



EXECUTIVE COMMITTEE MINUTES
Thursday 28 July 2016 (Meeting #3)
11:00am – 12:30pm

Distribution list: Nigel Andrew (President), Don Driscoll (President-elect), Raghu Sathyamurthy (VP - Research), Dieter Hochuli (VP - Student Affairs), Bek Christensen (Acting VP – Public Liaison & Policy), Jodie Cosham (Lia) (Secretary), Jason Cummings (Treasurer), Ben Gooden (Ordinary Director), Nikki Zanardo (Ordinary Director), Gail Spina (Executive Officer), Jacky Tierney (Finance and Membership Officer).

1.0 WELCOME AND APOLOGIES

1.1 Chairperson's Welcome and Introduction

Meeting chaired by Don in Nigel's absence.

1.2 Present and Apologies

Present: Don Driscoll (President-elect; Chair), Raghu Sathyamurthy (VP - Research), Dieter Hochuli (VP - Student Affairs), Bek Christensen (Acting VP – Public Liaison & Policy), Jodie Cosham (Lia) (Secretary), Gail Spina (Executive Officer), Jacky Tierney (Finance and Membership Officer).

Apologies: Nigel Andrew (President), Jason Cummings (Treasurer), Ben Gooden (Ordinary Director).

Absent: Nikki Zanardo (Ordinary Director).

1.3 Minutes of Previous Executive Committee Meeting (May 2016) – for ratification

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

Moved: Raghu Sathyamurthy

Seconded: Bek Christensen

All in favour: motion carried

1.4 Minutes of Previous Board Meeting (June 2016) – for noting

Noted.

2.0 ACTION ITEMS FROM PREVIOUS MEETINGS

2.1 Matters Arising from Previous Board & Executive Meetings

ESA Action List – updated Jul 16 – attached.

3.0 REPORTS

3.1 Treasurers Report – Jacky Tierney

Jacky spoke to financials in Jason's absence. First meeting with new financial reporting format, that includes a summary at the top, utilising the new cloud-based finance system Zero. Directors are asked to provide feedback on the format in terms of its presentation and level of interpretation to Jacky and Jason.

Profit figures for the end of financial year are pretty accurate at this stage showing an EOFY profit margin of about \$25K. There are few anomalies in the itemisation of funds which will be ironed out but it won't change the bottom line. New auditors have been appointed and working with Jacky and Jason; we should have a more accurate end of financial year picture ready for the August Board.

The draft 1617 budget was presented. Some figures are well set and others are projections with the current EOFY (1617) projection at a \$41K loss. This is a trial year for the budget process though so it will be tweaked over the next 12 months to get more accurate over time.

Late Agenda Items: Draft Budget, Profit Loss Statement, Balance Sheet.

AGENDA ITEM #	ACTION ARISING	PERSON	DUE BY
Exec_Jul_16_3.1.1	Provide any comments on the format and interpretation of the new financial reports to Jason & Jacky.	All	Aug Board
Exec_Jul_16_3.1.2	Provide update to Executive & Board on status of the Holsworth Wildlife Research Endowment.	Nigel	Sept Board

3.2 Correspondence Report – Jodie Cosham

Noted.

3.3 Web Officer Report – Gail Spina

Things are tracking well. The page view and unique visitors are down on last month but are stable across all months.

Late Agenda Item: Web Report.

3.4 Membership Report – Jacky Tierney

No membership report tabled this month due to some backend glitches in the membership system, although Jacky notes that there has been an increase since last month.

3.5 Conference Report – Gail Spina

Conference tracking well. Sponsorship targets have just about been reached which is the first time it's happened this far out from the conference for a few years. We've received 450 odd abstracts, the statistics on how many were students will be reported back through the August Board.

Late agenda items: Conference Planning Report, Preliminary Budget Update.

4.0 GENERAL BUSINESS (Discussion and/or Voting)

4.1 ESA's funding for ECR activities – Raghu Sathyamurthy

Raghu spoke to the attached proposal from Roger Coulsen to support funding for ECR to attend workshops and other networking events. It was generally discussed as being a good idea as ECRs are hardest group to get funding for. Themes would have to be broad so as to make it open to many, and it may be ongoing like the student grants. Raghu & the ECR WG will develop a discussion paper for Planning Day.

AGENDA ITEM #	ACTION ARISING	PERSON	DUE BY
Exec_Jul_16_4.1.1	Draft a discussion paper on options for funding ECR grants into the future.	ECR WG	Planning Day

4.2 Subsidized conference attendance for NZ scientist – Raghu Sathyamurthy

An invited speaker for the Urban Ecology Research Chapter has requested financial assistance to attend ESA16. The proposal was discussed in terms of the precedent for support of the financially disadvantaged but also on support of the research chapter initiative. The Executive agreed to support this request on the basis that it meets the broader policy for support of research chapters, with a more formal policy to be developed for having funding like this for all research chapters.

AGENDA ITEM #	ACTION ARISING	PERSON	DUE BY
Exec_Jul_16_4.2.1	Develop a policy for the financial support of Research Chapters with regard to invited speakers experiencing financial hardship.	Conference WG	Planning Day

4.3 NCRIS Roadmap Issues Paper – Bek Christensen

The National Collaborative Research Infrastructure Strategy has put together an expert panel to determine how national research funding will be invested over the next ten years. The expert panel has released an issues paper and is seeking submissions. It was discussed that ESA has a strong and important voice in ecology and for our membership and should therefore prepare a submission.

AGENDA ITEM #	ACTION ARISING	PERSON	DUE BY
Exec_Jul_16_4.3.1	Gather ideas from the Board and invited members to develop an ESA submission to the NCRIS Issues Paper.	Bek (Gail)	Aug Board

5.0 ANY OTHER BUSINESS (For Noting or Information Only)

5.1 Conference working group update – Nigel Andrew

Noted.

5.2 AERA 2016 – Raghu Sathyamurthy

Raghu outlined the current status of the AERA 2016 awards. Noted that the panel will remain anonymous until the winner is announced at the conference; it's important that they are publicly acknowledged.

6.0 LATE AGENDA ITEMS

6.1 Media Communications Officer – Gail Spina

The part time Media Communications Officer position has been advertised, please share through your networks.

7.0 NEXT MEETING

Next Executive Committee Meeting – Thursday 29 September 2016.

Next Board of Directors Meeting – Thursday 25 August 2016.

Meeting closed: 12:30pm