	James Forrester
2014	Beth Rasmussen	Breeka Li Goodlander-Smith	Michael Wethington	Gabby Barnas	Mark Hove James Forrester
2015	Gabby Barnas	Ryan Keenan	Amanda Zak	Jessica Colbaugh	Mark Hove James Forrester
UMC	President	Vice President	Secretary	Treasurer	Advisor
2000	Emily Spinler	Adam Woltjer	Jenny Linder	Kara Clancy	John Loegering
2001	Emily Spinler / Dan Oberg	Dan Oberg / Nico Bennett:	Jenny Linder	Kara Clancy/ Ryan M. Gilbertson	John Loegering
2002	Dan Oberg	Nicol Bennett	Jenny Linder	Ryan M. Gilbertson	John Loegering
2003	Shawna L. Campbell / Jessica A. Larson	Stephanie M. Powell	Jessica A. Larson / Sara Schwerin	Ryan M. Gilbertson	John Loegering
2004	Russell Kleinschmidt	Stephanie M. Powell	Sara Schwerin	Chris Alford	John Loegering
2005	Nathanial G. Emery / Sara Schwerin	Sara Schwerin / Larisa Skujins	Trenton Haffley	Mary Jo Geldert	John Loegering
2006	Trenton Haffley	Micah Meyers	Larisa Skujins/Alisha Maves	Holly Sandberg	John Loegering
2007	Luke Anderson / Jessica Holmes	Kristin Fritz	Jessica Holmes / Andrew Carrlson	Holly Sandberg	John Loegering
2008	Chris Waltz	Holly Sandberg	Andrew Carrlson	Melissa K. Mackedanz	John Loegering
2009	Jaime Mills	Lisa Gentle	Tammy Johnson	Adam Kleinschmidt	John Loegering
2010	Sean Johnson	Tim Knudson	Austin Link	Adam Kleinschmidt	John Loegering
2011					John Loegering
2012					John Loegering

2013					John Loegering
2014	Alisha Moslof	Jacob Nelson	Jake Arvidson	Renee Tomala	John Loegering
2015					John Loegering
SCSU	President	Vice President	Secretary	Treasurer	Advisor
2000	Melissa Olson				William Faber
2001					William Faber
2002	Andrew Frechette				Marco Restani
2003					Marco Restani
2004					Marco Restani
2005					Marco Restani
2006	Josh Melhorn				Marco Restani
2007	Matt Rose	Cory Napolitan	Lucas Wandrie	Melinda McGowan	Marco Restani
2008	Erin Lazorik	Ben Anderson	Lauren Michelsen	Melinda McGowan	Marco Restani
MSUM	President	Vice President	Secretary	Treasurer	Advisor
2014	James Kawlewski	Janna Gilbertson	Ashley Eder	Kate McMahan	Donna Stockram
2015					Donna Stockram
BSU	President	Vice President	Secretary	Treasurer	Advisor
2014	Lynda LaFond	Ellie Dittes	Breanna Wagner	Skyler Vold	Brian Hiller
2015					Brian Hiller
CLC	President	Vice President	Secretary	Treasurer	Advisor
2014	Eli Ploof	John Sipe	Adam Maleski	John Brezinka	William Faber
2015	John Brezinka	Owen Scherping	Hagen Gamradt	Tyler Mick	William Faber