

TWS Wildlife and Habitat Restoration Working Group

Executive Board Conference Call

February 7, 2008 (1:00pm EST)

Welcome/Introductions

Attendees: Stefanie Nagid (Chair), Debbie Burtaine(N&E Chairperson), Jean-Francois Bulin (Canada Rep), Mitch Sternberg (Central Rep), Dave Tompkins (Northeast Rep), Derek Hall (West Rep), and Ron Duke (Chair-Elect)

Topics of Discussion:

1. Banking
 - a. TWS National banks with the Bank of America. Shannon Pederson is sending Stefanie Nagid a packet of forms/information that will be needed to set up a Working Group account with Bank of America.
 - b. National needs to have Treasurer updates to be able to send checks to and incoming Treasurer will need to fill out bank form to authorize check writing.
 - c. By creating our own account we can do on-line banking as well as have autonomy if any audits are done by National.
 - d. The Board agreed that we should set up an account with Bank of America.
 - e. **Stefanie Nagid will discuss this with Caleb Leikvold and ask him to set up an account once she has received the information from Shannon and mailed it on to Caleb. Ron Duke said he would help on this if needed. Stefanie asked Ron to work with Caleb to set up our account.**

2. 2008 Conference in Miami, Florida (Nov 8-12)
 - a. Our working group workshop proposal was accepted. **Stefanie Nagid will be working on the workshop details, which are due to National by April 4th.** The main hands-on experience may be doing vegetation monitoring, although Stefanie will try very hard for the group to get to do some python telemetry. It was mentioned that carpooling could be done to get to the Everglades NP office instead of renting vans. The FL Chapter of TWS is looking into getting vans donated for some other field trips as well, which could be used by our working group also. One thing that Stefanie forgot to mention was that she wanted the Working Group to provide a boxed lunch for all workshop attendees (sandwich, chips, cookie, and drink from Publix – roughly \$7/person). Max workshop attendees will be 24 and minimum is 6.

- b. A WHR Working Group Business Meeting is also planned. This meeting will involve welcoming the new Executive Board, the new Chair-Elect (which will be voted on in the September/October 2008 elections), and turning over the Chair position to Ron Duke. Items to discuss at the Business Meeting include treasurer's report, charter revisions, elections to be held in September 2009, workshop participation, membership survey results, and the 5-year action plan. **If anyone has any other items of interest to add to the agenda please email Stefanie Nagid prior to October 1, 2008.**

3. Working Group Future

- a. Stefanie Nagid mentioned that there were previous goals set by past-chairs that included revising the by-laws, doing long-range planning, and creating a website. Some of those have been accomplished. The by-laws were revised and accepted by the membership in the 2007 elections. TWS National has a website that is linked from their home page that we are able to add/delete/change as needed through Shannon Pederson. At the 2007 Conference in Tucson, TWS National asked that all the working groups create a 5-year action plan, which once completed will accomplish the long-range planning goal.
- b. There was much discussion about communication, website needs, and responsibilities of the Board Reps. Many of the Board Reps expressed an interest in knowing what they should actually be doing. **The main responsibilities of Board Reps that were determined are to 1) Facilitate information exchange between the Executive Board and their Section's membership, 2) Provide news/meeting/project information to the webmaster about restoration related events occurring in their Section, and 3) Become more involved with TWS Section or State Chapter meetings to encourage involvement with the working group (i.e. symposium, field trips, workshops, socials).**
- c. A Communication Network for our Working Group was determined. The Chair will forward any information from the Executive Board to the Board Reps. The Board Reps will then disseminate that information to their Section's membership. The Board Reps will also forward any information from their Section's membership up to the Executive Board via the Chair. This way the Board Reps will have a more intimate relationship with members in their section and the members will feel like they have a better connection to the Executive Board. **Stefanie Nagid will email Debbie Burtaine the membership list and Debbie will add a "Section" column, populate the section column, and sort**

sublists to be sent to each Board Rep that has a list of all known members for their Section. Debbie will do this by March 1, 2008.

- d. It was also suggested that the Board Reps submit articles/news of interest to TWS National to be included in their Section's section of the TWS Newsletter. The Executive Board should also make an effort to submit more information to the Newsletter about the Working Group as well (who would do this and when was not decided).
- e. There was also discussion about updating the website that TWS National houses for the working groups. It was decided that there should be a "webmaster" that filters material to be added to the website. Who this is was not determined at this time. **Debbie Burtaine volunteered to look at the website and see what needs updated by July 1, 2008. Stefanie Nagid will create a Communications Committee as per by-law and appoint someone to be the "webmaster" after Debbie does the first review. Stefanie requests that each Board Rep poll their Section's membership and provide her with names of people interested in being "webmaster" by July 1, 2008.**
- f. The 5-year Action Plan was discussed, although it was suggested that any action on this topic be tabled until after the Membership Survey results come back. **Stefanie Nagid, Ron Duke, and Mitch Sternberg will work together to create an outline for the action plan with the survey results that will be presented at the 2008 Business Meeting.**
- g. Stefanie Nagid mentioned that the Human Dimensions Working Group can assist with survey development and implementation. Mitch Sternberg said he emailed Stefanie a survey that was created a few years ago, but it never got sent out to the membership. **Stefanie said she will use that as a template and get a survey together for the Board to review by April 10, 2008 and then send it out to the membership in May 2008. Survey results will be due back to Stefanie by the end of August 2008 and reviewed/compiled to be presented at the 2008 Business Meeting.**
- h. **The Board decided to have another conference call on April 10, 2008 at 1:00pm Eastern Standard Time to discuss the rough draft of the membership survey.**