

**OFFICIAL MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING
OF THE FLORIDA ORNITHOLOGICAL SOCIETY.**

October 26, 2007

CALL TO ORDER

The Spring 2007 meeting of the Board of Directors of the Florida Ornithological Society (FOS) was held Friday, October 26, 2007 at the Kenilworth Lodge in Sebring, Florida. President Jackson determined that a quorum was present at 2:05 PM and called the meeting to order. The following people attended the meeting or a portion of the meeting:

Jerry Jackson, President
Ann Hodgson, Vice President
Jim Cox, Secretary
Peter Merritt, Treasurer
Jack Hailman, Past-President
Judy Bryan, Director
Charlie Ewell, Director
David Freeland, Director
Joyce King, Director
Ann Paul, Director
Julie Wraithmell, Director

Todd Engstrom, Conservation Committee
Chair
Reed Noss, Special Publications Editor
Bill Pranty, Chair of Field Observations
Committee
David Stock, Finance Committee
Chairman
Reed Bowman, Local Committee
Wes Biggs
Dave Goodwin
Erik Huey
Dennis Gates

AGENDA

The agenda and meeting packet were mailed electronically to board members prior to the meeting. Treasurer Merritt moved that the agenda be approved. The motion was seconded and passed unanimously.

MINUTES OF PREVIOUS MEETINGS

The minutes of the Spring Board Meeting (April 27, 2007), Spring Business Meeting (April 28, 2007) and a Special Meeting of the Board (June 12, 2007) were distributed with the meeting packet prior to the meeting. No changes were suggested. Treasurer Merritt moved that the minutes be accepted. The motion was seconded and passed unanimously.

PRESIDENT'S REPORT

President Jackson provided a written report at the meeting. Specific actions taken since assuming office included appointment of John Murphy to the Records Committee and changing signatories on financial accounts.

President Jackson also spent time reviewing the history, structure, and operations of FOS. He listed four items that needed attention over the coming months. First, back issues of the *Florida Field Naturalist* (FFN) stored at Archbold Biological Station need to be distributed or recycled because they are taking up too much room. President Jackson recommended the back issues be made available to those attending the meeting and two complete sets be kept in perpetuity for scanning and other uses. The remaining copies would then be recycled or destroyed. Reed Bowman suggested additional copies could be kept without taking up too much space and agreed to retain upwards of a dozen complete sets. Reed Noss noted that storage of FOS special publications at the University of Central Florida also needed attention because of dwindling space.

Second, President Jackson hoped the effort to scan back issues of FFN and place the articles on the Internet could be completed within the next few months. Bill Pranty heads up this project and said he was scanning issues prior to volume 23 while Painter Publishing Company had PDF files for volumes 23 to present that FOS can purchase directly. Pranty reported that a small but significant error rate occurred when he converted scanned documents from PDF to formats that enabled greater searching capabilities. President Jackson expressed concerns about the error rate and asked whether enlarged versions of the originals might help. Pranty said this would add too much additional time to the process, and a simpler solution might be to provide unaltered scans of each article in PDF format without performing any translation. Vice President Hodgson and Secretary Cox noted that other journals offered articles in this format and the information was still very useful. Past-President Hailman noted that this was a major interest of the previous FOS Board and agreed that simple scans would get the information out. Treasurer Merritt added that this was the last task to be completed for a grant that FOS received from The Price-Campbell Foundation.

Third, President Jackson stressed the importance of resolving issues regarding the publication of the *Important Bird Areas* manuscript prepared by Bill Pranty. Publication has been stalled until issues regarding copyright, acknowledgements, and sales and distribution can be worked out with Audubon of Florida. Special Publications Editor Noss met recently with several FOS Directors familiar with the publication and said the group had developed a list of key issues that the Board could consider as part of his report (see Special Publications Report below).

Finally, President Jackson expressed gratitude for the enthusiasm and efficiency of FOS Committee Chairs and Directors.

VICE PRESIDENT'S REPORT

Vice President Ann Hodgson provided a written report prior to the meeting. Hodgson reported that 51 FOS members attended the spring meeting in Brunswick, GA. The Plantation Golf and Resort Spa in Crystal River (Citrus County) has been selected as site for the Spring Meeting of 2008 on April 12-14. The resort is a member of the *Green Hotels Association* and strives to conserve energy, water, and solid wastes. Room charges would be around \$85.00 with \$25.00 dinner rates. Field trip options include

Chassahowitzka National Wildlife Refuge, Lake Rousseau State Park, and Withlacoochee State Forest, among others. The fall 2008 meeting location has not been determined but likely will be a joint meeting of FOS, Audubon of Florida, and other wildlife and conservation organizations (see Conservation Committee report).

SECRETARY'S REPORT

Secretary Jim Cox submitted a written report listing the following accomplishments:

- 1) Updated the list of Board of Directors and committee members;
- 2) Updated e-mail addresses for FOS Committee members, Officers, and Directors;
- 3) Compiled minutes for the special June 12 meeting of the Board of Directors; and
- 4) Distributed the board packet for Fall 2007 meeting.

Jack Hailman said he had not received notices and asked to have his e-mail address checked. Cox said he would check as soon as he returned home.

TREASURER'S REPORT

Treasurer Peter Merritt submitted a written report prior to the meeting. Account balances as of October 3, 2007, were:

Account	Balance
Bank of America Business Checking Account	\$7,515.10
Bank of America Business Investment Account	\$400.52
Bank of America CD #42-072245-4, 3.83%, 11/06/07	\$11,860.34
Fidelity Brokerage Account	\$138,263.04
Paypal Membership Account	\$87.01
Total Assets	\$158,126.01

Compared to the balance of \$146,127.15 held on December 31, 2006, FOS assets have increased by 8.21% in the current calendar year. Treasurer Merritt transferred funds to the checking account to maintain appropriate balances. Transfers included:

- \$2,000 from the Bank of America Business Investment account on May 15, 2007;
- \$1,200 from the Bank of America Business Investment account on July 25, 2007;
- \$1,900 from the Bank PayPal account on July 23, 2007; and
- \$3,000 from the Fidelity Cash Reserves on September 7, 2007.

The balance in the checking account is relatively high because it includes \$2,915 of recent income from the Fall 2007 meeting.

Treasurer Merritt provided a budget analysis for 2007 and a proposed budget for 2008 (Appendix 1). The analysis showed a net income of \$10,462.74 in 2007 versus a

projected income of \$4,515.00; however, significant expenses remain for 2007, including Fall Meeting expenses (\$3,000), an educational grant (\$500), and newsletter printing (\$200). The proposed budget for 2008 (Appendix 1) was prepared using expenditures in 2007 and projects a net income of \$3,455. Treasurer Merritt noted the Records Committee requested funds in 2007 to photograph and archive reports. Expenses incurred by this Committee (\$1,133.12) exceeded those requested in 2007, so the proposed 2008 budget was raised to \$1,500 to match the trust costs of archiving records.

The Price-Campbell Foundation Grant has a balance of \$9,177.42. In 2005, the Board voted to develop PDF files of all articles appearing in the FFN through 2003. Bill Pranty reported that the cost of obtaining PDF files from Painter Publishing would be approximately \$3,100 and that his expenses for scanning articles not available through Painter would be \$5,380. Treasurer Merritt moved that the board cover Pranty's expenses. The motion was seconded and carried unanimously. Pranty was asked to provide an invoice at his earliest convenience.

Director Julie Wraithmell moved for approval of the budget proposed for 2008. The motion was seconded and carried unanimously.

Forty-two new members joined FOS in 2007, and this increase may be attributed to the Gift Membership program established in 2006. Treasurer Merritt noted that there were 20 renewals from the 87 gift memberships offered in 2006. These numbers show some improvement, but sluggish growth in membership continues to be a concern. Vice President Hodgson suggested professionals may not be as interested in organizations such as FOS that focus on single taxonomic groups versus conservation, management, or animal behavior. Director King noted that the membership committee is taking steps to increase membership, including outreach to Audubon of Florida, and hoped upward trends in new memberships will continue. Other suggestions regarding membership included:

- Advertising in Audubon of Florida newsletters and publications;
- Increased focus on young birders;
- Determine what FOS is not providing to its members and the birding community;
- Better outreach to biologists working for state and federal agencies;
- Developing electronic flyers to advertise meetings; and
- Using back issues of FFN and FOS Special Publications to entice new memberships.

Treasurer Merritt and Membership Chair Joyce King next discussed the possibility of reducing some of the responsibilities held by the Treasurer's position. Currently, the FOS Treasurer manages financial accounts, maintains the FOS membership list, and distributes publications, meeting notices, and newsletters. King noted that many not-for-profit organizations farm out membership responsibilities, and she said she would look into the commercial companies that handle these responsibilities. Treasurer Merritt and King said they would work together to provide details at an upcoming board meeting, and

President Jackson appointed Directors Julie Wraithmell and David Stock to work with King and Merritt to bring back recommendations.

Past-President Hailman next asked whether the FOS portfolio of accounts was being rebalanced on a six-month schedule. Treasurer Merritt reported that it had not been rebalanced precisely on a six-month schedule, but that he planned to rebalance accounts within the next two months.

Past-President Hailman moved to have all reports from the Board Directors accepted; the motion was seconded and carried unanimously.

EDITORS REPORTS

a. Florida Field Naturalist.

Editor Scott Robinson was not able to attend but submitted a written report prior to the meeting. He reported that issue 35(3) was being published and issue 35(4) had 3 accepted articles that were longer than usual. An additional three articles were in review. The submission rate has been rather modest with about one manuscript every three-to-four weeks.

Past-President Hailman noted that the previous FOS Board created the “Friends of FFN” to help encourage donations. To help promote the program, three new items were to be included in each issue: (1) an announcement of the existence and purpose of the “Friends of FFN”; (2) recognition of contributors made during the current volume; and (3) recognition on a scale such as \$0-50, \$50-200, or \$200+, perhaps giving each division an appropriate name. Some recent issues have had empty pages and no mention of the “Friends of FFN”. Treasurer Merritt suggested the concept had fallen through the cracks during the change in editorship but would work with Editor Robinson to make sure the information was posted properly in future issues.

b. Newsletter

Newsletter Editor Tom Palmer submitted a written report. He has published summer and fall issues and mailed the summer issue with distribution of FFN to save postage. Editor Palmer noted an increase in members asking to have the newsletter distributed via e-mail. Palmer asked if he should reduce the number hardcopies printed and distributed via regular mail. Treasurer Merritt reported there currently was no way to track those requesting e-mail vs. snail mail distributions. Secretary Cox also recommended that notices be sent to board members prior to preparation of each newsletter to help garner additional contributions.

President Jackson reported that a recent note in the newsletter describing the shooting of feral cats in Texas to protect birds had generated controversy. President Jackson said he believed no response was the best response to some of the notes he had received.

c. Special Publications

Special Publication Editor Reed Noss submitted a written report. Sales of publications continue at a modest rate with the most recent publication being the most popular. No new manuscripts have been submitted, and negotiations with Audubon of Florida regarding publication of Bill Pranty's *Important Bird Areas* (IBA) manuscript need to be finalized before additional work is undertaken on this manuscript.

Editor Noss suggested President Jackson meet with Audubon of Florida soon to help wrap up negotiations. Noss provided a table describing the responsibilities he believed might satisfy the interests of both groups (Appendix 2). The terms described were agreeable to the FOS Board, and President Jackson said he would work directly with Dave Anderson, President of Audubon of Florida, to iron out these issues. Past-President Hailman noted it was important to make sure the financial obligations incurred by FOS were adequately compensated; steps outline by Noss adequately addressed this issue. President Jackson said he would write a draft letter and circulate it to the Board prior to sending it to Audubon of Florida. Ann Paul recommended that the publication should include an acknowledgement paying tribute to two outstanding members of the Florida birding community: Rich Paul and Glen Woolfenden. The Board supported this recommendation strongly.

Editor Noss estimated an initial print run of 5,000-10,000 soft-bound copies for the IBA manuscript and noted that publication costs need to be reviewed by the Finance Committee. Audubon of Florida also would like to produce a CD containing maps. Bill Pranty noted the current maps need to be updated along with many of the web sites listed. Additional costs associated with these updates will be dealt with after negotiations with Audubon of Florida are completed.

d. Web Site

Editor Steve Bankert was not able to attend the meeting and did not submit a report. Board members noted that the web site is working well and is updated regularly. The Board commended Bankert for his efforts.

COMMITTEE REPORTS

a. Archives Committee

Chair Walter Taylor sent an email stating the committee had no activity during the past several months.

b. Bylaws Committee

Chair Dave Freeland submitted a short note saying there had been no activity during the past several months.

c. Conservation Committee

Chair Todd Engstrom submitted a written report. The Florida Fish and Wildlife Conservation Commission is supporting a new conservation effort modeled on the **North American Bird Conservation Initiative**. Engstrom is working with the Coordinating Council of this initiative to articulate the mission and to develop a charter for the program. One goal is to explore the possibility of FOS and Audubon of Florida hosting a *Florida Bird Conservation Congress* in conjunction with statewide meetings of both societies. The purpose of the Congress would be to (1) introduce the *Florida Bird Conservation Initiative*; (2) hold workshops on topics important to bird conservation (e.g., habitat conservation, research and monitoring needs, value of outreach); (3) elect representatives to the Coordinating Council; and (4) set goals for the initiative for the coming years.

State and federal agencies have agreed to provide some financial support for the meeting, and Chair Engstrom asked the FOS Board to entertain a formal proposal to co-host a meeting with Audubon of Florida. The Board agreed that this could be a very important event worthy of FOS support and encouraged Engstrom and the Conservation Committee to develop a proposal.

d. Editorial Advisory Board.

Chair Jim Kushlan did not provide a report and was not able to attend the meeting; no issues of immediate importance were known.

e. Field Observations Committee

Chair Bill Pranty submitted a written report. As of Fall 2006, the Field Observations Committee has published 67 consecutive quarterly bird reports in FFN. The Winter 2006–2007 report has been submitted to FFN Editor Scott Robinson, the Spring and Summer 2007 reports will be submitted to Robinson within the next two weeks, and the Fall 2007 report is being compiled.

f. Finance Committee

Chair David Stock submitted a written report. The Committee recommended that the Bank of America account be closed so that the funds could be transferred to the Fidelity Cash Account. The Bank of America account has a minimum balance and has levied \$85 in penalties when the balance slipped below the minimum. The Fidelity Cash Account has no minimum balance and pays interest on account balances. A CD with a balance of \$11,860.34 and earning 3.83% matures in November 2007. The Committee recommended that these funds be placed in the Fidelity Cash Account. Treasurer Merritt moved that these changes be made. The motion was seconded and carried unanimously.

The Finance Committee recommended a \$5 increase in annual membership. President Jackson noted that *FFN* was a high-quality publication compared to many other state organizations, so increases in membership fees would be a bargain and commensurate with the quality of the publication. Past-President Hailman noted that earlier boards had

moved to change membership fees but the policy appears not to have been implemented. After considerable discussion, the following proposed changes in membership fees were moved by Treasurer Merritt:

Student	\$15 (no change)
Regular	from \$20 to \$25
Family	from \$25 to \$30
Contributing	from \$40 to \$5
Institutional	from \$40 to \$45

The motion was seconded and passed unanimously.

Secretary Cox provided information on fees levied by other ornithological societies and reported that most organizations have a category of life membership that FOS currently lacks. President Jackson noted that life memberships also are available for many national organizations and suggested FOS should consider establishing a life category. Director Wraithmell expressed concerns over whether life memberships were good for the organization, but most Directors believed life memberships would more than pay for themselves over time.

Director King moved that a life membership category be established at \$400 per individual. The motion was seconded. Secretary Cox noted that individual \$400 memberships could be burdensome to families with two FOS members. Such families receive a single journal and newsletter, so Cox recommended a family life membership of \$500 be created with the stipulation that the family receive a single issue of each journal and newsletter. This amendment was seconded, and the motion as amended was approved unanimously. FOS now has an individual life membership category with a single payment of \$400 and a family life membership category with a single payment of \$500. Treasurer Merritt said he would be sure to get the information in the next issue of FFN. Director King noted the discrepancy between the new membership dues and those provided in the recently published brochure. The Board recommended the published fees be honored when applications included the slip provided in the brochure.

The final issued brought to the Board by the Finance Committee (Friends of FFN) was discussed and acted upon during the Treasurer's report (see above).

g1. Helen G. and Allan D. Cruickshank Research Award Subcommittee

Chair Katie Sieving submitted a written report but was not able to attend the meeting. The Committee will make award recommendations at the Spring 2008 meeting.

g2. Helen G. and Allan D. Cruickshank Education Award Subcommittee

Chair Charlie Ewell provided an oral report and noted that he had was working with a high school in Cape Coral regarding a potential request. Funding would be used to build a boardwalk around a small wetland that would be used by local science classes. The

Board noted that this type of request has been considered but many details were needed. Secretary Cox suggested notices about the education award be distributed to statewide science educators to help increase the number of applications reviewed. Cox said he would provide Ewell with contact information.

g3. William B. and Mary J. Robertson Award Subcommittee

Chair Peter Merritt said there have been no activities since he assumed his new role as Treasurer. President Jackson asked the Board to pass along recommendations for a new chair of the subcommittee.

h. Membership Committee

Chair Joyce King submitted a written report prior to the meeting; The FOS brochure has been reprinted and was distributed to Board members. Additional membership issues were discussed under the Treasurer's Report (see above).

i. Nominating Committee

President Jackson said he was trying to find new committee members to replace outgoing members Jim Cox and Peter Merritt, both of whom have taken on new responsibilities.

j. Records Committee

Secretary Andy Kratter submitted a written report prior to the meeting. The FOS Records Committee met at Archbold Biological Station on 18 August 2007 and reviewed 22 new reports and one report tabled from a previous meeting. Two additional reports, both of gulls, were opened because of new identification references. Of the 25 reports reviewed, 19 were documented by photographs; two of these had video documentation as well, and one of these had sound clips. The other six were sight reports contained varying amounts of written documentation. Of these 25 reports, 12 were accepted, seven were not accepted, one was accepted to a species pair (Tropical/Couch's Kingbird), four were tabled, and one was not acted upon because it is not a species-level taxon (European Herring Gull). Three new birds were added to the official list of Florida: Loggerhead Kingbird (also a first for the ABA Checklist Area), White-Wagtail, and Neotropic Cormorant, bringing the State List to 502 species

CONTINUING BUSINESS

There was no continuing business.

NEW BUSINESS

There was no new business.

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:05 p.m.

Respectfully Submitted,
Jim Cox
FOS Secretary

Appendix 1. Budget evaluations for 2007 and proposed budget for 2008.

2007 BUDGET REPORT

OPERATING FUND	PROPOSED	ACTUAL 2007
INCOME	2007 BUDGET	AS OF 10-03-07
Dues	10,000.00	9,440.62
Unrestricted Gifts	400.00	735.00
Interest Income	700.00	1,772.52
Page Charges	1,500.00	850.00
Meeting Income	6,100.00	4,950.00
Friends of the FFN Group	500.00	200.00
Back Issue Sales	50.00	6.00
Total Income	\$ 19,250.00	\$ 17,954.14
EXPENSES		
FFN Printing	8,500.00	7,325.14
Newsletter Printing	600.00	601.33
Postage & Shipping	1,000.00	500.28
Operating Expenses	1,500.00	1,537.09
Meeting Expenses	6,100.00	1,798.27
Records Committee	1,000.00	1,133.12
Total Expenses	\$ 18,700.00	\$ 12,895.23
PROJECTED SURPLUS	\$ 550.00	\$ 5,058.91
 SPECIAL PUBLICATIONS FUND		
INCOME		
Sales	2,400.00	503.26
Interest Income	1,000.00	1,900.74
Total Income	\$ 3,400.00	\$ 2,404.00
EXPENSES		
Postage & Shipping	100.00	
Sales Tax	10.00	6.95
Total Expenses	\$ 110.00	\$ 6.95
PROJECTED SURPLUS	\$ 3,290.00	\$ 2,397.05
 GRANTS & AWARDS FUND		
INCOME		
Interest Income	2,800.00	4,959.61
Gifts	200.00	505.00
Total Income	\$ 3,000.00	\$ 5,464.61
EXPENSES		
Research Award	1,500.00	2,500.00
Robertson Award	1,000.00	1,500.00
Education Grant	500.00	
Total Expense	\$ 3,000.00	\$ 4,000.00
PROJECTED SURPLUS	-	\$ 1,464.61
 ENDOWMENT FUND		
Interest Income	600.00	1,462.17
Gifts	75.00	80.00
Total Income	\$ 675.00	\$ 1,542.17
PROJECTED SURPLUS	\$ 675.00	\$ 1,542.17
 NET INCOME (LOSS)	\$ 4,515.00	\$ 10,462.74

PROPOSED 2008 BUDGET

OPERATING FUND

INCOME

Dues	10,000.00
Unrestricted Gifts	700.00
Interest Income/Asset Appreciation	1,225.00
Page Charges	1,250.00
Meeting Income	6,100.00
Friends of the FFN Group	200.00
Back Issue Sales	10.00
Total Income	\$ 19,485.00

EXPENSES

FFN Printing	8,500.00
Newsletter Printing	800.00
Postage & Shipping	1,000.00
Operating Expenses	1,550.00
Meeting Expenses	6,100.00
Records Committee	1,500.00
Total Expenses	\$ 19,450.00

PROJECTED SURPLUS

\$ 35.00

SPECIAL PUBLICATIONS FUND

INCOME

Sales	600.00
Interest Income/Asset Appreciation	1,350.00
Total Income	\$ 1,950.00

EXPENSES

Postage & Shipping	100.00
Sales Tax	10.00
Total Expenses	\$ 110.00

PROJECTED SURPLUS

\$ 1,840.00

GRANTS & AWARDS FUND

INCOME

Interest Income/Asset Appreciation	3,650.00
Gifts	300.00
Total Income	\$ 3,950.00

EXPENSES

Research Award	2,000.00
Robertson Award	1,000.00
Education Grant	500.00
Total Expense	\$ 3,500.00

PROJECTED SURPLUS

\$ 450.00

ENDOWMENT FUND

Interest Income/Asset Appreciation	1,050.00
Gifts	80.00
Total Income	\$ 1,130.00

PROJECTED SURPLUS

\$ 1,130.00

NET INCOME (LOSS)

\$ 3,455.00

Appendix 2. Key issues regarding Pranty's *Important Bird Areas* publication that need attention.

Category	Audubon responsibilities	FOS responsibilities
<i>Writing</i>		
Initial draft(s) of text	Already completed by B Pranty	
Revisions/intro rewrite	AoF will review	FOS special pubs editor w/ BPranty
Maps and shape files	AoF by contract if grant funded	
<i>Editing</i>		
Editing of manuscript	Input from AoF	Lead by FOS
Editing of maps/shape files	Lead by AoF	Input from FOS
Final Review	AoF must be satisfied w/ final product	FOS must be satisfied with final product
<i>Production</i>		
Financing	AoF contributes \$8K to book creation	FOS special pubs
Production oversight	AoF must be satisfied w/ final product	FOS special pubs editor lead
<i>Warehousing & Distribution</i>		
Distribution	AoF will be provided with a set quantity for their \$8K investment	
Storage & Fulfillment	AoF will be responsible for distribution of its quantity to decision makers and land managers of their choice	FOS will store and fulfill all order for the books as they do for their other special publications
<i>Revenue</i>		
Proceeds	After initial costs to FOS met, 50% Audubon	All revenue to FOS until their initial costs are met; after that 50% FOS
<i>Promotion</i>		

Press releases	Audubon staff creates and distributes	FOS given equal credit, FOS review prior to release
Promotional events	Audubon finances and staffs	FOS given equal credit, FOS included in planning
<i>Credit</i>	Credit to Audubon	Credit to FOS, Bill Pranty (author), Reed Noss (editor)
<i>Copyright</i>	Audubon holds copyright	
<i>Reprints</i>	With agreement from both parties	With agreement from both parties
<i>Subsequent Versions</i>	Will be renegotiated	Will be renegotiated