



## BOARD MINUTES

**Meeting – Friday 6<sup>th</sup> June 2014 (Meeting #3)**

**Teleconference: commencing 11:00 AEST**

[NSW, VIC, ACT, TAS, QLD - 11:00; SA, NT – 10:30; WA – 9:00]

**Phone no: 1800 333 803 (622507#)**

Distribution list: Nigel Andrew (President), Kris French (Past-President), Liz Tasker (VP - Member Communications), Angela Moles (VP - Student Affairs), José Facelli (VP - Research), Jodie Lia (Secretary), Jason Cummings (Treasurer), Christine Schlesinger (Director – Indigenous Engagement & ESA14), Andrew Hayes (Director – Early Career Researchers), Luke Collins (Director – Communications & Webinars), Don Driscoll (Director – Hot Topics), Euan Ritchie (Director – Research Chapters), Nerissa Haby (Director – Conferences & ESA15), Anita Wild (Director – Practitioner Engagement), Romina Rader (Director - Membership), Ben Gooden (Bulletin Editor), Michael Bull (Austral Ecology – Chair, Editorial Board), Gary Luck (EMR – Chair, Editorial Board), Gail Spina (Executive Officer), Lyn McCormick (Finance Officer).

### 1.0 WELCOME AND APOLOGIES

1.1 Chairperson's Welcome and Introduction

1.2 Present and Apologies

Present: Nigel Andrew (President), Liz Tasker (VP - Member Communications), Angela Moles (VP - Student Affairs), José Facelli (VP - Research), Jodie Lia (Secretary), Christine Schlesinger (Director – Indigenous Engagement & ESA14), Luke Collins (Director – Communications & Webinars), Don Driscoll (Director – Hot Topics), Nerissa Haby (Director – Conferences & ESA15), Romina Rader (Director – Membership), Michael Bull (Austral Ecology – Chair, Editorial Board), Gary Luck (EMR – Chair, Editorial Board), Gail Spina (Executive Officer).

Apologies: Kris French (Past-President), Jason Cummings (Treasurer), Andrew Hayes (Director – Early Career Researchers), Euan Ritchie (Director – Research Chapters), Anita Wild (Director – Practitioner Engagement), Ben Gooden (Bulletin Editor), Lyn McCormick (Finance Officer).

1.3 Minutes of Previous Board Meeting (April 2014) – for ratification

***Motion: That the minutes of the previous Board Meeting be accepted as a true and correct record.***

***Moved: Gary Luck***

***Seconded: Romina Rader***

***All in favour: motion carried***

1.4 Minutes of Previous Executive Meeting (May 2014) – for noting

### 2.0 ACTION ITEMS FROM PREVIOUS MEETINGS

2.1 **Matters Arising from Previous Board & Executive Meetings**

Action Item table attached (June 2014).

### 3.0 REPORTS

### 3.1 Finance Report – Nigel Andrew

As the Finance Officer and Treasurer were absent and forwarded no update on the financials for February, March and April, Nigel will liaise with Lyn to get an update out to everyone asap. A further request was for an explanation of the 23,000 for suppliers and 70,000 for computer equipment.

Board_Jun_14_3.1.1	Provide an update on the financial statements for February, March and April to the Board.	Lyn	ASAP
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### 3.2 ESA14 Conference Report – Christine Schlesinger

Christine provided an update on the general planning for the conference. Since the agenda went out, a gold sponsor has come on board to support the conference. This will ensure that with projected registrations, the conference will at least break even. Abstract submissions have closed for speaking slots in the program but the submissions remain open for poster submissions. Field trip costs have been finalised.

Christine relayed a question from the LOC about whether there should be a reward for ongoing or long-term attendees of the annual conferences. Issues arising from this included: too much administration; little gained for the society; what is considered to be "long-term"; could create or enhance elitism among delegates; years attended is self-nominated; reward could be extra dots for poster night, free coffee, coloured nametags, discounted dinner. Due to these issues it was decided that the reward system should be held off this year until further discussions have been had by the Conference WG, particularly looking at similar arrangements for other societies.

Board_Jun_14_3.2.1	Investigate what, if anything could be provided as a reward for long-term attendees of the annual conference.	Conference Working Group	Planning Day 2014
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### 3.3 Correspondence Report – Jodie Lia

A combined correspondence report was tabled. No comments received. The template was not circulated in time for all Directors to record correspondence for the previous month. All Directors will be sent the May and June correspondence templates to add anything of note to it and return to the Secretary.

Board_Jun_14_3.3.1	Circulate Correspondence Template for the months of May and June.	Jodie	ASAP
Board_Jun_14_3.3.2	Add any significant ESA correspondence to the correspondence templates provided and return to the Secretary.	All	July Executive

## 4.0 GENERAL BUSINESS (Discussion and/or Voting)

### 4.1 New Treasurer – Nigel Andrew

Nigel relayed the decision by Brad Murray to exit the Board as Treasurer effective immediately. Jason Cummings, the Treasurer-elect has been promoted to the role of Treasurer early to accommodate the requirements of this decision. Nigel thanked Brad for his contributions to the Board and Jason for taking on the role at short notice.

### 4.2 Mike Bull Prize for Best Student Paper in Austral Ecology – Angela Moles

Angela provided an update on the Mike Bull Prize, suggesting that \$500 of the \$2500 allocated by Wiley for book vouchers are used for the student prize, which is well within the scope of what the book vouchers are

for. General consensus from the Board was for it to go ahead as planned, with an update provided to the ESA membership once eligibility criteria have been determined.

#### 4.3 Board Charter and Procedures – Gail Spina

Gail spoke to the draft Board Charter and Procedures document tabled which was previously presented to the Executive. The Board generally agreed to the draft but noted that: the term “company” needs to be defined at the beginning of the Charter. Gail will make any recommended changes and consider the document endorsed. Following on from this, Director Handbooks specific to each roles will be developed.

#### 4.4 Conference Sponsorship Guidelines – Nigel Andrew & Gail Spina

Following on from the first draft presented at the April Board, Nigel presented a final copy of conference sponsorship guidelines. The guidelines are not too prescriptive with the idea that each LOC would ultimately decide on their own sponsorship within these parameters. The Board decided that a line about the LOC being ultimately responsible for deciding on sponsorship and that sponsorship for a conference does not equal an endorsement from the ESA. Nigel noted that the guidelines cannot be too specific because it is the LOCs that govern the conference. Gail will amend any further suggestions and circulate.

### 5.0 OTHER BUSINESS (For Noting or Information Only)

#### 5.1 Bulletin Update – Jodie Lia (on behalf of Ben Gooden)

Ben provided a Bulletin update to the Board for noting:

- Three of the student contributors to the March Issue of the Bulletin have been given complimentary membership. They were really excited about this!
- I am still awaiting confirmation from board members of contributions to June Issue. My email is now function (bulletin@ecolsoc...), so please let me know ASAP. I am specifically looking for president and executive reports, conference update and outcomes of member survey.
- Interactions between myself, Gail and Brigette have been fruitful! The Bulletin is now hosted in both pdf and web form. A Link to the Bulletin is also embedded on ESA's homepage. Transient news and opportunities are flowing well on the homepage.

Board_Jun_14_5.1.1	Send reminder to Board for Bulletin submissions	Jodie	June 12
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#### 5.2 Membership/Website Sub-committees – Nigel Andrew

Nigel spoke about the membership survey results and noted there was a lot of data collected that needed to be analysed further. A sub-committee has therefore been set up to analyse the results and report back the Board. The volume of data being pulled from the website also requires analyses on an ongoing basis so a sub-committee chaired by Luke as well as a Conference sub-committee to be chaired by Nerissa will be set up at this year’s Planning Day to analyse ongoing website analytics and report back to the Board.

Board_Jun_14_5.2.1	Provide analysis of the membership survey to the Board.	Membership SC (Romina, Ben, Anita, Gail, Brigette, Jodie)	Planning Day 2014
Board_Jun_14_5.2.2	Set up a Website Sub-committee to analyse web data.	Board	Planning Day 2014

### 6.0 LATE AGENDA ITEMS

#### 6.1 Student Prize Judges – Angela Moles

Angela proposed that past winner of student prizes should be involved in the judging of future nominations for the prize. They wouldn’t be solely in charge of the judging but will be able to gain experience in shortlisting candidates for the prize.

### 6.2 NextGen Award – Christine Schlesinger

Christine asked whether there has been a decision made on the NextGen Awards. Gail suggested that the LOC via their Science sub-committee will discuss some suggestions and provide this back to the ESA Executive Committee for consideration.

Board_Jun_14_6.2.1	ESA14 LOC to discuss options for the NextGen Award and present this back to the ESA Executive.	Gail	July Executive
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### 6.3 Financial Governance Working Group (FGWG) Terms of Reference – Nigel Andrew

Nigel presented the recently updated FGWG Terms of Reference to the Board for review and comment. Jodie asked as to the current membership of the FGWG which is as follows: Nigel, Jason, Kris, Gail and Lyn. Next year when Kris is no longer Past-president her position on the FGWG may need to be replaced by someone else.

### 6.4 Ecological Society of America Invitation – Nigel Andrew

ESA[ustralia] Board members who may be attending the ESA[merica] meeting in Sacramento USA are invited to attend the Leadership Reception. As Mike Bull was already attending, he will go along to the Leadership Forum to represent the ESA[ustralia].

### 6.5 Director Portfolio Review – Nigel Andrew

Nigel noted that the “Directors with Portfolios” structure may not be working for everyone. There have been some interest in developing Director positions that represent some regions of Australia (similar to the former Regional Councillor roles) while others remain with themed portfolios and some may be simply ordinary directors without being specifically assigned a region or portfolio. As the new “Directors with Porfolios” structure was subject to an annual review, these options will be further explored at Planning Day.

Board_Jun_14_6.5.1	Explore options for Director positions on the Board.	All	Planning Day
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## 7.0 NEXT MEETING

Next Board Meeting – August 8<sup>th</sup> 2014.

Next Executive Meeting – July 11<sup>th</sup> 2014.

**Meeting closed: 12:30pm AEST**