

MOTWS Minutes of Executive Board Meeting -4/26/07

Attendees: Mike Schroer-President, Tim Russell-Past President, Tom Kulowiec-Treasurer, John Vogel-President Elect, Bob Alexander-Board Member at Large, and Mike Hubbard-Secretary

Meeting was called to order by Mike Schroer at 13:10

Old Business:

Minutes from last Executive Board meeting have not been located. *Mike Hubbard will follow up with past Secretary Chris Newbold related to the location of the Minutes.*

A question was raised related to the MoTWS state chapter becoming a member of the Conservation Federation of Missouri. This motion had been made at the annual board meeting and approved by the membership in January, 2007. It does not appear that the dues have been paid to CFM. Mike Schroer directed *Tom Kulowiec to follow-up and pay the \$150 dues.*

Hats for fund raising. Tim Russell showed the Executive Board a prototype hat for future fund raising events. He stated that the prototypes were well received at the MNRC. We can acquire them for ~\$7.00 each, including shipping. Tim presented a motion to order 300 hats (which is the minimum order). The Executive Board passed the motion and recommended that we order 300. *Tim Russell will make the order and we should have the hats by mid-summer.* A discussion related to giving the first 25 new members a hat occurred. The board decided to wait until the hats were in hand to decide on their distribution and use.

New Business:

For the past 2 years MoTWS Chapter has paid the Graduate Student Fellowship to University of Missouri-Columbia (UMC) out of chapter funds. We need to make sure and not take money for the Graduate Student Fellowship that is given at UMC out of MoTWS chapter funds. This scholarship is only open to UMC students because the trust, that contains the funds for the scholarship are held at UMC. UMC is responsible for paying this and our chapter is a partner that helps in selecting a winner and the in distribution of the scholarship. *Tom Kulowiec will contact Josh Millspaugh at UMC to see how much money is in the scholarship fund since disbursements have not occurred for the last few years.*

Since the Chapter has been funding the \$750 Fellowship for the past several years, but the fund at UMC was suppose to be, the Executive board discussed continuing to fund a scholarship for \$750 open to students at all Universities. Mike Hubbard will go through old files and see if there is a copy of the original agreement with UMC related to the original Graduate Student Fellowship that was set up in 1984. The Board is supportive of creating a Graduate Student Fellowship, open to all students, but the load on our fund balance is of concern. Tom Kulowiec will find out about our balance on the UMC account and determine why we have been funding the scholarship for the past few years.

The Executive Board will bring the idea of a new Graduate Student Fellowship open to all students before the membership at the next annual meeting (John Vogel will present the idea).

Spring Workshop: approximately 32 students attended the workshop this year. A survey was given to attendees at the 07 workshop related to how they liked it and possible improvements. Attendees really liked the herp work and Jeff Briggler's presentation. They liked the raptor section and trapping work and situations where they had to interact with students from other organizations. The students realized that the indoor sections were necessary, but would prefer other options if possible. They also enjoyed the competition. Another suggestion was to provide the cable restraints to all students and let them actually set the restraints. A suggestion to have a Friday evening icebreaker for those that could attend was made. Facilities for the 2007 workshop were considered excellent. Timing of the Workshop seemed appropriate. For next year (2008) most people thought the Workshop should be in central Missouri to be as close as possible to as many folks as possible. All attendees thought the workshop should occur every year due to the constant turn-over of students. Attendees would like to have a session or handout related to tips for getting into grad school and landing employment. They were also interested in training opportunities related to electro-shocking, deer management, and burning.

An idea was brought up to create a scavenger hunt where students from different chapters were put on teams to find and list answers to certain questions before they received the next clue. *This will be further explored by John Vogel before the 2008 Workshop.* A discussion about giving students a list of questions that make them talk to professionals at the mixer at the 2008 Workshop occurred. Mike Schroer recommended that *John Vogel talk with Vicki Jackson about next year's Workshop.* The Workshop location should be in central Missouri next year. The Board agreed that the date for next year's workshop would be April 4-6, 2008. The Board would like to get the Missouri Chapter of the American Fisheries Society (AFS) to participate in the 2008 Workshop, especially since many of the students would like to learn about electro-shocking. *John Vogel will follow-up and find out if AFS would be interested. John will also check with the student chapter of Society of American Foresters (SAF) related to their involvement in future workshops. Mike Schroer will check on facilities in central Missouri for the 2008 workshop (Catfish Katie's in Hartsburg and the Community Center at Rocheport).*

Committee Vacancies: The Executive Board is looking for a Chair for the 2011 Missouri Natural Resources Conference (MNRC) Steering Committee. Aaron Jefferies has been approached and is considering the position. *Mike Schroer will also check with DeeCee Darrow and Larry Vangilder.* Bob Schroeppele may take the chair position for the Farmer Conservationist Award. Membership, Nominating/Elections and Professional Development committees need new chairs. *Bob Alexander will speak with Rosemary Hienen (APHIS) about chairing the Membership Committee. Tom Kulowiec will follow up with Mike Wallendorf related to chairing either the Nominating or Professional Development committee. Jennifer Mittlehauser will be contacted by Mike Schroer related to chairing either the Nominating or Professional Development committee as*

well. Bob Alexander will check with Robert Byrd related to chairing the Professional Development committee. Dennis Figg will continue to chair the Runge award committee, Dean Stucker will continue with Raffles and Margie Mitchell will continue to oversee the Operation Manual.

It was expressed that the MoTWS Chapter needed a donation receipt to give to individuals that supported our fund raising efforts. *Tom Kulowiec will create a donation receipt for the MOTWS chapter.*

Treasurer's Report : Tom Kulowiec reported that the ending balance for the Chapter as of 4/26/07 was \$8,477.27. See attached report for details on expenditures. Tom will transfer \$0.14 out of the secondary share Account (National TWS Endowment Fund) and close that account.

Tax exempt forms to present to vendors are currently available from Tom Kulowiec. The Executive board noted that we need to add the responsibility of updating that letter to the Treasure's responsibilities in the Operations Manual. *Tom Kulowiec will work with Margie Mitchell to incorporate that addition to the Treasure's list of responsibilities.*

Auditing the State Chapter funds was discussed by the Executive Board. It was apparent to the Board that in order to follow the Official Operations Manual for the Chapter, 2 additional chapter members needed to work with the auditor to verify our records. Our current auditor is Julie Flemming and she has agreed to continue those responsibilities for another year. *Bob Alexander will ask someone from APHIS and Mike Schroer will check with Tom Bell to see if they would be willing to sit on the Audit Committee with Julie Flemming.*

MoTWS Chapter has been approached by the Endangered Species Run committee for a donation to support the fund raising event. *Mike Schroer will follow up with Peggy Horner and ask for an outline of how the proceeds from the event are used/distributed. The executive board will make a final decision related to possible contributions at the next meeting in July/August of 2007.*

Mike Schroer requested that all Board Members keep a list in a MSWord document related to their MoTWS activities this year so Margie can keep the position responsibilities list up to date.

The Executive Committee reviewed the Operations Manual and Bylaws. All changes will be forwarded to Mike Schroer for incorporation into the Operation Manual. Any recommended changes in the Bylaws must go before the membership at the annual meeting for consideration. *Mike Schroer will get a copy of The Wildlife Society Bylaws to determine how to make/recommend changes to Chapter Bylaws.*

A recommendation was made to change Article IV, section 3 related to allowing members who pay their dues prior to the annual business meeting to vote for the new

Executive Committee. Article III should also be changed to reflect that votes may be cast for the Executive Committee after January 1 and before the Annual Business Meeting.

Tom Kulowiec will check to make sure that the Conservation Employees Credit Union is federally insured to stay in compliance with Article VII, section 2. Clause C.

Article VII, Section 4 may need to be modified to reflect the electronic version of Operations Manual.

Article VIII, Section 1 – strike “and special committees such as Hospitality” from this section.

Article VIII, Section 2, Clause L – the board discussed our lack of knowledge of the James D. Chambers Memorial Scholarship fund. *Mike Schroer and will seek additional information from Glenn Chambers and Eric Kurzejeski*

Article VIII, Section 2 – *propose a new clause (M) to be written by Tom Kulowiec related to the Conservation Heritage Scholarship.*

It was also noted by the Board that Appendix C- “E. Sydney Stephens Award Recipients”- should be updated with the names of the winners for 2004, 2005, 2006, & 2007.

There was also a discussion about the need for the MoTWS Chapter to have one of the Executive Board members attend the National TWS meeting. It was decided that it would be preferable to have the president-elect in attendance, but other executive board members could fill our needs if the president-elect had other obligations and could not attend. It was also decided that the Missouri State Chapter should consider using travel funds to make sure a member of the Executive Board was in attendance if other sources of travel money could not be acquired.

The meeting was adjourned at 16:53.

ASSIGNMENTS

Mike Schroer:

- *Contact Jennifer Mittlehauser related to chairing either the Nominating or Professional Development Committee*
- *Contact DeeCee Darrow and Larry Vangilder about Chairing the 2011 MNRC committee*
- *Follow-up with Peggy Horner and ask for an outline of how the proceeds from the Endangered Species Run are used/distributed and report back to Board at next meeting for decision on donation*
- *Keep a list in a MSWord document related to MoTWS activities so Margie Mitchell can keep the position responsibilities list up to date*
- *Make all changes to the Operation Manual*
- *Compile all suggested changes to MoTWS Bylaws*
- *Acquire a copy of The Wildlife Society Bylaws to determine how to make/recommend changes to Chapter Bylaws*
- *Check on facilities in central Missouri for the 2008 workshop (Catfish Katie's in Hartsburg and the Community Center at Rocheport)*
- *Check with Tom Bell to see if he would be willing to sit on the Audit Committee with Julie Flemming.*

Tim Russell:

- *Order 300 Fund raising hats*
- *Keep a list in a MSWord document related to MoTWS activities so Margie Mitchell can keep the position responsibilities list up to date*

Tom Kulowiec:

- *Follow-up and pay CFM dues*
- *Contact Josh Millspaugh related to funds for the Graduate Student Fellowship, given to a UMC student*
- *Follow-up with Mike Wallendorf related to chairing either the Nominating or Professional Development committee*
- *Create a donation receipt for the MOTWS chapter*
- *Work with Margie Mitchell to incorporate updating the Tax-Exempt letter to the Treasure's list of responsibilities*
- *Keep a list in a MSWord document related to MoTWS activities so Margie Mitchell can keep the position responsibilities list up to date*
- *check to make sure that the Conservation Employees Credit Union is federally insured*
- *Write a new clause (M) related to the Conservation Heritage Scholarship*

John Vogel:

- *Bring the idea of a new Graduate Student Fellowship open to all students before the membership at the next Annual Business meeting*
- *Talk with Vicki Jackson about 2008 Workshop and explore the incorporation of 2007 Workshop evaluation/survey results*
- *Follow-up and find out if AFS and SAF would be interested in being involvement with future workshops*
- *Keep a list in a MSWord document related to MoTWS activities so Margie Mitchell can keep the position responsibilities list up to date*

Bob Alexander:

- *Speak with Rosemary Hienen (APHIS) about chairing the Membership Committee*
- *Check with Robert Byrd related to chairing the Professional Development committee*
- *Ask someone from APHIS to sit on the Audit Committee with Julie Flemming*
- *Keep a list in a MSWord document related to MoTWS activities so Margie Mitchell can keep the position responsibilities list up to date*

Mike Hubbard:

- *Follow- up with past Secretary Chris Newbold related to the location of the Minutes from the last Executive Board meeting*
- *Keep a list in a MSWord document related to MoTWS activities so Margie Mitchell can keep the position responsibilities list up to date*