



## BOARD MEETING MINUTES

**Meeting – Thursday 27<sup>th</sup> September 2018 (Meeting #8)  
Commencing 11:00 AEST**

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

**GoToMeeting:** <https://global.gotomeeting.com/join/787857285>

**Meeting ID: 787-857-285**

**Phone No: +61 2 9087 3604**

**GoogleDrive Documents:**

[https://drive.google.com/drive/folders/1njv1Xxdp-8bO420Ztg-V\\_CkrfNxeR0Uq?usp=sharing](https://drive.google.com/drive/folders/1njv1Xxdp-8bO420Ztg-V_CkrfNxeR0Uq?usp=sharing)

Distribution list: Don Driscoll (President), Amy Hahs (VP – Research), Dieter Hochuli (VP – Student Affairs), Bek Christensen (VP – Public Liaison & Policy), Kate Umers (VP – Membership & Communications), Chloe Sato (Secretary), Jeremy Huntley (Treasurer), Nigel Andrew (Austral Ecology – Chair; left 11:15am), Pep Turner (EMR – Chair, Editorial Board), Gerry Turpin (Ordinary Director – Indigenous Engagement), Noel Preece (Ordinary Director), Gail Spina (Executive Officer), Jacky Tierney (Finance & Membership Officer).

### 1.0 WELCOME AND APOLOGIES

#### 1.1 Chairperson's Welcome and Introduction

#### 1.2 Apologies

Present: Don Driscoll (President), Amy Hahs (VP – Research), Dieter Hochuli (VP – Student Affairs), Bek Christensen (VP – Public Liaison & Policy), Chloe Sato (Secretary), Jeremy Huntley (Treasurer), Nigel Andrew (Austral Ecology – Chair). Jacky Tierney (Finance & Membership Officer).

Apologies: Kate Umers, Noel Preece, Gerry Turpin, Gail Spina, Pep Turner.

#### 1.2 Minutes of Previous Board Meeting (August 2018) – for ratification\*

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

Moved: Nigel Andrew

Seconded: Bek Christensen

All in favour: motion passed.

### 2.0 ACTION ITEMS FROM PREVIOUS MEETINGS

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

Action List attached.

PD	Nov (#6) 2017	4.4.4	Rename AGM Annual Report to 'ESA Year in Review' and provide hyperlinks in document to improve accessibility.
Ongoing. To be completed when Director Reports come in (due October 16) and are collated.			
Board	Feb (#1) 2018	5.7.1	Discuss options for Giving Circle process for consideration by Board.
Defer to October Board.			
Board	May (#4) 2018	6.2.1	Develop draft recommendations for member advertisement of crowd funding projects online (including ESA moderation and approval process).
Done. Draft guidelines & draft form components attached for feedback. Gail will load to web after any amendment. <b>See Item 5.3.</b>			
Board	Jun (#5) 2018	2.1.1	Undertake content audit of website and highlight areas requiring action with relevant portfolio chairs

Done. The Web Audit is completed ( <b>attached</b> ) and action has started. At this stage, there are some preliminary actions for Toni, Gail & Interlated, then work will be allocated to Director portfolios. Toni will then contact each Director to discuss prior to next Board meeting.			
Board	Jul (#6) 2018	3.3.1	Issue research chapter activity survey and draft survey report for Board.
Done. Draft ready but needs to be uploaded to ESA survey monkey. Amy will contact Gail to upload in next week. Information from survey will be highlighted at ESA conference and in 'Year in Review' Research Director report.			
Board	Aug (#7) 2018	3.3.2	Pep to liaise with Practitioner WG to refine practitioner letter, for Board approval.
Defer to October Board.			
Board	Aug (#7) 2018	5.1.1	Discuss corporate membership options and support of conferences/2020 event with Wiley.
Done. Gail discussed potential corporate membership option with Rebecca. Wiley feel it can be accommodated and keen to make it work but she is going to check with their legal people to make sure no impediments. If no legal issues, we can sign off contract now and add an addendum clause later to allow for corporate membership when we know what it looks like. Gail would have preferred to lock it in before signing but we're not ready to go yet, so don't want to hold up contract any longer. Rebecca will advise next week. Rebecca will also investigate best way to manage any corporate membership logins for multiple staff members to work with their system, so we don't get any glitches there.			
Wiley happy with corporate membership in contract. Can be signed and finalized soon. Up to Board to decide how we want to manage corporate membership: one logon for corporation or individual logons for people in corporation. Gail and Jacky to discuss best method and will report back on discussions to Board.			
Board	Aug (#7) 2018	5.4.1	Don to use ESA sponsorship process to seek out-of-session horse conference endorsement from Board.
Done. <b>See Item 5.2.</b>			

### 3.0 REPORTS

#### 3.1 Treasurer's Report – Jeremy Huntley\*

Financial statements attached.

Revenue up and expenditure down. Looking good but may be timing related. September results will give us a better idea of whether to revise end of year figures.

No changes requested to financial statements in out of session circulation. The capital in Barbara Rice fund is declining but there is potential through investment to use growth rather than losing capital. Investment options will be discussed with Perpetual.

Board agreed that financial reporting would occur monthly but that reports need only be discussed in Board meeting if Board members have queries about the report, or if the Treasurer wants to discuss matters within the report with the Board.

***MOTION: That the 2017/2018 financial statements be approved by the Board and endorse that the Treasurer signs on behalf of the Board.***

Moved: Jeremy Huntley

Seconded: Don Driscoll

All in favour: motion passed.

#### 3.2 Correspondence Report – Chloe Sato

No correspondence.

#### 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 27 September 18
<b>President</b>	JOURNALS	Don Driscoll	The contract for both journals is waiting on final changes to be made by Wiley. Nigel Andrew is developing an Austral Ecology 'strategy group' to work through issues from the strategic plan and from the Board meetings. He will meet with Wiley in early October to update publication types in the journal.
	INDIGENOUS ENGAGEMENT	Gerry Turpin	Invitation sent for first meeting, tentatively for Thurs 1st November in Cairns. Still to be confirmed.  The IEWG is investigating making a bid for the International Society of Ethnobiology conference in 2020 with Cairns proposed venue. This will be pursued in conjunction with the Conference Working Group and brought back to the Board once we have more information - bids have not yet been called but expected in October.
	ACADEMIC FREEDOM	Don Driscoll	Survey finalised.  30-50 people sought to test run the survey to ensure the survey will produce data that answer our questions.
<b>VP Student Affairs</b>	STUDENT ACTIVITIES & AWARDS	Dieter Hochuli	Travel awards handled by Gail and Jacky. 45 travel awards granted with a high percentage from Melbourne.  Many emails and a lot of interest in the Holsworth/ESA Research awards. There is overlap in applications and these awards can be held at same time.  Conference has a looming issue of 25 student talks on the last morning, which makes it hard to finalise awards during conference.  Mike Bull to be decided by Friday – 6 paper in Austral by students this year.
	EDUCATION	Vacant	Looking to gather momentum and buy-in at Brisbane conference. Possibility of session/lunch on Wednesday of conference.  Possible members include Charlotte Taylor (Usyd tertiary and school ecology), Ryan Keith (Uysd postgrad, env education, focus on years 3-8),

Oversight	Working Group	Chair	Update as at 27 September 18
			<p>Yvonne Davila (UTS educational design, ex PhD in Ecology), Kirsty Abbot (UNE, outreach).</p> <p>Look at activities of American ESA education group as a guide, and develop draft ToR at conference. Dieter will circulate to Board.</p> <p>Thinking about conference sessions for 2019; potential for 'Schools to Uni and Beyond' workshop/session?</p>
VP Research	EARLY CAREER ECOLOGISTS	Amy-Marie Gilpin	Proceeding with plans for workshop at ESA18.
	RESEARCH CHAPTERS	Vacant	Issuing annual activity online survey in next week.
	RESEARCH AWARDS	Amy Hahs	<p>No activity. Angela Moles is recipient of AERA and Ayesha Tulloch is recipient of Wiley NextGen award. Chris Dickman was Gold Medal award winner.</p> <p>Gail has forwarded a list of people to contact for the Research Awards WG.</p>
VP Member Communications	EQUITY	Vacant	No update.
	CONFERENCES	Jodi Price	No update.
	PRACTITIONER ENGAGEMENT	Sacha Jellinek	No update.
	BULLETIN	Dustin Welbourne	No update.
	MEMBERSHIP	Kate Umbers	No update.
VP Public Outreach & Policy	MEDIA	Euan Ritchie	Met 11 Sept. Planning for media activity for ESA2018. ECR media communication awards has attracted extensive interest – applications close 20 Oct. Working on ideas for Holsworth 30 <sup>th</sup> anniversary including <i>The Conversation</i> and possibly ABC TV.
	POLICY	Bek Christensen	Completed the submission to the Inquiry into Australia's Faunal Extinction Crisis. VP Public Policy and Outreach and Exec Officer met with Qld Minister for Environment and Science to discuss ESA2018 and other policy matters. Possible follow up activity with Qld Chief Scientist's Office regarding threatened species policy. VP (PP&O) sitting on

Oversight	Working Group	Chair	Update as at 27 September 18
			selection panel for STA's Superstars of STEM.
Treasurer	FINANCIAL GOVERNANCE	Jeremy Huntley	Will meet perpetual at end of October.
	FUNDRAISING & SPONSORSHIP	Vacant	Group not active.

### 3.4 Online Media Report – Gail Spina\*

Online media report circulated. Please send through any questions about the report to Gail and she will reply via email.

### 3.5 Membership Report – Jacky Tierney

Verbal update. A detailed report will be provided at Planning Day.

1100 members to date (conference contributes to increase). Renewal rate to August has improved which is excellent.

### 3.6 Conference Report – Gail Spina\*

Conference report circulated for noting.

Close of early bird is 533 registration (more than total registrations for last conference)! Accommodation set aside by hotels is filling up fast.

Conference is above sponsorship target. Gail, Jacky and Jeremy to discuss whether we can review financials for conference for the year.

## 4.0 SUBMISSIONS

### 4.1 Inquiry into Australia's Faunal Extinction Crisis – Bek Christensen\*

Final submission by the ESA for the Inquiry into Australia's Faunal Extinction Crisis attached for noting by the Board. 35 contributors, which is excellent; media options now and during conference are being investigated.

## 5.0 GENERAL BUSINESS (Discussion and/or Voting)

### 5.1 STA Cluster Rep Nomination – Bek Christensen/Gail Spina\*

Emma Bennet's application and STA information circulated. Board to decide whether to endorse Emma as an ESA candidate for STA. Glenda Wardle's application for STA cluster rep was circulated as a late item.

Plant and ecological sciences cluster; any member of ESA can nominate for position and can nominate independent of Board knowing. ESA put call out so Board has a chance to see nominations before they go to STA. STA then convenes and decides who next cluster rep will be. Bek will be represented by STA group who decides on cluster rep, so has an opportunity to feed ESA's preferences to group.

Board endorses the applications of both nominees.

AGENDA ITEM #	ACTION ARISING	PERSON	DUE BY
Board_Sept_18_5.1.1	Don to email Gail and Toni about filtering/email issues; are emails getting out to all of the membership?	Don	October Board 2018

**5.2 Request to use ESA logos – Bek Christensen & Don Driscoll\***

Request to use logo applications circulated. Board to decide whether to approve application for ESC/TERN and for the Horse Conference.

Board approves ESC/TERN request to use ESA logo. Board approves the use of the ESA logo for the Horse conference.

For use of logo, ESA can communicate to membership via e-news (during conference promotion) and social media (during conference) that we endorse a meeting and why. That way, if use of logo is misinterpreted, ESA has an avenue to defend the use of the logo.

**5.3 Draft Crowd Funding Guidelines – Gail Spina\***

Draft guidelines and draft form components circulated. Gail is looking for feedback from Board on the Guidelines and Form. She will amend documents based on this feedback and load to the ESA website.

With regards to crowd funding application, Board recommends that it sits behind the ESA login.

AGENDA ITEM #	ACTION ARISING	PERSON	DUE BY
Board_Sept_18_5.3.1	Don to email Gail to indicate that ESA Board recommends that ESA crowd funding application sits behind ESA login on website.	Don	October Board 2018

**6.0 OTHER ITEMS (Noting and/or Information)**

**6.1 Calendar – Gail Spina\***

The calendar is at the printers! PDF is attached for information. Please advertise the calendar within your networks. The Board extends a big thank you to the calendar team for another great product!

**6.2 AGM Director Reports – Chloe Sato\***

Director reports for this year’s AGM are due October 16. Please start sending them through to the Secretary to collate. If you need some guidance, last year’s reports are attached.

**7.0 LATE ITEMS**

**7.1 Next year’s conference location**

Ask LOC to heavily promote conference during ESA18. Bek to feed to this year’s LOC, as well as discuss with Gail/Trisha to take to next year’s LOC.

**8.0 NEXT MEETING**

**October Board** – 25 October 2018.

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Meeting close: 12:04pm