

Colorado Chapter of The Wildlife Society
Monthly Board Meeting
Thursday March 7, 2024
Conference Call

Board Members Present: Robin Russell, Casey Setash, Nate Jones, Kathy Griffin, Courtney King, Adam Behney, Emily McCall, Marcella Tarantino, Mark Fletcher
Guests: Becky Burink

1. Treasurer's Report: February 10 – March 8, 2024
 - a. Expenses
 - i. Incurred a \$20/month bank fee from Bank of the West for our business account
 - ii. Incurred a \$50/month MemberPlanet fee
 - iii. \$731 for t-shirts for annual meeting
 - iv. \$2000 for annual meeting venue
 - v. \$200 cash withdraw for making change at annual meeting
 - b. Income
 - i. \$2,792.91 transfer from paypal
 1. \$750 Lotek sponsorship
 2. \$500 Burns & McDonnell Environmental
 3. Membership renewals
 - ii. \$0.39 from Square to test credit card reader
 - iii. \$770.00 Annual meeting t-shirt sales
 - c. Balances
 - i. As of February 8, 2023
 1. Checking account: \$14,828.22
 2. Reserve Fund Money Market: \$33,238.04
 3. Savings Account: \$505.83
 4. PayPal Account: \$0
 5. CCTWS Target Reserve for 2022: \$37,947.17 (Reserve Fund and Savings account)
2. Secretary's Report
 - a. Mark was not able to attend the January meeting or the post conference meeting in February and there will not be minutes for these months.
 - b. Mark has recruited Becky Burink to fill in when he is not available.
3. 2024 Annual Meeting
 - a. Went well. Profit was about \$12,000
4. Newsletter
 - a. Robin has proposed that we change the newsletter schedule to two per year. Jonse seconds the motion. The Motion passes (8-0-0).
 - b. Robin will check bylaws to make sure this is allowed.
5. Elections
 - a. We have a vacant position on the board – Northeast Representative.
 - i. Robin may know someone who is interested. Do we need an election?
 1. Nate has checked the bylaws and Robin can appoint persons to empty positions.
 - b. Sara is stepping down as the social media lead and we need a volunteer.
6. 2025 Annual Meeting

- a. We are considering having a joint meeting with Wyoming.
- b. There is no venue big enough in Wyoming so it will still be held in Fort Collins.
- c. WY generally has about 200 people at meetings.
- d. We will plan for this meeting to have 350-400 people.

**Next Meeting – TBD
Conference Call**

**Colorado Chapter of the Wildlife Society Board Meeting
April 1, 2024**

Attendees: Robin Russell, Kathy Griffin, Adam Behney, Casey Setash, Mary Hiney, Erik Rathmann, Marcella Tarantino, Courtney King, Becky Burink, Jack Grider

Start 12:35pm

1. April Treasurer's report
 - a. Monthly report recap (available in email)
 - b. Balances: \$24k in checking, \$39k in reserve fund money market, \$500 in savings, \$64k in Olterman scholarship investment account
 - c. Wix issue with one registered attendee—fraud charge
 - d. Robin suggests adding a cancellation and refund policy
2. 2024-2025 Annual Budget
 - a. Another profitable year!
 - b. Carry over of \$24.5k
 - i. Kathy suggests reserving some of this profit because annual meetings in Fort Collins are usually very expensive
 - c. Reserve account shortfall of \$362
 - d. Still "owe" Olterman scholarship account \$3,918.30
 - e. Ideas on how to provide additional support to members?
 - f. Can we reduce budget lines/categories?
 - i. Remove several lines within the budget that are represented elsewhere within the budget or not regularly occurring expenses
 - g. No small grants awarded last year because there were no applicants
 - i. Include in newsletter and social media
 - h. Changes to annual budget
 - i. Increases to student chapter support and travel grants
 - i. Kathy moves to make Adam's suggested changes and accept the budget
 - j. Mary Hiney seconded the motion, motion carried
3. 2025 Annual meeting
 - a. Yes or no for Wyoming?
 - b. Next step is to get a working group together to plan for dates for joint meeting
 - i. May need to wait for future meeting to do official vote on including WY
 - ii. Will proceed with working group to try to find dates, IF we can find dates that work, will vote at May meeting on whether to do joint meeting or not
4. July board meeting

- a. July 8 and 12 work best for the most amount of people (Monday and a Friday)
 - b. Decide on Monday, July 8
 - c. Robin suggests Dillon, CO
 - d. 4- or 8-hour meeting? Need to decide
- 5. Annual meeting feedback
 - a. Overall positive, some negative feedback on menu items
 - b. Need better process to address agenda changes
 - c. Concern about the t-shirts sizing issues. Mens vs womens sizing. Quality control?
 - d. Auction—better large items to include in auction. We also need to find someone who is willing/able to do the live auctioneering
- 6. Website
 - a. Robin is starting a working group (currently Robin and Courtney) to decide what we want to do with the site. Google, wordpress, TWS, etc. Call for volunteers for this!
- 7. Student chapter outings and opportunities
 - a. Waivers?

**Colorado Chapter of The Wildlife Society
Monthly Board Meeting
Thursday May 6, 2024
Conference Call**

Board Members Present: Robin Russell, Nate Jones, Kathy Griffin, Emily McCall, Mary Hiney, Jack Grider, Erin Bailey, Mark Fletcher

- 1. Treasurer's Report: April 1 – May 5, 2024
 - a. Expenses
 - i. \$274.25 Wix payment for annual meeting registration refund
 - b. Income
 - i. \$1,044.16 Dues
 - ii. \$32.21 Interest income
 - c. Transfers approved at April board meeting
 - i. \$362.55 from checking to reserve money market account to meet reserve goal
 - ii. \$2,918.30 from checking to Olterman investment account to repay owed funds
 - d. Account balances
 - i. Checking account: \$21,483.78
 - ii. Reserve fund money market: \$39,512.45 (goal: \$39,480.24)
 - iii. Savings account: \$502.86
 - iv. Olterman scholarship investment account (Edward Jones): \$65,958.49
- 2. Secretary's Report
 - a. Mark recently sent out the minutes for the March and April meetings and will get a vote via email to accept them.
 - b. When the website updated, meeting minutes were lost back to October 2021. Mark has backups and will consolidate them together by year for easy uploading onto the website.
- 3. In-person Meeting
 - a. The in-person board meeting will be held Monday, July 8.
- 4. 2025 Annual Meeting

- a. Wyoming usually has about 200 people attend their meeting, so this could be a big one.
 - b. If anyone has ideas for a venue please contact Robin.
- 5. Website
 - a. Jack, Courtney, and Robin met to discuss the website and decided to build our own website via Word Press.
 - b. Some of our awards seem outdated and we may want to think about consolidating.
 - i. Blunderbuss Award – we will ask membership at the annual meeting if they would like to continue this award.
 - c. The donations page is for the Jim Olterman Memorial Bench. This project is complete and the page can be removed.
- 6. Committees
 - a. This is an important position and we need to find a chair person.
- 7. Gmail Account
 - a. No one is able to access this account. Mark thinks Matt Rustand was the keeper of this account and will try to follow up with him.

Next Meeting – June 3, 2024
12:30 PM
Conference Call

Colorado Chapter of The Wildlife Society
Monthly Board Meeting
Thursday June 3, 2024
Conference Call

Board Members Present: Robin Russell, Nate Jones, Casey Setash, Adam Behney, Emily McCall, Courtney King, Emily Latta, Marcella Tarantino, Mary Hiney, Mark Fletcher

Guests: Pat Magee, Mindy Rice, Becky Glaister

- 1. Treasurer's Report: May 6 – June 2, 2024
 - a. Expenses
 - i. None
 - b. Income
 - i. \$33.32 Interest income
 - c. Account Balances
 - i. Checking account: \$21,535.88
 - ii. Reserve fund money market: \$39,545.76 (goal: \$39,480.24)
 - iii. Savings account: \$502.87
 - iv. Olterman scholarship investment account (Edward Jones): \$66,778.87
- 2. Secretary's Report
 - a. Mark will ask for an online vote to accept the minutes for March, April, May, and June so the first half of 2024 minutes can be uploaded to the website.
 - b. Robin has the missing minutes compiled for upload to the new website.
- 3. IDEA Committee – Pat Magee
 - a. The last IDEA event was held at the annual meeting. The committee expects to hold another at the upcoming meeting.

- b. Pat is looking for someone to replace him as the chair for the committee, but will finish out the year. Courtney may take Pat's place.
- 4. Jim Olterman Investment Fund
 - a. Pat is going to step away from his position as liaison. Adam will step into Pat's role.
 - b. The original investment coordinator has moved on and the board will need to decide if it wants to find a new investor.
 - c. Since the original investment, the fund has done well, gaining about \$8000. This is approximately 4.5% per year.
- 5. In-person Meeting
 - a. The in-person board meeting will be held Monday, July 8. At the Dillon Ranger Station:
680 Blue River Pkwy
Suite F
Silverthorne, CO 80498
- 6. 2025 Annual Meeting
 - a. Theme
 - i. Courtney has suggested a meeting theme of Fire and Ice, a climate change-based theme.
 - ii. Feedback from Wyoming has been generally good on the theme.
 - b. Dates
 - i. The board is trying to decide between the last week in February, first week in March, or the first week in April.
 - ii. There is concern that April will overlap field season and March will overlap spring break.
 - c. Workshops
 - i. We will be strongly encouraging workshop organizers to submit a proposal to the board for approval.
- 7. Website
 - a. Courtney is working on PayPal links for member registration on the website and should have a solution.
 - b. Wyoming will be handling registration, the meeting page, and the agenda.
 - c. Robin is working on lists of past officers and award winners.
 - d. Robin has asked the board to review the website and give feedback on improvements, missing items, etc. but has not received any feedback.
- 8. Committees
 - a. Membership Liaison
 - i. Courtney is looking for someone to take over this position. Courtney can still be involved but is the only person on the committee.
 - ii. This position involves planning membership events and professional development opportunities.
 - iii. If no one steps up, the board may choose to dissolve this committee.
- 9. CMPS Liaison
 - a. CMPS is proposing changes to its bylaws that will standardize this roll. These changes will set the position term to two years and will require the state chapter to hold an election for the position. Mindy has reviewed and didn't see any red flags. The proposal will also be reviewed by TWS. Mindy will prepare an announcement for the next newsletter.

Next Meeting – July 8, 2024

9:30 AM
Dillon Ranger Station

CCTWS August Board Meeting
August 5, 2024

Attendees: Casey Setash, Robin Russell, Adam Behney, Jack Grider, Courtney King, Becky Burink, Nate Jones, Marcella Tarantino, Cameron Sanders, Erin Bailey, Mary Hiney

12:30pm-1:10pm

Meeting minutes

1. Reminder for Mark to send meeting minutes for approval
2. July 8 – August 4, 2024 CCTWS Treasurer's Report
 - a. Expenses
 - i. \$184.10 Annual in-person board meeting lunch
 - ii. \$5,000 Hilton deposit for annual meeting (not yet withdrawn)
 - b. Income
 - i. \$27.97 Dues
 - ii. \$33.38 Interest income
 - c. Account balances
 - i. Checking account: \$21,976.78 (\$27.97 dues deposit from PayPal in progress)
 - ii. Reserve fund money market: \$39,611.40 (goal: \$39,480.24)
 - iii. Savings account: \$502.88
 - iv. Olterman scholarship investment account (Edward Jones): \$68,143.03
3. Annual meeting planning
 - a. Website has been updated with links to WY chapter website
 - b. Need to determine registration fee structure to include WY's different categories
 - c. Should we have a Wix membership for registration again? Other options: Google website for non-profit organizations (UT), Squarespace (WY)
 - i. Potential for using a joint website with WY, need to follow up to ask
 - ii. May also use Wix again for ease of use
 - d. Where to source posterboards
 - i. CSU does not allow for them to be borrowed off campus
 - ii. Potential to use ones from last year
 - iii. Purchase new ones?
 - iv. Potential to borrow from venue
 - e. Jack has a question about our tax identification number for having breweries make donations
 - i. New Belgium will only donate cans/bottles, no kegs
 - ii. Jack is following up on donation with venue's policies
 - f. Robin suggests we send out save the date email/call for abstracts and workshops
 - i. Deadline will be around December
 - ii. Call for nominations for awards
 - iii. Call for photos for contest

- iv. Include poll for workshop topic ideas
- 4. Newsletter
 - a. Next newsletter will be September/October
 - i. Include nominations/elections
 - ii. Recruit for committees that need people
 - b. Reduced number of awards, will wait for feedback from newsletter
- 5. Restructure committees so they can be consolidated/voted on
 - a. List of committees that are consolidated or split was distributed via email

CCTWS September Board Meeting
Monday, September 9, 2024, 12:30-1:30

Attendees: Robin Russel, Emily Latta, Jack Grider, Casey Setash, Adam Behney, Kathy Griffin, Marcella Tarantino, Mary Hiney, Mindy Rice, Courtney King, Becky Burink, Emily McCall

Minutes:

1. Treasurer's Report – August 5 – September 8, 2024
 - a. Expenses
 - i. \$1,500 Olterman award check (potential fraud, check was cashed in February, I'm working with the bank to get this fixed)
 - b. Income
 - i. \$33.40 Interest income
 - c. Account balances
 - i. Checking account: \$15,513.91
 - ii. Reserve fund money market: \$39,644.80 (goal: \$39,480.24)
 - iii. Savings account: \$502.88
 - iv. Olterman scholarship investment account (Edward Jones): \$69,194.61
2. Annual meeting planning
 - a. Potential workshop: SWAP workshop
 - b. Proposals due next month, include equipment needed, number of attendees, etc.
 - c. Going to reach out to NABat or Donald S. for sound recording ID workshop.
 - i. Idea: panel including people who have used sound recording for different species (birds, bats, frogs)
 1. Jenny Nearing with Wetland Dynamics in the San Luis Valley does sound analysis for birds
 2. Casey Setash also doing work with birds, already busy with other meeting planning things
 3. Mary Hiney will reach out to another bird researcher
 - d. WY wants to have separate registration sites, so we will need to coordinate and make sure all registration options are the same across sites.
 - i. T-shirts: will probably stay with same company because the last few years have turned out well.
 - e. When Casey meets with Hilton, she will ask if they can separate the hotel costs

- f. IDEA committee planning on a 2-hour session on Indigenous climate change issues with Gemara Gifford and Serra Hoagland
 - i. “2-hour plenary on environmental and climate justice from an Indigenous and BIPOC lens, as a multicultural scholar within the wildlife field, and a background in community-led conservation”
 - ii. \$1,000 honorarium for Gemara
 - g. Need more people for a climate-focused plenary
 - i. Potentially reach out to CPW’s new climate coordinator
- 3. Fall newsletter
 - a. Open board position, need to recruit committee chairs, student chapter updates, committee change (consolidating three committees to one/restructure) to be voted on by members, annual meeting save the date, scholarships, small grant applications, consider extension to travel grant application deadline.
 - i. Kathy and Adam will review single travel grant application

NO OCTOBER MEETING MINUTES

Colorado Chapter of The Wildlife Society Monthly Board Meeting Monday November 4, 2024 Conference Call

Board Members Present: Robin Russell, Casey Setash, Adam Behney, Courtney King, Kathy Griffin, Mary Hiney, Jack Grider, Mark Fletcher

Guests: Mindy Rice, Adele Reinking

1. Treasurer's Report: October 6 – November 3, 2024
 - a. Expenses
 - i. \$25 CO Secretary of State Renewal
 - b. Income
 - i. \$33.46 Interest income
 - ii. \$544.16 Membership dues
 - c. Account balances
 - i. Checking account: \$16,533.12
 - ii. Reserve fund money market: \$39,710.60 (goal: \$39,480.24)
 - iii. Savings account: \$502.89
 - iv. Olterman scholarship investment account (Edward Jones): \$69,849.50
2. Secretary's Report
 - a. Mark has compiled all 2024 minutes to be published on the website website.
 - b. We are looking for any October notes to be used for create minutes.
3. Student Chapter Funding Deadlines
 - a. The board has decided to extend the deadline. Casey will send an email to the student chapters.
4. Annual Meeting
 - a. Keynote Speaker Travel
 - i. This will cost about \$1000 and there is also a speaker fee. Robin and Casey will talk to the WY chapter about splitting costs.
 - ii. This will be the only speaker who needs travel funding.
 - b. Workshops
 - i. We have lots of proposals for workshops.
 - ii. Robin and Casey are talking to WY about fees.
 - c. Sponsors/Auction Items/Donors
 - i. Meeting Beverages
 1. Jack has not had luck in securing a sponsor. New Belgium has said no. Jack will start reaching out to smaller venues.
 - ii. Sponsors
 1. Kathy and Adam are looking into having CPW as a sponsor.
 - iii. Volunteer Spreadsheet
 1. Robin is putting together a spreadsheet where board members can sign up to volunteer for duties at the annual meeting.
 2. We need someone to run the photo contest.
 - iv. Registration
 1. Courtney is looking into aligning WY and CO websites.
 - v. MC for Banquet
 1. Mindy is available if we need an MC.
 2. Robin will start off leading the meeting and leadership will transfer during the business meeting. Casey will close the meeting.

vi. Elections

1. Adele Reinking is interested in the President Elect position.
2. We will still have openings for Southwest Representative and one At-Large position.
 - a. Robin has someone interested in running for one of these positions.
3. There are also lots of committee chair positions open including IDEA and Student and Professional Development.
 - a. There also used to be a Chapter Historian position that kept track of chapter photos, equipment, and historic documents.
 - i. The chapter needs to figure out how to store physical items or restart this committee.
 - ii. Mindy will take this to the section leads for advice.
4. We should have a call for volunteers for the board and committees at the annual meeting.

vii. Meeting T-Shirts

1. Casey is coordinating with WY on what t-shirts they want for the meeting.

Next Meeting – December 2, 2024

12:30 PM

Conference Call

Colorado Chapter of The Wildlife Society
Monthly Board Meeting
Monday December 2, 2024
Conference Call

Board Members Present: Robin Russell, Casey Setash, Nate Jones, Adam Behney, Courtney King, Kathy Griffen, Erin Bailey, Jack Grider, Mark Fletcher

Guests: Mindy Rice

1. Treasurer's Report November 4 – December 1, 2024
 - a. Expenses
 - i. \$367.21 Airfare for speaker at annual meeting
 - b. Income
 - i. \$32.40 Interest income
 - ii. \$42.94 Membership dues
 - iii. \$1,696.69 Annual meeting sponsorship
 - c. Account balances
 - i. Checking account: \$16,533.12
 - ii. Reserve fund money market: \$39,710.60 (goal: \$39,480.24)
 - iii. Savings account: \$502.89
 - iv. Olterman scholarship investment account (Edward Jones): \$71,882.30
5. Secretary's Report
 - a. No comments or edits to the November minutes.
6. Membership Mailing List
 - a. Adam is giving a grace period of six months for members with expired memberships to continue to receive emails from the chapter.
 - b. Adam will look into a schedule to send out reminders for membership renewal.
7. Elections
 - a. Jack has decided to run for President Elect!
8. Annual Meeting
 - a. Call for Abstracts
 - i. Submissions are due December 15.
 - ii. Courtney will send out a fresh reminder soon.
 - iii. Casey is looking for 2-3 reviewers.
 - b. Registration
 - i. There will be an option to pay for meeting registration and renew membership concurrently.
 - ii. This will cost \$15 more than a normal registration, a savings of \$5 on membership.
 - c. Menu
 - i. Food and drink for the meeting is very expensive. Casey is working hard to minimize costs. Beverages will be available only during breaks rather than all day.
 - ii. Banquet numbers need to be in two weeks prior to the meeting date.
 - iii. WY prefers a buffet style banquet because it allows for better socialization/networking.
 1. The board is generally in favor of this as we are not planning to have a speaker during the banquet.
 2. This makes vegan options easier.
 - d. Sponsors
 - i. This is going to be a costly meeting and the board will need to work hard for sponsors.
 - ii. WY gets a lot of sponsors and private donors; however, sponsor money is not being split while meeting costs will be split evenly between chapters.

- iii. Jack is going to reach out to ski resorts to sponsor the meeting.
- iv. Jack has secured Odell's to donate beer in cans. They will deliver the beer and Jack is working to determine how much beer they will be donating.
- e. T-shirts, SWAG, Programs
 - i. WY is not interested in t-shirts, but CO wants to continue the tradition.
 - 1. They can be purchased on the registration page.
 - 2. Nate is working with the t-shirt company to develop a logo.
 - ii. WY wants to give out pint glasses
 - 1. The cost will be \$2500. Casey and Robin will continue discussions and evaluate if CO should participate.
 - iii. WY usually prints programs for the meeting and would like to continue.
 - 1. The cost is ~\$1000.
 - 2. Casey will continue conversations and evaluate if CO should participate.

Next Meeting – January 6, 2025

12:30 PM

Conference Call