

**Colorado Chapter of The Wildlife Society**  
**December Board Meeting**  
**11 December 2019**  
**Conference Call**

Present: Jesse McCarty, Nathan Galloway, Marcella Tarantino, Pat Magee, Aran Johnson, Nate Seward, Matt Rustand, Emily Latta, Andrew Don Carlos, Mark Fletcher

1. Secretary's Report: November Minutes – Mark
  - a. **Pat motions to approve meeting minutes with revisions. Nathan seconds the motion. The board votes and the minutes are accepted (9-0-0).**
2. Treasurers Report (as of December 3, 2019)– Nate
  - a. Checking: \$9,326.77
  - b. Savings: \$508.83
  - c. Money Market: \$35,711.06
  - d. Edward Jones Investments: \$47,559.96
  - e. Total: \$93,160.62
3. December Newsletter – Aran
  - a. Aran has received everything for the December newsletter. The materials have been sent off to be published.
4. 2020 CCTWS Board Elections – Nathan
  - a. Current Board members – if you would like to step down from your position, please contact Nathan.
  - b. April and Aran will be stepping down after the annual meeting. There has not been confirmation on if Kendra Cross would like to continue her board position.
  - c. Nathan has found three volunteers to fill board positions in 2020.
  - d. Marcella will be running for Southwest Representative.
  - e. We are still in need of a candidate for President Elect. Previous experience serving on the CCTWS board is very valuable for this position. Current board members are encouraged to volunteer.
  - f. There is some discussion on whether there should be a vote for all positions or just open positions. There is general agreement that we should hold elections for all positions. Nathan will set up a survey/election for 2020 CCTWS board positions.
5. Jim Olterman Plaque – Pat
  - a. Kathy Griffin is looking for the board's input on the Jim Olterman plaque. She has gotten a quote for \$4,600 for a granite bench. This includes delivery and installation. Kathy is meeting with CPW to determine a good location for the plaque.
  - b. The money for the plaque would have to come from CCTWS reserve funds.
  - c. In June of 2019, the board decided that a quality product should be the focus of the plaque. The board voted unanimously to pull funds from the CCTWS reserve funds for the plaque. An exact budget was not determined at the time, but Kathy's research had indicated that memorial plaques can range from \$50 to \$4000.
  - d. The board needs to decide if \$4,600 is acceptable or if we should look into other options.
6. Membership Database Software
  - a. Kourtney King is the new Membership Coordinator Chair.
  - b. Kourtney, Pat, and Marcella formed a subcommittee to address the need for purchasing membership database software. They compared the features and prices of several

brands of membership database software. Wild Apricot (\$90-100/month) and Member Planet (\$50/month) were the top competitors. Both companies offer the features that that CCTWS will require.

- c. There is some discussion on whether this is an acceptable cost. There has not been a membership cost increase in a very long time. A small increase in membership dues could completely fund the membership database.
  - d. **Pat motions to increase the CCTWS membership dues from \$15 to \$20, effective April 1<sup>st</sup>, for the purpose of funding membership database software. Nathan seconds the motion. The board votes unanimously to approve the motion.**
  - e. Mark will follow up and make sure this change is announced in the spring newsletter.
  - f. Nate will contact the appropriate people to make this change.
  - g. The subcommittee will select a software provider and present it at the January meeting.
7. Annual Meeting
- a. Workshops
    - i. The planning for the workshops has been wrapped up.
  - b. Plenary Session
    - i. The plenary is missing one speaker.
    - ii. Michael Crawford from LOTEK will be presenting on telemetry.
    - iii. Dr. George Wittemyer of Colorado State University will be presenting on Collar-Based Biologging.
  - c. Meeting Agenda
    - i. Mark will work on updating the agenda and will reach out to the organizers if he is missing information for their section.
  - d. Sponsors
    - i. Nate has reached out to Vectronics for sponsorship. They are interested but will not be able to commit until next year.
    - ii. Andrew is working on a beer sponsor for the networking social and banquet.
  - e. Student Networking Breakfast
    - i. The CSU student chapter is looking into locations and food donations.
    - ii. 30-40 students have committed to the event.
    - iii. Nathan will ask Katie Grey to put together an announcement to send out to the Student Chapter Liaisons.
  - f. Networking Social
    - i. A room at the stadium would cost \$1,000. This does not include food.
    - ii. There is some discussion on the location for the event. There is a general consensus that an on-site location (the Fort Collins Hilton) would be more cost effective and have a higher turnout.
    - iii. Last year food costs for the networking social were \$4,930
    - iv. Andrew and Nathan will look into having the networking reception on-site.
  - g. IGNITE, Posters, Oral Presentations
    - i. Marcella has received 1 IGNITE presentation (needs 6-8), 4 Posters, and 3 oral presentations (needs 10)
  - h. Jesse will prepare an annual meeting announcement to send out to members. Jesse plans to send out the email twice in December and another in mid-January. Mark will send a reminder to Jesse for this email. The announcement will include:
    - i. The meeting agenda
    - ii. Encouragement/requests for the photo contest, ignite presentations, poster submissions, and oral presentations

- iii. Request for professionals for the student networking breakfast
  - iv. Request for award nominations
  - v. Encouragement to register for the annual meeting. Early bird registration ends December 20.
  - vi. Encouragement to book a hotel room. The deadline to reserve a room in the CCTWS block is January 15.
  - vii. Announcement for an opening for the President Elect board position
8. Student Chapter Funding
- a. Jesse has received a request for funding from each student chapter. Western requested \$1,200 and CSU and CSU Pueblo did not specify an amount.
  - b. In the future we should encourage the student chapters to specify an amount when requesting funding.
  - c. Last year, CSU Pueblo was not able to accept funding from CCTWS. April will follow up to see if this issue has been resolved.
  - d. Nate will draft checks for Western and CSU and possibly CSU Pueblo.
9. Summary of action items from the November meeting
- a. Nathan - set up a survey/election for 2020 CCTWS board positions. (item 4-f)
  - b. Mark - follow up and make sure the change to membership dues is announced in the spring newsletter. (item 6-e)
  - c. Nate - contact the appropriate people to make the change in membership dues. (item 6-f)
  - d. Membership software subcommittee - select a software provider and present it at the January meeting. (item 6-g)
  - e. Mark - work on updating the agenda. (item 7-c)
  - f. Andrew and Nathan - look into having the networking reception on-site. (item 7-f)
  - g. Jesse- prepare an annual meeting announcement to send out to members. Send out the email twice in December and another in mid-January. (item 7-h)
  - h. Mark - send a reminder to Jesse for this email. (item 7-h)
  - i. April - Follow up with CSU Pueblo to see if they can accept funding. (item 8-c)
  - j. Nate - draft checks for Western and CSU and possibly CSU Pueblo. (item 8-d)

**Next Meeting – Wednesday, January 8<sup>th</sup>, 2020**

**9 am conference call**