

1/20/2010

ExCom meeting

Attendees: Mark Smith, Diana Sweet, Kathy Foster, Ann Widmer, Sarah Laske, Travis Neebling, Greg Anderson, Paul Gerrity, Bobby Compton, Michelle McGree, Will Stacy, Rick Henderson, Steve Gale

Approval of previous meeting minutes: Approval over e-mail with edits.

Treasurer Update: Changes from last meeting: \$1000 donation from BLM, \$175 deposit to railroad depot for the student social, and 2 more student memberships at \$20 each.

Registration: How do we access the information online, specifically name-tags, lists of participants, banquet information, and printed receipts. Diana Sweet will get with Kevin Gelwicks to get this information. Registration will start at 5:00pm on Monday. Will need cash (\$300) for the desk. Diana Sweet will make sure printer is working, make name tags, etc. Dirk Miller is updating the registration database.

Meeting arrangements: Will be meeting with the hotel this week to finalize arrangements.

Continuing Education: Set to start at 11:00 on Monday. Wayne Hubert is working on course material, doesn't think we need handouts. Will not be stopping for lunch, so bring a snack, there is a catered break in the afternoon. We should give a "thanks" to Wayne (gift certificate?) for putting on the continuing education class. Bobby Compton will put together a proposal for a gift and submit it to the ExCom.

Annual Meeting Fundraising: BLM is donating \$1000 from each state office of BLM totaling a \$2000 donation. Each state office gets 2 free registrations with their donation. Forest Service is still up in the air. Dave Winters thinks that he can contribute \$500 of in-kind. BOR may be contacted for more funding.

Mentoring: Catherine Willard is leaving Wyoming, we need to find a mentor committee chair replacement. Bobby Compton will take the lead for now. The award will still be presented at the annual meeting. Committee would like to post educational materials on the website (solicit experts from the chapter to put together these materials). Would like to have a job/volunteer board on the website also, Idaho has a similar posting, that allows information exchange between mentors and mentorees. Is there money available for Mark Coleman to work on these things? A proposal needs to be brought to the members at the meeting to pay Mark for his work. People are optimistic about the idea of the mentoring program, but there is some concern that folks will not participate and take advantage of the program. Michelle McGree volunteered to help on this committee.

Membership: The membership committee is trying to increase membership services and put things on the website that members might be interested in (may start a chapter blog). All 4 student memberships that were approved have been given out, but we will continue giving out student memberships as we

receive nominations. Ann Widmer will bump up the number of student gift memberships from 4 to 6 in FY11.

Newsletter: Committee thanks everyone for getting everything in on time. This year was the best year for getting things out. Want leave the meeting minutes out of the newsletter. The only meeting minutes that have to be published are the annual meeting minutes. Instead of including ExCom meeting minutes in the newsletter, a notice will be included that says the minutes are available on the website. Printed copies still need to go to the chapter archivist. Everything that is sent to Kevin Gelwicks to be put on the website needs to be copied to Greg Anderson (chapter archivist) to be archived.

Nominating and voting: Diana Sweet and Steve Gale will send an e-mail reminder out to vote for upcoming secretary/treasurer. A written ballot box will also be provided at the registration desk to allow for anonymous voting.

Program: One abstract has been received so far, which is on par with last year. Wayne Hubert will talk Tuesday afternoon about his experiences in the fisheries world. Several previous Wayne students will be talking that afternoon also. "Sharing experiences" section seems to be coming together with several speakers lined up. The deadline for early registration is wrong on the website. Steve Gale will get with Kevin Gelwicks to change this.

AV Committee/Volunteer: Volunteer schedule and sign-up forms have been sent to student-subunits, and should be sent back to Paul Gerrity by Feb 5th. Sixty hours of student volunteer time is available. We will provide reimbursement of \$35 for every 4 hours worked, which allows complete student early registration reimbursement for 8 hours of volunteer time. Volunteer positions may be open to young professionals if not filled by students. Diana Sweet needs to look for slide advancers in the secretary/treasurer box (talk to Paul about the status of this). Rick Henderson will bring the laser pointers to the annual meeting. All computers and projectors are good to go for the meeting. Looking for extension cords and power strips (about 5), contact Paul Gerrity if you have some available. Registration and awards will be printed from the printer that is housed with the secretary/treasurer. Diana Sweet will provide the computer for the registration desk.

Paper judging and gifts: Christina Barrineau has all the gifts and the award frames etc. ordered. No other chapter gives out awards for professional papers/posters. There was discussion over our chapter continuing this practice. The current score-sheets are only for technical talks, should we: 1) not judge professionals, 2) create a separate score-sheet for non-technical talks, or 3) go with status quo. Mark Smith will put together a response and the rest of the ExCom will comment.

Raffle: Dan Brauch is alone on the raffle committee currently and no raffle seed money has been solicited. Last year Dan just collected receipts and was reimbursed at the meeting. No one seems to know about the photo contest and raffle. Steve Gale will tag this information onto the e-mail about voting.

Student Liason: Student social will be at the Laramie Railroad Depot on Tuesday night. CSU is getting beer. UW is working on transportation, looking for food and beverages, and setting up entertainment.

Webpage: May want to increase the budget for the website in FY11 to allow for website updates without specific chapter approval. If errors are found on the website, let Kevin Gelwicks know.

Student subunit updates: UW undergrads are starting to get excited about AFS (should have 4-5 attend) and they will fill out the UW AFS volunteer form. If students can't fill the slots, young professionals can volunteer to get money off their registration costs. CSU students are also planning to attend and volunteer.

Chapter Archivist: Greg Anderson contacted scanner in Casper, reconfirmed dollar amount at \$1800, but will ask for full \$2000 at the business meeting to make sure there is enough to cover all expenses. Need to get the program and abstracts to the archivist even though they are not printed at the annual meeting.

New Business-

Endowments Funding Committee: Travis Neebling is taking over this committee. He will try to solicit donations for the scholarships at the Universities. Diana Sweet will look into where the endowment funds are sitting and get that information to Travis. At the annual meeting, we should talk about how much we want these endowments to grow and where we want to go with these funds (at what point do we have enough money or should be give more money/ more scholarships?). Travis will start soliciting for the commissioners tags right away. We also need to look into what we want to do with our WD investment fund.

Business Meeting Reminders: Quick reminder on what ExCom members need to have prepared at the annual business meeting.

Subunit taxes: Want student fiscal year to change to match the chapter fiscal year. Need to submit this in writing to the IRS. UW unit will meet with Matt Kondratieff to get all the information together.