



BOARD MEETING AGENDA

**Meeting – Thursday 30th May 2019 (Meeting #4)
Commencing 11:00 AEST**

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

GoToMeeting: <https://global.gotomeeting.com/join/889826109>

Meeting ID: 889-826-109

Phone No: +61 2 8355 1038

GoogleDrive Documents:

<https://drive.google.com/drive/folders/1ojkfdX-dIOC1-CosauxulpzrUsBcs0QX?usp=sharing>

Distribution list: Don Driscoll (President), Bek Christensen (VP – Public Liaison & Policy; President-elect), Amy Hahs (VP – Research), Jodi Price (VP – Student Affairs; arrived 11:57am), Kate Umbers (VP – Membership & Communications), Chloe Sato (Secretary), Jeremy Huntley (Treasurer), Nigel Andrew (Austral Ecology – Chair), Pep Turner (EMR – Chair, Editorial Board), Gerry Turpin (Ordinary Director – Indigenous Engagement), Leanda Mason (Ordinary Director – Early Career Research), Gail Spina (Executive Officer), Jacky Tierney (Finance & Membership Officer).

1.0 WELCOME AND APOLOGIES

1.1 **Chairperson's Welcome and Introduction**

1.2 **Apologies:** Kate Umbers, Bek Christensen, Amy Hahs, Jodi Price
Absent: Leanda Mason

1.3 **Minutes of Previous Board Meeting (April Board 2019) – for ratification***

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

Moved: Don Driscoll

Seconded: Nigel Andrew

All in favour: motion carried.

2.0 ACTION ITEMS FROM PREVIOUS MEETINGS

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

AGENDA ITEM #			ACTION ARISING	PERSON
Board	Aug (#7) 18	5.6.1	Membership WG to develop list of potential Honorary Fellowship recipients.	Membership WG
Ongoing. For June Board meeting.				
PD	Nov (#1) 18	3.4.2	Meet with Media WG to discuss modes of ESA communication.	Toni
Ongoing. For June Board meeting. Moving to issues based and coordinating media releases between Scientell, Media WG, Hot Topics.				
PD	Nov (#1) 18	5.3.1	Table a report for the Board outlining ECR awards, associated amounts allocated to each in 2019, and to whom they are awarded.	ECR WG
For July Board meeting. Chloe to email Amy with update.				
PD	Nov (#1) 18	5.4.2	Invite Perpetual Board member to attend Planning Day/Strategic Planning Day to discuss potential Future Fund.	Gail
Done. Gail invited Hilary to attend; looking at options for phoning in for Planning Day in November. On next FGWG agenda.				
Board	Mar (#2) 19	3.3.4	Gerry and Gail to liaise about EOI submission for Ethnobotany international congress.	Gerry/Gail
Done. Pursuing EOI and exploring venue options in Cairns. Not associated with ESA conference at this stage.				

3.0 REPORTS

3.1 Treasurer's Report – Jeremy Huntley*

Financial statements tabled. Treasurer drew the Board's attention to the fact we have not met our revenue KPI, but this will be investigated further. The comparative figure has been updated to reflect the full year forecast (including the benefit of 2018 conference). We are now tracking below the expected forecast, but this is due to JLTF timing. It is expected that we should meet this KPI by the end of financial year.

3.2 Correspondence Report – Chloe Sato*

Correspondence tabled. Two correspondences added by Don and Nigel.

Nigel added "partnering with ESA for forming the Ecological Society of Sri Lanka". Paper associated with communication attached. Waiting on Sri Lankans to come back to ESA to see what exactly is required from us. Don added an email correspondence requesting ESA support for a letter regarding land clearing and koalas. This support was not given as the letter leaned towards lobbying, and was not strong in the backing science.

3.3 Working Group Report – All

Working Group Portfolio Chairs should submit a written dot point report for their Working Groups allowing for discussion of questions and issues only, rather than taking time for verbal updates. Directors with WG oversight to collate and forward dot point reports to Secretary prior to Board meetings.

Oversight	Working Group	Chair	Update as at 30 May 19
President	JOURNALS	Don Driscoll	Finalized strategic planning document.
	INDIGENOUS ENGAGEMENT	Gerry Turpin	Face to face meeting held May 10 to discuss Strategic Plan input. Indigenous plenary identified.
	ACADEMIC FREEDOM	Don Driscoll	Finalized strategic planning document
VP Student Affairs	STUDENT ACTIVITIES & AWARDS	Jodi Price	No update.
	ECOLOGICAL EDUCATION	Dieter Hochuli	No update.
VP Research	EARLY CAREER ECOLOGISTS	Stephanie Courtney Jones	This WG is still small, but committed. They have identified objectives for the group, largely focusing on skills and ways of boosting inclusive engagement opportunities. The objectives have been sent to Don and Gail ahead of the Strategic Planning weekend.
	RESEARCH CHAPTERS	Eleonora Egidi	The RCWG is fully operational. They sent through their materials ahead of the Strategic Planning meeting. Their focus this year is on improving the communication arrangements for working groups (working with Toni) and boosting the capacity of the RCWG to support regional events such as Gordon style conferences.

Oversight	Working Group	Chair	Update as at 30 May 19
	RESEARCH AWARDS	Amy Hahs	Still dormant. AERA received 3 nominations, Wiley Next Gen Award received 10(?) applications. Reviewers for these two awards are being contacted & a decision will be made by the end of June.
VP Member Communications	EQUITY	Vacant	Conference code of conduct finalized. 'Queer mixer' at ESA19 organised. Developing equity allies program. Strategic plan template completed.
	CONFERENCES	Jodi Price	Plenary speakers all confirmed. Garry Table accepted plenary – landscape ecology background. Face-to-face meeting for strategic plan workshop. Started planning for 2020 60 th anniversary conference.
	PRACTITIONER ENGAGEMENT	Sacha Jellinek	No update.
	BULLETIN	Marie Dade	No update.
	MEMBERSHIP	Kate Umbers	Meeting held with alternative Web service providers Orion - recommendation to May Board. Database population project commenced. May winner of free membership to be announced. Strategic plan template submitted.
VP Public Outreach & Policy	MEDIA	Euan Ritchie	Face-to-face meeting held on 5 May, really productive day, and had a chance to meet with Senator Larissa Waters. Policy WG helped to push ESA Election Statement prior to 18 May and met with some MPs. Now implementing post-election actions including contacting every member of
	POLICY	Bek Christensen	

Oversight	Working Group	Chair	Update as at 30 May 19
			Parliament to introduce ESA and offer our 'services' for expert advice.
	HOT TOPICS	Dale Nimmo	Met in May and discussed direction for Hot Topics and its role. Synthesizing discussion and putting ideas to Hot Topics Board to explore whether what Hot Topics needs to be changed or updated.
Treasurer	FINANCIAL GOVERNANCE	Jeremy Huntley	Met early in May. Discussed new Director position and scope. Allocated sponsorship funding. Next meeting 23 rd June.
	FUNDRAISING & SPONSORSHIP	Vacant	Group not active.

3.4 Online Media Report – Gail Spina/Toni Stevens*

Online media report tabled. Social media going well. Turning attention to LinkedIn account with Practitioner WG so we can connect practitioners with researchers. E-news good but still have fake online subscribers. This will hopefully be resolved with new web maintenance contractors. Bulletin is now also available online (links on ESA website) so can share via social media.

Board agreed that it would be good to develop a way of monitoring social media that is holistic, i.e. captures clicks on links, shares on social media.

3.5 Membership Report – Jacky Tierney

Membership at 1132 members. Last 6 weeks been good with drive to get members to fill out additional details.

3.6 Conference Report – Gail Spina*

Conference report tabled. Everything tracking well. UTas is supporting the public venue event, \$50K support coming through from Business Tasmania, and additional avenues for sponsorship being pursued. The conference target is \$45K, so the \$50K from Business Tasmania covers baseline sponsorship requirements.

4.0 SUBMISSIONS

4.1 ARC National Science and Research Priorities Review – Bek Christensen*

Final submission for ARC National Science and Research Priorities Review attached.

5.0 GENERAL BUSINESS (Discussion and/or Voting)

5.1 Web Maintenance Contract – Gail Spina/Toni Stevens

ESA staff met with Orion representatives in late May to discuss costings and options. Proposed that Orion work with website ESA currently has, but over time move towards a user-friendly backend. Looking to give website code to Orion, to smooth the transition between Interlated and Orion in June. Over next three months will schedule meetings with necessary ESA members.

Board suggested that a clause is included in the new contract that allows ESA to terminate if contractor is not suitable, and also suggested that the contract be extended from a 12 month to a 3-year contract (provided the termination clause is included).

Motion: That the Board endorse the engagement of Orion to redevelop the ESA website over the next three years.

Moved: Don Driscoll
Seconded: Nigel Andrew
All in favour: motion carried.

5.2 Finance Officer Contract – Gail Spina

Finance Officer contract expired in April and requesting Board to endorse renewal of contract.

Motion: That the Board endorse the appointment the Finance Officer for three years from July 2019.

Moved: Nigel Andrew
Seconded: Pep Turner
All in favour: motion carried.

6.0 OTHER ITEMS (Noting and/or Information)

6.1 Director - Development, Fundraising & Sponsorship – Gail Spina*

Position description for new Ordinary Director tabled for noting by Board.

This will be an advertised position (ethical jobs and not-for-profit jobs), and it has been sent to Perpetual and Equity to see if anyone is interested. It has also been circulated on Twitter and Facebook. A couple of applications have been received, but Board to circulate to network too. The call for applications close on the 14th June.

7.0 LATE ITEMS

7.1 Proposal to change IT service provider – Gail Spina*

Addressed at Item 5.1.

7.2 Registered Training Organisation Process – Gail Spina*

Report circulated to Board as a late item detailing how ESA can become a Registered Training Organisation (addresses Planning Day 2018 agenda item 5.4.3).

The report outlines what would be involved if ESA were to run accredited training. Quite a significant process, but is useful information for any further discussions/planning. It may be better to partner with other organisations that are already doing this to work up sections of their accreditation programs, rather than pursue independently. Need to take advice from Practitioner WG and FGWG, but also ESA members regarding what they want ESA to be, before pursuing further.

8.0 NEXT MEETING

Strategic Planning Weekend – 14-16 June 2019.
June Board – 27 June 2019.

Meeting closed 12:16pm.