



EXECUTIVE COMMITTEE MINUTES
Meeting – Friday 13th September 2013 (Meeting #4)
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: Kris French (President), Nigel Andrew (President-elect), Brad Murray (Treasurer), Angela Moles (VP-Student Affairs), Andrew Hayes (QLD Councillor), Jodie Lia (Secretary), Lyn McCormick (Finance Officer), Gail Spina (Executive Officer).

1.0 WELCOME AND APOLOGIES

- 1.1 Chairperson's Welcome and Introduction
- 1.2 Present and Apologies

Present: Kris French (President), Nigel Andrew (President-elect), Brad Murray (Treasurer-elect), Angela Moles (VP-Student Affairs), Andrew Hayes (QLD Councillor), Jodie Lia (Secretary), Gail Spina (Executive Officer)

Apologies: Lyn McCormick (Finance Officer)

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

Due to lack of present attendees who were at the July Executive Committee, these minutes will be ratified at the October Council meeting along with the June Executive Committee minutes.

- 1.4 Minutes of Previous Council Meeting (August 2013) – for noting*

2.0 ACTION ITEMS FROM PREVIOUS MEETINGS

- 2.1 Matters Arising from Previous Council & Executive Meetings

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

| Agenda Item # | Action arising | Person | By | Comments |
|-------------------|--|--------|---------------------------------------|---|
| Coun_Aug_13_3.1.1 | Send final ESA12 Conference finance report around to council | Lyn | ASAP | Lyn has received final report, yet to distribute. |
| Coun_Aug_13_5.1.1 | Council member AGM reports to be given to Gail. | All | COB Friday September 13 th | |
| 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 | October Council | Deferred to the October Council meeting. |
| Coun_Aug_13_6.1.3 | Include the potential for a Wiley book publishing deal in the next e-news | Gail | October Council | Deferred to October, will appear in new website format. |

3.0 REPORTS

3.1 Finance Report – Lyn McCormick and Nigel Andrew*

The balance sheet, cash movement and income statement for the month of July were presented to Executive as the first finance report for the 2013/14 financial year. There were no unusual fund movements seen in July.

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 \$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. 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 Council will need to have greater influence on budgeting with future LOCs.

Brad Murray will now step into the role of Treasurer for ESA in the coming year to allow Nigel to prepare for the President-elect role. The Finance Governance Working Group is also modifying the financial reports to make them more transparent and more aligned with the ESA strategic and financial plans – the new format is currently being developed and will be implemented in early 2014.

4.0 GENERAL BUSINESS (Discussion and/or Voting)

5.0 ANY OTHER BUSINESS (For Noting or Information Only)

5.1 ESA Website – Kris French

The new ESA website will finally be going live from Monday 16th September! Gail asked that everyone check in and see how it looks, reporting any issues to both Gail executiveofficer@ecolsoc.org.au and Liz vp1@ecolsoc.org.au. Kris thanked Gail and Liz for their tremendous effort in getting the website together, extending the thanks to Ben Gooden and Luke Collins who helped workshop the website to get it ready for its launch.

5.2 Gmail Accounts – Kris French

Council members should have received emails asking them to set up auto-forwarding of their ESA email account to an account of their choice. Please contact Lyn finance@ecolsoc.org.au if you are having any issues.

5.3 Web Officer Position – Kris French

Gail, Jodie and Kris have reviewed more than 70 applications and have shortlisted applicants for further review next week.

5.4 Councillor/Director Portfolios – Kris French

Kris is working on the new Councillor/Director portfolios over the next month and will chat to current Regional Councillors to discuss their portfolio interests. Council are asked to consider what 'topics' or 'jobs' should be covered by a portfolio and forward any suggestions onto Kris president@ecolsoc.org.au.

5.5 ESA Councillors/Directors for 2013 – Kris French

Kris explained that she has been informed of two ESA Councillors/Directors who will not be re-nominating for their roles for 2013; VP Research - Glenda Wardle, and VIC Regional Councillor - Peter Vesk. Kris has asked

Council to consider which ESA members might be appropriate to approach to fill these roles in 2013 and forward considerations to Kris president@ecolsoc.org.au and Gail executiveofficer@ecolsoc.org.au.

5.6 ESA15 Conference – Kris French

We need to consider nominations for cities to host the 2015 ESA Conference. South Australia/Adelaide has been put forward as a contender but regional centres may also be considered.

5.7 Australian Flora Foundation Young Scientist Award 2012 – Kris French

Last years Australian Flora Foundation Young Scientist Award poster award was mistakenly given to a student whose research was on non-Australian flora which has in-turn offended the AFF. Kris and Angela will write to the AFF offering apology for the mistake and will offer to transfer the award money to next year's conference, noting that the mistakenly awarded student will keep their prize money given it was an ESA error.

5.8 2013 Indigenous Travel Grant – Kris French

The Indigenous Travel Grant is sponsored by the Sydney Myer Foundation for 6 or so indigenous people to attend the annual ESA conference. The Sydney Myer Foundation will not fund travel outside of Australia and so for the ECOTAS conference this year, it was proposed that ESA cover the cost of the travel grant for 2013. This proposal is not considered viable and so Gail and Christine are now working on a plan to see if the travel grant can go ahead this year.

5.9 ESA Representative on the NSW Scientific Committee – Kris French

ESA requires a new member to represent ESA on the NSW Scientific Committee. Peter Banks from the University of Sydney has been nominated and will be approached for his consideration.

5.10 Long Term Plan for Ecosystem Science – Kris French

A workshop on the Long Term Plan for Ecosystem Science will be held on September 24th. The workshop will involve members of ESA, TERN and AAS to discuss the how to plan for ecosystem science in Australia into the future.

5.11 Planning Day 2013 Agenda – Kris French & Nigel Andrew

Kris and Nigel are working on this year's Planning Day agenda for its meeting, November 24th in Auckland. Topics already flagged for discussion include:

- New Directors & Portfolio options
- Research Chapters – review of where they are at, resources required, open/close chapters
- Aims for ESA for 2013/14 – task list, who will do what
- Finances – formats & reporting, conference budgeting, awards
- Website – metrics and how we can use them, discussion on progress, where to from here

If anyone has any other topics for discussion, please contact Kris president@ecolsoc.org.au.

6.0 LATE AGENDA ITEMS

7.0 NEXT MEETING

Next Executive Meeting – 8th November 2013.

Next Council Meeting – 11th October 2013

Meeting closed at 11:48am (AEST)

* Papers related to this agenda item are attached, or were circulated via email prior to the meeting. Copies can be obtained on request from the ESA Secretary.