



PLANNING DAY & BOARD MINUTES

Meeting – Sunday 24th November 2013 (Meeting #6)

Held at the Owen G Glenn Building, University of Auckland, Grafton Road, Auckland

Teleconference: commencing 09:00 NZDT

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 (Director), Luke Collins (Director), Christine Schlesinger (Director), Andrew Hayes (Director), Nerissa Haby (Director), Anita Wild (Director), Peter Vesk (Director), Blair Parsons (Director), Jodie Lia (Secretary), Lyn McCormick (Finance Officer), Gail Spina (Executive Officer), Euan Ritchie, Jose Facelli, Romina Rader.

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), 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 (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), Bev Watkins (Membership Manager), Gail Spina (Executive Officer), Jose Facelli, Romina Rader.

Apologies: Brad Murray (Treasurer), Gary Luck (EMR – Chair, Editorial Board), Blair Parsons (Director), Euan Ritchie.

- 1.3 Minutes of Previous Board Meeting (October 2013) – for ratification*

MOTION: That the minutes of the previous Board meeting be accepted as a true and correct record.

Moved: Nigel Andrew

Seconded: Anita Wild

All in favour: motion carried

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

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
Board_Oct_13_4.7.1	Make contact with some potential LOC members for ESA15 in Adelaide to scope interest and support.	Nerissa	Planning Day	Update provided at Item 5.1.

Agenda Item #	Action arising	Person	By	Comments
Board_Oct_13_4.9.1	Draft a procedure for the distribution and marketing of Hot Topics.	Don	Planning Day	Update provided at Item 5.2.
Board_Oct_13_4.9.2	Explore options for advertising Hot Topics via the ESA Website News and Facebook.	Ben & Gail	Planning Day	Update provided at Item 5.2.
Board_Oct_13_4.9.3	Work on a strategy or discussion paper for more ESA visibility on Twitter.	Jodie, Gail & Euan	Planning Day	Strategy to be presented at April Board meeting.
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	

3.0 REPORTS

3.1 Finance Report – Lyn McCormick*

The finance report was circulated to the Board prior to the meeting. Lyn explained that audit reports were received with an overall loss to ESA of around \$31,000 compared to last year at about \$20,000. These losses can be contributed to 'big ticket' items such as the website, legal fees and consecutive conference losses. Website costs will continue to depreciate over the next 5 years and ESA will need to budget for an anticipated upgrade at the 5 year point. Nigel advised that the chart of accounts is being developed.

3.2 Secretary's Report – Jodie Lia*

The secretary's report was presented containing the 2014 meeting dates and representatives. It was decided that José will be the Vice President representative for the 2014 Executive Committee meetings with Liz to act as a back-up should José not be able to make it.

4.0 GENERAL BUSINESS (Discussion and/or Voting)

4.1 Strategic Plan and the Role of the Board – Kris French*

Kris outlined the status and purpose of the DGR process and the potential operation of this once established. Peter noted the potential for funding to become onerous and restrictive with the need to build in flexibility to any funding agreement. Kris discussed the strategic plan with regard to completed components and upcoming or ongoing actions for 2014. Talking points included - the review of the timing & location of conference workshops and field trips; consider 'talking heads' style forums & workshops (similar to the 2013 SA Regional event); encourage southern hemisphere researchers to submit to ESA journals; approach institutions to promote students grants and awards; development of a conference sponsorship drive policy; investigate sponsoring of high school student/s to attend ESA conferences; what rewards/awards can be offered to members. A PowerPoint presentation was shown of the Board of Director Plans for 2014, which they each spoke to and are summarised below.

2014 Action Items from the Strategic Plan

AIM & STRATEGY		ACTION
AIM 1 – GOVERNANCE		
(b)	Financial Management	<ul style="list-style-type: none"> • Complete Corporate Financial Plan • Create ESA Public fund • Begin governance process for donations and bequests
AIM 2 - MEMBERSHIP COMMUNICATIONS		
(a)	Website	<ul style="list-style-type: none"> • Hire ESA Web Officer • Finalise intranet for ESA Board and members • Update Board member and role descriptions for the website • Develop mechanism for members to provide feedback to the Board • Develop capacity to provide webinars to members • Develop ESA's capacity for social networking • Develop outreach aspects of website • Develop online shop for ESA merchandise
(c)	Membership Demographics	<ul style="list-style-type: none"> • Capture reasons for loss of membership • Develop mechanism for regular surveys of society demographics • Investigate areas of possible expansion of membership
(e)	Communication with Membership	<ul style="list-style-type: none"> • Develop cameo perspective and 50 year symposium into a permanent and accessible record • Investigate the capacity to provide support for members who are practitioners
AIM 3 – ECOLOGY RESEARCH		
(a)	Research Chapters	<ul style="list-style-type: none"> • Develop new and improve existing Research Chapters • Develop mechanisms to support network opportunities for RC's • Regularly review existing RC's to ensure equity and viability
(b)	Promotion of Ecological Science	<ul style="list-style-type: none"> • Complete the Long Term Plan for Ecosystem Sciences • Develop guidelines for synthesis, promotion and distribution of Hot Topics
(c)	ESA Journals (AE & EMR)	<ul style="list-style-type: none"> • Maintain or increase impact and relevancy of journals • Decrease publication time where possible • Work towards getting EMR ISI listed • Maintain or increase income to ESA from the journals
(d)	ESA Annual Conference	<ul style="list-style-type: none"> • Investigate structured discussion sessions to enhance networking • Explore options for contributing to Intecol 2017
AIM 4 – EARLY CAREER ECOLOGISTS		

AIM & STRATEGY		ACTION
(a)	Early Career Researchers	<ul style="list-style-type: none"> Develop strategies to engage and improve services for early career researchers Develop and maintain dedicated ECR workshop at the annual conference
(b)	Research Students	<ul style="list-style-type: none"> Ongoing review of appropriate levels of student grant funding Begin work on developing an effective student network
(c)	Undergraduate and School Students	<ul style="list-style-type: none"> Consider possibility of undergraduate or schools membership Develop opportunities for high school students to engage in ESA/conference
AIM 5 – EXTERNAL COMMUNICATIONS AND OUTREACH		
(a)	Public Liaison	<ul style="list-style-type: none"> Review possibility of employing a Public Liaison Officer Review possibility of creating new VP role for public liaison
(b)	Practitioner Engagement	<ul style="list-style-type: none"> Develop mechanism to build relationships with practitioners Build the EMR web presence
(c)	Policy Maker Engagement	<ul style="list-style-type: none"> Target ministerial policy advisors in a timely fashion on specific issues
(d)	Public Engagement	<ul style="list-style-type: none"> Investigate feasibility of a corporate membership option
(e)	Indigenous Engagement	<ul style="list-style-type: none"> Maintain support network and opportunities for indigenous engagement
(f)	Engagement with other Ecological Societies	<ul style="list-style-type: none"> Explore links with other southern hemisphere societies

Board of Directors -Summary Plans for 2014

DIRECTOR	FOCUS	ACTIVITIES
Past President Kris French	Facilitating completion of some projects	<ul style="list-style-type: none"> Finalise 'Ecosystem Science Long Term Plan' Help establish strong financial plan
President Nigel Andrew	Implement strategic plan initiatives	<ul style="list-style-type: none"> Funds for grant allocation (1b) Membership (2c) Research Chapters (3a) Engagement with other societies (3d) Corporate membership/professionals (5d) ESA direction under new board & financial structure Philanthropy New strategic plan 2016-2020
Treasurer Brad Murray	Strategic direction	<ul style="list-style-type: none"> Learn the Treasurer 'ropes' Continue to improve board understanding of finances Establish strong financial plan/strategic direction
Secretary Jodie Lia	Making business as usual better	<ul style="list-style-type: none"> Procedures manual for board member roles and responsibilities

DIRECTOR	FOCUS	ACTIVITIES
		<ul style="list-style-type: none"> • Strategy for the Twittersphere • Efficient meeting administration
VP Student Affairs Angela Moles	Doing our best for the student members	<ul style="list-style-type: none"> • Maintaining students awards, grants, and prizes • Add some new things with student paper prize and workshops for ECRs.
VP Research José Facelli	Research	<ul style="list-style-type: none"> • Ensure smooth transition from previous VP, maintain current activities, establish fluid interactions • Consider new initiatives by developing cooperative research across states
VP Member Communications Liz Tasker	Finishing the new website and associated online services	<ul style="list-style-type: none"> • Finalise phase 1 of the website • Commence phase 2 of the website • Produce an ESA calendar for 2015 • Investigate future public liaison
Austral Ecology Editor Mike Bull	Maintain efficient running of the journal	<ul style="list-style-type: none"> • Introduce invited reviews to increase journal impact • Introduce virtual issues on specific themes to increase journal exposure
EMR Chair Gary Luck	Continue to build EMR's reputation as a quality journal	<ul style="list-style-type: none"> • Celebrate and broadly promote EMR's ISI listing • Attract funding and authors a co-edit a special issue of EMR on Urban Ecology
Bulletin Editor Ben Gooden	Continual improvement of Bulletin	<ul style="list-style-type: none"> • Continue content development • Improve web hosting • Develop advertising strategy
Director Don Driscoll	Hot Topics	<ul style="list-style-type: none"> • Facilitate a minimum of 12 new hot topics to the ESA website • Continue to promote development and use of the new medium
Director Christine Schlesinger	Indigenous Engagement & ESA14 LOC	<ul style="list-style-type: none"> • With the LOC lead organisation of the 2014 ESA conference • Contribute to scientific sub-committee of conference LOC • Facilitate organisation of Indigenous forum at ESA14 • Reform a new indigenous working/advisory group
Director Luke Collins	Communications - Webinars	<ul style="list-style-type: none"> • Identify ecological webinars for 2014 and advertise schedule • Commence development of a system to facilitate webinars via the website • Create digital archive of AERA and Gold medal talks
Director Anita Wild	Practitioner Engagement	<ul style="list-style-type: none"> • Identify current value/expectations of ESA membership to practitioners • Educate practitioners of current ESA offerings • Identify opportunities to increase engagement • Identify mechanisms to improve knowledge exchange between practitioners, academics and students

DIRECTOR	FOCUS	ACTIVITIES
Director Andrew Hayes	Early Career Researchers	<ul style="list-style-type: none"> Engage with international ECRs Develop and provide services for ESA's post-student ECRs Develop ECR event for ESA14
Director Nerissa Haby	ESA15 LOC	<ul style="list-style-type: none"> Sourcing members, themes and locations for the ESA15 LOC Developing a way of replicating SA regional workshops in other states
Director Euan Ritchie	Research Chapters	
Director Romina Rader	Membership	

4.2 Focus on Research Chapters – Glenda Wardle

Glenda presented an overview and led a discussion and review of the current Research Chapters and how to facilitate their activities into the future. The following points were discussed by the Board:

- Current status of RC's – 5 going well, 3 have drifted off; could be due to lack of website/intranet support, suggestion to use RC's to pilot test intranet activities that could be beneficial. The drifters need review and discussion whether they should remain as RC's, or if another convenor is more appropriate.

Governance

- Three current RC issues identified – Mixers at ESA Conference; financial support of activities; succession of convenors.
- Member voted convenor? Clarification required for RC liaison with Board; correspondence, reporting, requests, agenda items etc.
- Procedure needs to be developed on RCs with regards to finance/governance, how to host RC activities/events, convenor succession, RC expectations, membership, FAQs - particularly for new RCs. Then update relevant policies.

Finance

- RCs should be cost neutral with any requests for money subject to approval by Board
- Would ESA ever withdraw the nominal amount set aside for the RCs? Idea was that funding would help start up groups with future funding coming from within the RC (fundraising, fees etc).
- ESA Financial support of activities – some RCs may need finance, some may not. If requested, the RC convenor to develop a plan for what they will do with the money, with options and the Board will approve the plan with one of its options.

Membership

- We shouldn't limit the number of RC's a person can join. Perhaps consider a nominal amount of money for joining to assist with funding RC activities and limit membership numbers – but how to collect this money? Membership manager via website maintains database of RC members and contact details.
- What is the perception of potential RC members of the topics narrowness or lack thereof? Perhaps narrowness isn't an issue, or perhaps broader topics should be explored.

RC Mixers/Activities

- Activities - potential for RC symposia, AE special issues, workshops, mixers at the annual conference
- There are a number of broader topic areas not covered by an RC in particular 'marine ecology' – to encourage new RCs we could advertise new RC's via the website asking for champions, approach other topic area societies or individuals to champion RCs or become convenors. New topics can be decided identifying symposia that do not currently have an associated RC.
- Create an RC event space at the conference where all RCs can meet in one room but in separate groups so that members of multiple RCs can float between groups. Alternatively, hold the RC mixers/meetings immediately following the paired symposia – to be investigated for ESA14.
- Think about two different types of RC mixers – social & science, and the how to do.

- There might be too many jobs or constraints to add specific RC events to conference program. This could be fixed by having a set calendar of when/who to contact RC convenors to prompt them to develop a mixer idea and submit it to the LOC for inclusion in the program.

RC Growth – RC topics, member numbers, networking opportunities

- We could talk to other ecological societies to create pathways or sister RCs of similar topic areas. The Invasive Species RC linked a themed session with another society and it worked well – consider similar move to develop a marine ecology RC.
- Consider creating new ESA award specifically based on marine ecology to increase membership in this area, both generally and within an RC.

Board_PD_13_4.2.1	Develop RC procedure manual	Jose, Euan, Gail	September Board?
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4.3 Group Discussion Session 1 – Conferences* & Website

Conferences

Working Group: Kris, Nigel, Glenda, Angela, Mike, Don, Christine, Jose, Nerissa.

Following on from recent financial losses at our annual ESA conferences, some discussion was required around the viability of the annual conference in its current format, thinking about ways to still bring ecologists together in the best way possible without making a substantial financial loss. The following points were developed by the working group:

- Budgets are developed that have a break-even or slight profit at 600 (or less people).
- Budgets should be developed that have reduced sponsorship expectations of \$50K or less.
- The LOC representative on the Board of Directors should take special notice of financial considerations.
- The Board should consider developing incentives for the PCO in organising sponsorship.
- The conference dinner should be cost neutral and could be simplified to reduce costs.
- The LOC might consider developing an 'App' or providing a USB stick with abstracts. Hyperlinked abstracts are important in any electronic booklet.
- Some university facilities are likely to reduce costs of the conference, depending on costing structure of the uni.
- Should we increase registration costs?
- The group decided that the single large conference with an ecological focus including some management/policy applications was the best option currently. Smaller conferences were not seen as important at this stage.

The outcome of this discussion will be to develop a 'Conference Portfolio' on the Board to oversee the development of the conference manual, assess how to integrate the research chapters into the conference, and to develop strategies to enable more core members to attend the conference. Nerissa Haby will take on this portfolio. These suggestions will be explored further by the Board, Director (Conferences & ESA15) and the ESA14 & ESA15 LOC's.

New Website

Working Group: Gail, Liz, Ben, Jodie, Luke, Anita, Lyn, Bev, Andrew.

Following the launch of the new ESA website, Gail, Lyn and Bev identified the sorts of new information that is attainable from the webpage and membership database. Liz will show other features of the website and give the Board opportunity to ask questions and give feedback. The following points were developed by the working group:

- It was agreed the overall presentation and layout of the website was a fantastic improvement
- Despite being up and running, some parts of the website still require information to be completed.
- It was thought that Directors may have forgotten or lost their instructions/responsibilities for the website.
 - Liz, Gail and Jodie will work on a list of roles for Directors with regards to their website responsibilities and instructions on how to edit within the website.

- The intranet ‘bugs’ are being ironed out but eventually will allow are meeting administration, calendars to be managed via the website.
- Because all Directors have the ability to edit the website, a procedure on web formatting should be developed so that the website remains consistent and professional.
- Lyn & Bev presented the membership demographic data that is currently being captured by people who sign up for new membership via the website.
 - This information will be captured from existing members in the future but is available for update voluntarily now via each members login profile.
 - This data can be used for searching the member database via location, institution, interest areas, RC membership etc. It may also be used to target certain groups.
- Some Directors still have two profiles; one for their ESA email and another for their pre-existing member email. Interlated will be tasked with linking the two for each Director.
- Previously new ESA members were required to be nominated by two existing members and present their CVs for consideration by the Board. The ability to sign up via the new website now allows anyone to join without these pre-requisites. A number of questions were raised to this:
 - A list of new members should be presented to the Executive Committee at each meeting for ratification, this will also identify growth
 - What if ‘unsavoury’ members join who have ulterior motives, political or otherwise?
 - Disclaimer to be developed for terminating membership of those who go against ESA values.
 - When do we decide we’ve ‘lost’ a member?
 - What time of year should ESA membership be paid to/from?

Board_PD_13_4.3.1	List the webpages currently assigned to which Director and identify webpages that have yet to be assigned.	Liz, Gail, Jodie	February Board
Board_PD_13_4.3.2	Package up the list of Director webpage responsibilities with the web login and editing instructions for dissemination to Board.	Jodie	March Executive
Board_PD_13_4.3.3	Develop a website procedure manual that covers how-to’s and the required web-formatting.	Interlated?	Maybe linked to action 4.3.2
Board_PD_13_4.3.4	Contact Interlated to get Director emails/profiles linked on the website.	Liz	February Board
Board_PD_13_4.3.5	Add a disclaimer to membership sign up page on website that outlines the ESA’s right to terminate membership under certain conditions.	Working Group	March Executive

4.4 Group Discussion Session 2 – Bulletin & Membership

ESA Bulletin

Working Group: Ben, Liz, Jodie, Luke, Nerissa

Ben gave a brief overview of the historical role of the Bulletin, how this has changed over the past year of his editorship, and his aspirations for the Bulletin's function into the future. The following points were developed by the working group:

- The bulletin used to be the primary form of communication with ESA members and formed a repository for minutes and outcomes of ESA meetings.

- This is no longer relevant for the Bulletin with email, web & social media now doing the bulk of this communication.
- The bulletin needs to retain its identity but develop further for its modern membership.
- The current features of the Bulletin are working well.
- 'Labs in the Limelight' should consider labs outside academic institutions.
- Consider a spotlight on ESA Board members in each edition.
- Consider a regular or irregular feature on interpretation of new legislation or changes that affect ecologists.
- Can we use the bulletin to raise money for the ESA via advertising?
 - A policy would be required, and as advertising is a topic that transcends the Bulletin, this is scheduled for address at the 2014 Planning Day.
- A 'good stuff members have been up to' section should be added to the Bulletin.
- We require a Bulletin working group, but due to our already heavy workload, members should be sourced outside of the Board.
 - We should approach people at conferences to get them onto this working groups (and others), either by tapping on the shoulder or advertising at the ESA stand and/or around the conference venue, website, conference bags.
- The Bulletin is to appear as a link on the front page of the website.
- Each Bulletin should have its own page and be indexed, along with a pdf downloadable version.
- Bulletin needs to be bookmarked and indexed to make it searchable. Perhaps use key words too.

Board_PD_13_4.4.1	Discussion paper on general advertising as a potential income for ESA.	TBA	Planning Day 2014
Board_PD_13_4.4.2	Add a section to the Bulletin that covers good things ESA members have been up to.	Ben	Second edition of the Bulletin for 2014
Board_PD_13_4.4.3	Develop a Bulletin Working Group	Ben	March Executive
Board_PD_13_4.4.4	Add Bulletin link on ESA website homepage	Ben/Liz/Gail	March Executive
Board_PD_13_4.4.5	Create new pages for each ESA Bulletin with indices, bookmarks and pdf downloads.	Bulletin Working Group	April/June Board?

ESA Membership

Working Group: Nigel, Kris, Glenda, Angela, Mike, Don, Anita, Christine, Jose, Lyn, Gail, Andrew.

ESA membership is showing signs of reducing in numbers and this seems to be a trend across many scientific societies. Now we have the new website, we need to start thinking about why people become members of the society, why they fail to continue to be members, and what could we do to maximise the members we have as students and have them continuing on to be full members. The following points were developed by the working group:

- Discussion centred on the membership were really only likely to feel like members at the conference. We need to provide better services at other times of year.
- "If I can't make it to the conference, what am I getting out of ESA membership?"
- ECR. Some other societies were:
 - Providing workshops and web-based resources for early career researchers.
 - Media training and stats were considered useful for workshops.
 - Jobs, fora on particular topics were considered useful for web-based facilities.
 - Include member only and open information.
 - Student ambassadors as board observers to train a new generation.
- Practitioners. May benefit from workshops on environmental law or EIAs.
- All members. Ideas included:

- Loyalty approach to conference attendance.
- Reductions for frequent registrants,
- Provision of super early-bird rates
- Corporate membership should be considered.
- Unskew the focus on students through:
 - Other non-conference activities for regular members
 - Research group papers via chapters, through ACEAS or other funding (Perpetual foundation?)
- Certification may be considered, but be aware of the EIANZ group attempts.

These suggestions will be explored further by the Board and Director (Membership) Romina in 2014.

5.0 OTHER BUSINESS (For Noting or Information Only)

5.1 ESA 2015 Conference – Nerissa Haby

Nerissa explained that the ESA LOC members are being sourced with the help of Jose and Mike. There is an opportunity to be strategic and work to engage practitioners and bring them into the ESA community via the LOC. Some suggestions for LOC members include NRM representatives and indigenous groups, while using the conference theme to target specific industry sectors.

5.2 Draft procedures for Hot Topics – Don Driscoll

Don presented a way forward for Hot Topics with the need to set up an appropriate distribution system so that HT's reach their intended audience. It was decided that the HT's editorial board will decide when the HT is ready for distribution and assist the HT authors in developing a distribution list for each HT. A general distribution list is to be developed identifying common contacts which will include NRM networks, Google groups, social media, and government. A 'share' button will be added to the HT webpages.

Board_Plan_13_5.2.1	Develop general distribution list as starting point for Hot Topic distribution/promotion	Don, Gail, Jodie	March Executive
Board_Plan_13_5.2.2	Add a 'share' button to the Hot Topic webpages	Gail, Liz	February Board

5.3 Conduit Policy – Gail Spina

Gail presented the Conduit policy to the board for consideration. The policy states that the Board will not act as mere conduit by simply passing on income as directed by donors/philanthropists or granting bodies but will always disperse funds in accordance with the Society's stated purposes without having undue influence by donor.

MOTION: We being all the directors of the Company, resolve that: Any allocation of funds or property to other persons or organisations will be made in accordance with the established purposes of the Company and not be influenced by the preference of the donor.

Moved: Nigel Andrew

Seconded: Anita Wild

All in favour: motion carried.

5.4 Student Travel Grants – Angela Moles

Angela presented the current state of student travel grants with reference to the 2012 board decision to not cap the funding for these grants (i.e. all eligible students who apply are funded). Due to the pressure on

current finances for ESA, this model is not considered to be sustainable and one way to prevent a budget 'blowout' is to cap the number of grants and/or the total expenditure for the grants each year.

MOTION: That we cap the total expenditure on student travel grants at the amount fixed in the business plan and that the pool of funding will be allocated in order of eligible applications received.

Moved: Angela Moles

Seconded: Nigel Andrew

All in favour: motion carried.

5.5 Engaging with Practitioners – Anita Wild

ESA Council has noted growing membership amongst environmental consultants and managers in recent years. Given that many of these people are engaged in the on ground practice of ecology, there are many potential benefits in knowledge exchange for on-ground outcomes for the Society and its membership as a whole. Following on from discussions with other ecological practitioners, Anita and Romina will work with a small group of external practitioners to develop an online survey for all ESA practitioner members, gathering information on what they expect from ESA and what activities could support what they do.

Board_Plan_13_5.5.1	Develop a practitioner survey for ESA members	Anita, Romina	April Board?
Board_Plan_13_5.5.2	Distribute the practitioner survey to members	Anita, Romina	Following Board endorsement
Board_Plan_13_5.5.3	Report back to the Board the findings of the survey	Anita, Romina	October Board?

5.6 Request for support of ESA forum – Anita Wild

Anita put forward a request for ESA funding to support a speaker forum of international peatland specialists at UTas in December. The support of these types of forum was discussed and supported by the Board but was noted that an ESA procedure should be developed in 2014 for the guidance in this kind of event, which are often at short notice or between ESA meetings.

MOTION: That ESA provides \$300 for sponsorship of a forum of international peatland specialists at the University of Tasmania on 12th December 2013.

Moved: Anita Wild

Seconded: Ben Gooden

All in favour: motion carried.

Board_Plan_13_5.6.1	Develop a procedure/policy for the support of fora, particularly for short notice requests.	Board	To be assigned, February 2014
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6.0 LATE AGENDA ITEMS

7.0 NEXT MEETING

Next Board Meeting – February 14th 2014.

Next Executive Meeting – March 14th 2014.

Meeting closed: 16:00pm NZDT

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