



BOARD MINUTES

Meeting – Friday 11th October 2013 (Meeting #5)

Teleconference: commencing 11:00 AEDST

[NSW, VIC, ACT, TAS, - 11:00; SA – 10:30; QLD – 10:00; NT – 9.30, WA – 8:00]

Phone no: 1800 333 803 (622507#)

Distribution list: Kris French (President), Nigel Andrew (President-elect), Brad Murray (Treasurer), Liz Tasker (VP-Public Liaison), Glenda Wardle (VP-Research), Angela Moles (VP-Student Affairs), Michael Bull (Austral Ecology – Chair, Editorial Board), Gary Luck (EMR – Chair, Editorial Board), Ben Gooden (Bulletin Editor), Don Driscoll (ACT Director), Luke Collins (NSW Director), Christine Schlesinger (NT Director), Andrew Hayes (QLD Director), Nerissa Haby (SA Director), Anita Wild (TAS Director), Peter Vesk (VIC Director), Blair Parsons (WA Director), Jodie Lia (Secretary), Lyn McCormick (Finance Officer), Gail Spina (Executive Officer).

1.0 WELCOME AND APOLOGIES

1.1 Chairperson's Welcome and Introduction

Please note that this will be the first set of minutes where the term "Council" will be replaced with "Board" and the term "Councillor" will be replaced with "Director" to align to the ESA Constitutional changes that became official in September 2013. Any carry over actions from previous Council meetings will retain their names until the action is complete (i.e. Coun_Aug_13_3.1.1).

1.2 Present and Apologies

Present: Kris French (President), Nigel Andrew (President-elect), Liz Tasker (VP-Public Liaison), Glenda Wardle (VP-Research), Angela Moles (VP-Student Affairs), Michael Bull (Austral Ecology – Chair, Editorial Board), Ben Gooden (Bulletin Editor), Don Driscoll (ACT Director), Luke Collins (NSW Director), Christine Schlesinger (NT Director), Nerissa Haby (SA Director), Anita Wild (TAS Director), Peter Vesk (VIC Director), Blair Parsons (WA Director), Jodie Lia (Secretary).

Apologies: Brad Murray (Treasurer), Gary Luck (EMR – Chair, Editorial Board), Andrew Hayes (QLD Director), Lyn McCormick (Finance Officer), Gail Spina (Executive Officer).

1.3 Minutes of Previous Board (Council) Meeting (August 2013) – for ratification*

Motion: That the minutes of the previous Board (Council) meeting be accepted as a true and correct record.

Moved: Liz Tasker

Seconded: Luke Collins

All in favour: motion carried

1.4 Minutes of Previous Executive Meeting (September 2013) – for noting*

1.5 Minutes of Previous Executive Meeting (July 2013) – for ratification*

Motion: That the minutes of the July Executive meeting be accepted as a true and correct record.

Moved: Nigel Andrew

Seconded: Luke Collins

All in favour: motion carried

2.0 ACTION ITEMS FROM PREVIOUS MEETINGS

2.1 Matters Arising from Previous Board & Executive Meetings

Items completed will be highlighted as **green**; others in **yellow** are ongoing, with **comments**. Person(s) responsible and due dates are indicated.

Agenda Item #	Action arising	Person	By	Comments
Exec_Jul_13_5.1.1	Mike to canvas possibility of funding for an early career grant/award as part of Wiley Blackwell contract negotiations	Mike	October Board	Report provided at Item 3.6.
Coun_Aug_13_3.1.1	Send final ESA12 Conference finance report around to council	Lyn	ASAP	Report provided at Item 3.2.
Coun_Aug_13_4.4.1	Present the RC role transition working paper and policy document to Council for approval including amendments to by-laws	Kris	October Board	Report provided at Item 4.1.
Coun_Aug_13_4.4.2	Provide an update on the RC role transition to ESA members via e-news.	Liz/Gail	Next edition of e-news	ASAP
Coun_Aug_13_4.4.3	Directors (Regional Councillors) nominate topic areas they wish to focus on.	All	October Board	
Coun_Aug_13_6.1.1	Contact Wiley for more detail about how a book deal would work, including the option of e-books.	Gary	October Board	Update provided at item 4.10.
Coun_Aug_13_6.1.2	Provide a paragraph on the Wiley book publishing project to Gail for inclusion in the next e-news.	Gary	ASAP	Provided to Gail in August. Update provided at item 4.10.
Coun_Aug_13_6.1.3	Include the potential for a Wiley book publishing deal in the next e-news	Gail	Next edition of e-news/November Executive	
Coun_Aug_13_6.4.1	All council members to indicate their intentions to remain on council for 2014	All	October Board	Update provided at item 4.1.

3.0 REPORTS

3.1 Finance Report – Lyn McCormick*

The finance report was not tabled and will be circulated. Future finance reports will need to be provided to the Treasurer by the 20th of each month.

Board_Oct_13_3.1.1	Circulate the October Finance Report via email to all Directors.	Lyn	ASAP
--------------------	--	-----	------

3.2 Final ESA12 Conference Finance Report – Lyn McCormick & Brad Murray*

ESA have received the final ESA12 Conference finance report and it has confirmed that ESA have suffered a loss from the conference as expected, but the amount higher than expected at about \$40,000. It was explained that this was due to a combination of reasons such as reduced conference sponsorship, and having a higher number of students compared to full fee delegates: both creating less revenue. Also small losses from other initiatives such as the poster session, coffee cart, and dinner, added to overall costs. Despite this loss, overall ESA are sitting in a good financial position.

Kris explained that due to the MOU with NZES, ESA have a 70/30 profit loss arrangement for the ECOTAS conference this year. NZES are aiming and budgeting for \$100,000 in sponsorship but have only received \$30,000, just over 2 months out from the conference. This shortfall is likely to result in another financial loss for ESA. Kris has spoken to NZES President who says they are currently looking at ways to reduce costs so that losses will be reduced.

In light of the current situation, finance surrounding conferences will be a key topic for discussion at this year's Planning Day with an 'everything on the table' approach to avoid suffering losses from conferences in the future. It was discussed that the Board will need to have greater influence on budgeting with future LOCs.

3.3 Indigenous Affairs Working Group & Symposium at ECOTAS13 – Christine Schlesinger

There are six Australian recipients selected for the Indigenous Travel Grant to ECOTAS with NZES sponsoring the registration for four Maori speakers. Christine explained that she is waiting on official letters of offer for the students so that they may be informed of their selection and make plans to get to ECOTAS. In Gail's absence, Christine will work with Kris on drafting letters and getting them sent to recipients as soon as possible.

Christine updated the Board on the Indigenous Affairs Working Groups decision to form two new subgroups; one will focus on planning and new initiatives, particularly working with the ESA Strategic Plan and streamlining of processes governance around the symposia; the second subgroup will focus on organising the symposium and related activities each year and would add new members each year depending on conference location. The reforming strategic planning subgroup is open to new membership – please contact Christine if you or someone you know might be interested in being involved nt@ecolsoc.org.au.

3.4 Ecosystem Science Long Term Plan – Glenda Wardle

The Ecosystem Science Long Term Plan website will shortly be updated with the outcomes from the recently held workshop in Brisbane and will convey governance structure and opportunities for contributions to the process through working groups. The first face-to-face forum will be a workshop held at ECOTAS and Glenda encourages Directors to consider going along.

3.5 Research Chapter Review – Glenda Wardle

It has been identified that a review of the current ESA Research Chapters is required to establish how they are going and what support they might require from ESA to keep them active. Liz identified that the lag in getting the ESA website up and running was somewhat hindered the smooth running of research chapters to date.

3.6 New Publishing Agreement for Austral Ecology – Mike Bull*

Mike presented the new publishing agreement to the board for Austral Ecology. Mike pointed out that sections 4.11, 4.12, 4.13 and 9.8 are new or have been changed since the last agreement. Of particular note is the ESA member subscription fee has been more than halved since the last agreement. No significant issues were raised among Directors.

Motion: That the ESA Board of Directors accept the new Publishing Agreement for Austral Ecology for it to be submitted to the AGM for final approval and signature.

Moved: Mike Bull

Second: Nigel Andrew

All in favour: motion carried

4.0 GENERAL BUSINESS (Discussion and/or Voting)

4.1 New Board and Directors Roles 2014 – Kris French*

Kris presented a draft transitional procedure for Regional Councillors to Directors. No major issues were discussed with the procedure and it was generally agreed to.

4.2 AGM & Constitutional Changes – Kris French*

Kris presented the constitutional and by-law changes reflecting the change of company status, to be agreed to by the Board ready for presentation at the AGM.

Motion: That the Board ratifies the constitutional changes for presentation to the membership at the AGM 2013 with the motion that ‘The membership ratifies the changes to the constitution as outlined in the agenda’.

Moved: Nigel Andrew

Second: Peter Vesk

All in favour: motion carried

Motion: That the Board approves the changes to the By-Laws which will be presented to the membership at the AGM 2013 with the motion that ‘The membership accepts the changes made to the By-Laws by the Board at the October Board Meeting 2013’.

Moved: Nigel Andrew

Second: Ben Gooden

All in favour: motion carried

4.3 Planning Day 2013 Agenda – Kris French*

Kris presented a draft outline of agenda items for this year’s Planning Day at ECOTAS. In addition to what is listed in the draft agenda, a discussion on ESA working groups and research chapter policy, strategy and code of conduct given that many participants are external to the ESA. The ‘Focus on Research Chapters’ discussion will be reduced in time and be led by Glenda. ‘Metrics from the Webpage’ will be reduced in time to make room for a broader discussion/demonstration of the website and each Director’s responsibilities or sections. Time will also be allocated to discuss the Bulletin with Ben.

Kris reminded Directors that each should be prepared to provide 1-2 PowerPoint slides for presentation at Planning Day.

Board_Oct_13_4.3.1	Contact the venue for the Planning Day to find out what technology is available to the room.	Kris/Gail	ASAP
--------------------	--	-----------	------

Board_Oct_13_4.3.1	Put together and distribute a draft Planning Day Agenda	Jodie	ASAP
--------------------	---	-------	------

4.4 ESA Support – Planning Day 2013 Attendance – Gail Spina

Gail wanted to remind Directors that it is important that we all are able to attend Planning Day in NZ and ESA Support is available to help this happen. Directors who have not booked their travel and/or accommodation for the Planning Day need to contact Gayle Fogherty to get this organised. Alternatively, Directors can make their own arrangements and be reimbursed by ESA, contact Lyn for this second option.

4.5 Request from convenor of Urban Ecology RC for ESA sponsorship – Jodie Lia

A request for ESA financial support for an Urban Ecology Research Chapter mixer at ECOTAS was presented. There were concerns that the requested amount, although within the budget, was quite high and not really value for money. It was discussed that costs for the mixer need to be reduced and food should be provided with alcohol. The suggestion put forward for the Urban Ecology RC is rather than 1 hour of cocktails and 1 hour of cash bar, that 1 free drink is provided then cash bar for two hours, with food provided. A variation on this suggestion will be considered although the amount that ESA will support is limited to no more than NZ\$687.50.

Board_Oct_13_4.5.1	Liaise with the convenor of the Urban Ecology RC to discuss options available and report back to Executive.	Ben	November Executive
--------------------	---	-----	--------------------

4.6 ESA14 Update and Board Discussion – Christine Schlesinger

Christine updated the Board on the progress of ESA14 with current discussions surrounding sponsorship and whether there should be any restrictions on what potential sponsors are approached (potential conflicts of ethics & relevance) and the limitations of their sponsorship requests that would be considered acceptable. The idea of a sponsor having naming rights on events at an ESA conference (for example, BHB Welcome Reception) was not agreed to; ESA needs to retain the naming rights. How much a sponsor's name would appear on correspondence and advertising for the conference was generally thought to be at the discretion of the LOC. A new way of thinking about sponsors may need to be adopted given the lack of sponsorship success in recent years. It was determined that some guidelines need to be developed to guide the LOC decision making on sponsorship with the broader ESA membership to be approached for ideas.

Board_Oct_13_4.6.1	Develop some guidelines around ESA conference sponsorship	Kris/Gail?	Planning Day 2013
Board_Oct_13_4.6.2	Approach the ESA membership for feedback on the ESA conference sponsorship guidelines	Gail/Ben?	2014

4.7 ESA15 – Kris French & Nerissa Haby

Kris asked Nerissa if she had had a chance to chat to potential members of an LOC for ESA15 which is likely to be held in Adelaide. Nerissa requested a copy of the LOC handbook and will make some contacts and report back to the Board at Planning Day.

Board_Oct_13_4.7.1	Make contact with some potential LOC members for	Nerissa	Planning Day
--------------------	--	---------	--------------

	ESA15 in Adelaide to scope interest and support.		
--	--	--	--

4.8 NT Student Travel Award 2013 – an NT initiative – Christine Schlesinger

Christine spoke to her report on this year's NT Student Travel Award outlining that there has been a low application rate for this award over the last 4 years. Christine indicated that despite this, the award has been successful in raising the profile of ESA in the NT and is hoping for some positive impacts when the conference is held in Alice Springs next year.

4.9 Hot Topics Update – Don Driscoll

Don discussed the Hot Topics progress forward with the requirement to identify an appropriate distribution system so that Hot Topics reach their intended audience. There was some discussion on media, social media and online outlets for possible distribution of Hot Topics with no specific agreement made. Kris suggested that a procedure for Hot Topics distribution and/or marketing is required for discussion at Planning Day.

Liz mentioned that she will check with Interlated as to their term of support for assisting Directors with any issues on the ESA website.

Don also asked as to the mechanics and costs of getting the Hot Topics flyers he is making up into the ECOTAS conference bags.

Board_Oct_13_4.9.1	Draft a procedure for the distribution and marketing of Hot Topics.	Don	Planning Day
Board_Oct_13_4.9.2	Explore options for advertising Hot Topics via the ESA Website News and Facebook.	Ben & Gail	Planning Day
Board_Oct_13_4.9.3	Work on a strategy or discussion paper for more ESA visibility on Twitter.	Jodie, Gail & Euan	Planning Day
Board_Oct_13_4.9.4	Check with Interlated to define a timeline of which they are to be available for website support.	Liz	Planning Day
Board_Oct_13_4.9.5	Find out the logistics of getting the Hot Topics flyers in the ECOTAS conference bags.	Gail	November Executive

4.10 Wiley Book Publishing Deal – Jodie Lia

Jodie presented the proposal for a Wiley Book Publishing Deal for ESA on behalf of Gary Luck. Gary has also provided a paragraph to Gail for dissemination to ESA members via e-news, to get some feedback on the potential deal. He reiterated that feedback is very important and unless a large number of people support the idea, then we will abandon the action.

5.0 OTHER BUSINESS (For Noting or Information Only)

5.1 Update on Student Prizes at ECOTAS13 – Angela Moles

Angela updated the board on the student prizes for ECOTAS indicating that after discussions with NZES, prizes will be available to both Australian and New Zealand students. The travel prizes for the Australians though will only cover most of the airfare, not all of it. There is currently no cap on the number of awardees (everyone who

applies generally gets one) and hence spending of travel grants is also somewhat unlimited – this may need to be reconsidered in the future given the current financial situation.

6.0 LATE AGENDA ITEMS

7.0 NEXT MEETING

Next Executive Meeting – November 8th 2013.

Next Board Meeting – November 24th 2013 (Planning Day).

Meeting closed: 12:40pm AEDST

* Papers related to this agenda item are attached, or were circulated via email prior to the meeting.