



BOARD MEETING MINUTES

**Meeting – Thursday 28th March 2019 (Meeting #2)
Commencing 11:00 AEST**

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

GoToMeeting: <https://global.gotomeeting.com/join/826426205>

Meeting ID: 826-426-205

Phone No: +61 2 8355 1038

GoogleDrive Documents:

https://drive.google.com/drive/folders/1zuvzmMp06PGF_KJvkO3_frgKgyDFxYzz?usp=sharing

Distribution list: Don Driscoll (President), Bek Christensen (VP – Public Liaison & Policy; President-elect), Amy Hahs (VP – Research), Jodi Price (VP – Student Affairs), 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

Don welcomed all to the Board meeting.

1.2 Apologies

Present: Don Driscoll, Bek Christensen, Amy Hahs, Jodi Price, Chloe Sato, Jeremy Huntley, Nigel Andrew, Leanda Mason. Gail Spina, Jacky Tierney, Toni Stevens.

Apologies: Kate Umbers, Pep Turner, Leanda Mason

Absent: Gerry Turpin

1.3 Minutes of Previous Board Meeting (February Board 2018) – for ratification*

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

Moved: Nigel Andrew

Seconded: Jodi Price

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. Update April Board 2019.				
PD	Nov (#10) 18	3.4.1	Meet with Bulletin WG to discuss whether Bulletin WG should be general consumption, and if there is capacity to increase frequency of Bulletin.	Toni
Done.				
PD	Nov (#10) 18	3.4.2	Meet with Media WG to discuss modes of ESA communication.	Toni
Ongoing. Update May Board 2019.				

AGENDA ITEM #			ACTION ARISING	PERSON
PD	Nov (#10) 18	3.4.3	Compare people on e-news list with those that are or have been members.	Toni
Done.				
PD	Nov (#10) 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
ECR working group now has acting Chair. Amy to forward this item for discussion at their next meeting and build into their strategic Planning template response. Toni to add call for nominations to the ECR WG to e-news and social media				
Board	Feb (#1) 19	2.1.3	Send call for AERA nominations to Holsworth Distribution List and Council of Deans List, in consultation with Amy.	Gail/Amy
Amy to provide text and Gail to distribute.				
Board	Feb (#1) 19	2.1.4	Investigate and add links on ESA website to Wiley's publishing advice and training documents.	Toni/Nigel
Done.				

3.0 REPORTS

3.1 Treasurer's Report – Jeremy Huntley*

Financial statements tabled.

Jacky presented the Treasurer's Report, advising we were on track to record a modest profit. Conference accounts have now been finalised.

3.2 Correspondence Report – Chloe Sato*

Correspondence accepted as tabled.

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 28 March 19
President	JOURNALS	Don Driscoll	<p>The WG will meet March 29 to discuss strategic plan.</p> <p>Gail and Don met with Wiley (Rebecca Ciezerek, Peter D'Onghia, Chen Pin) to discuss potential for a third ESA journal. ESA needs to canvas members appetite for sending high impact papers to a new journal so that the journal can launch with a high impact factor. Wiley will consider funding models and get back to us in the next few months.</p>
	INDIGENOUS ENGAGEMENT	Gerry Turpin	<p>Meeting proposed for May with whole group to review progress and prepare Strategic Plan submission. IWG is getting very organised around a series of activities and initiatives so are in a good position to pull something together.</p>

Oversight	Working Group	Chair	Update as at 28 March 19
			The Indigenous Engagement WG is focusing on submitting a bid for the 2020 Ethnobotany International Congress. Proposed to hold the event in Cairns to tie in with the James Cook celebrations supported by the local Council.
	ACADEMIC FREEDOM	Don Driscoll	Survey analysis under way. Meeting scheduled for early April to discuss strategic plan.
	STUDENT ACTIVITIES & AWARDS	Jodi Price	The plan for student awards working group is to organise a number of award co-ordinators to handle specific awards, organise an annual meeting to raise any issues/changes, identify any gaps in awards and how they might be filled. Look at ways to increase awareness, prestige of the awards
VP Student Affairs	ECOLOGICAL EDUCATION	Dieter Hochuli	<p>Six people expressed interest in the WG (2*Usyd, 1*UTS, 1*UNE, 1*FNQ consultant, 1*retired academic (<60yo though). One PostGrad, one ECR among them.</p> <p>The brief plans for the WG are: - Refine terms of reference for Board to consider. WG looking to broaden education remit, and see if ToR align with ESA and membership visions.</p> <p>Other discussions in WG included: - Planning a meeting at Launceston after the ToR have been modified to the Board's satisfaction - Capitalise on changes to national curriculum for older school years (project-based components of years 11-12) - Capitalise on citizen science initiatives for younger school years - Foster school visits for younger school years - Mirror ESA (USA) with educational sharing/community of practice for university teachers - Identify if ecological training in universities was fit for purpose - Produce a paper on field studies in ecology; may be a workshop at ESA to start momentum? - Event/meeting after ToR in Sydney to brainstorm how to</p>

Oversight	Working Group	Chair	Update as at 28 March 19
			<p>achieve objectives (Dieter's preference is for a remote meeting) - Symposium planned/ designed in Launceston for future meetings (or keynote)</p> <p>With respect to strategic plans, it's a bit complicated by not having a clear ToR but will try to develop 1 and 5 year goals regardless.</p>
VP Research	EARLY CAREER ECOLOGISTS	Stephanie Courtney Jones	Verbal update.
	RESEARCH CHAPTERS	Eleonora Egidi	Verbal update.
	RESEARCH AWARDS	Amy Hahs	Verbal update.
VP Member Communications	EQUITY	Vacant	<p>March meeting scheduled to review survey results and develop recommended strategies.</p> <p>Follow up meeting in April to finalise proposals for Strategic Plan.</p>
	CONFERENCES	Jodi Price	CWG meeting scheduled for end April to discuss current issues and develop the Strategic Plan submission.
	PRACTITIONER ENGAGEMENT	Sacha Jellinek	Round table meeting scheduled for early April to discuss the group's short-term and future focus and develop Strategic Plan submission.
	BULLETIN	Marie Dade	Marie unable to attend retreat but working on 5 year plan in consultation with Toni which will be ready by deadline.
	MEMBERSHIP	Kate Umbers	<p>MWG has a suite of strategies in place for next 12 months focusing primarily on membership database and website management.</p> <p>Commissioned website review by proposed alternate service provider, Orion, which will be finalised by end March. This will inform way forward and MWG submission for Strategic Planning Retreat. Meeting will be held with Orion in May when Toni returns from leave and forward planning will be prepared after this discussion.</p>
VP Public Outreach & Policy	MEDIA	Euan Ritchie	Euan is on the case. Media WG have already had some discussion via email. They also have an upcoming meeting where they can discuss. I'm confident they will meet deadline.

Oversight	Working Group	Chair	Update as at 28 March 19
	POLICY	Bek Christensen	<p>Policy WG to discuss at their March meeting and prepare first draft in template at that meeting. Subsequent discussion to happen via email, with an additional teleconference called (if needed) to finalise prior to 15 April.</p> <p>Policy WG currently developing an election statement in consultation with STA as a tool for members to engage with their candidates and get science and the environment on the agenda throughout the election campaign. Policy WG also developing some resources for members such as a form letter for contacting candidates, tips on how to arrange a meeting etc. which will be published on the website.</p>
	HOT TOPICS	Dale Nimmo	<p>I have contacted Dale but not heard back. Will follow up with him, not sure if he's established a rhythm with Hot Topics Board as yet, will see if Gail or Cara can provide some support to get them over the line. Noted that publication of Hot Topics has slowed over the past year.</p> <p>Hot Topics WG is now chaired by Dale Nimmo supported by Judy Walters.</p>
Treasurer	FINANCIAL GOVERNANCE	Jeremy Huntley	Verbal update.
	FUNDRAISING & SPONSORSHIP	Vacant	Group not active.

AGENDA ITEM #	ACTION ARISING	PERSON	DUE BY
Board_Mar_19_3.1.1	Forward Election Statement final draft to Board members for comment.	Bek	ASAP

AGENDA ITEM #	ACTION ARISING	PERSON	DUE BY
Board_Mar_19_3.1.2	Follow up Editorial chair.	Don	April Board 2019

AGENDA ITEM #	ACTION ARISING	PERSON	DUE BY
Board_Mar_19_3.1.3	Follow up proposed future publications and confirm participation of the HTWG in the Strategic Planning retreat.	Don	April Board 2019

AGENDA ITEM #	ACTION ARISING	PERSON	DUE BY
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Board_Mar_19_3.1.4	Gerry and Gail to liaise about EOI submission.	Gerry/Gail	May Board 2019
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3.4 Online Media Report – Gail Spina*

Online media report tabled.

Main focus has been in seeking expression of interest from Orion Creative as alternative Website development and maintenance providers. They are currently preparing their informed quote and scope of work. Meeting scheduled end May between Orion, Toni, Jacky and Gail to discuss in detail. Interlated contract ends June 30, 2019. Should Orion be appointed there is likely to be an overlap in appointment of the two companies during June.

3.5 Membership Report – Jacky Tierney

Membership numbers holding steady. Primary membership renewal period over the next couple of months.

3.6 Conference Report – Gail Spina*

Conference report tabled.

Pep noted that symposia for the conference are scheduled to be finalised on Friday. All else regarding conference planning is going well. Five field trips are planned including two to properties with owners, and conference organisers are working on Lake McKenzie alpine restoration and burning field trip as well.

Strong interest shown through symposium submissions. Funding through Business Events Tasmania confirmed. Query about potential need to cap numbers should delegate interest exceed venue capacity – LOC to consider and advise.

4.0 SUBMISSIONS

No submissions.

5.0 GENERAL BUSINESS (Discussion and/or Voting)

5.1 Giving Circle Proposal – Gail Spina

Discussion of the Giving Circle proposal provided by FGWG.

The Giving Circle initiative is ready to launch as the ESA Springboard Fund. Still some web development to be done to accept donations and allow voting on grant proposals. Launch proposed end May early June. Agreed to set entry donation at \$50. Board members requested to actively promote through their networks.

5.2 Round 2 2018/19 budget bid outcomes – Gail Spina*

List of Round 2 funding requests and outcomes distributed. Clarified that KPIs are required against all budget requests so that outcomes can be assessed. Application of Wiley funds to be discussed by the Journals Working Group with a broader discussion on funding allocation under the terms of the new contract to be considered at Planning Day.

AGENDA ITEM #	ACTION ARISING	PERSON	DUE BY
Board_Mar_19_5.2.1	Allocation of Wiley funds to be added to the 2019 Planning Day agenda.	Chloe	September Board 2019

6.0 ANY OTHER BUSINESS (For Noting or Information Only)

6.1 April Board – Chloe Sato

A quick reminder that the Board agreed at Planning Day to meet **WEDNESDAY** April 24th for the April Board meeting, rather than Thursday 25th April (which is a public holiday). Variation from usual schedule due to ANZAC Day holiday noted.

7.0 LATE ITEMS

8.0 NEXT MEETING

April Board – 24 April 2019 (WEDNESDAY).
