

# **PSO Board of Directors Meeting**

**Boalsburg, PA**

March 3, 2018

The PSO Board of Directors met with the following members present: Jarrod Derr, Mike Fialkovich, Greg Grove, Frank Haas, Margaret Higbee, Roger Higbee, Chad Kauffman, Sandy Lockerman, Annette Mathes, Andy McGann, Flo McGuire, Holly Merker, and Emily Thomas. Mike called the meeting to order at 11:55 a.m. Only six members were actually present when the meeting began due to road construction on Route 322. The other seven were stuck in traffic. Holly, Chad, and Annette joined the meeting by phone.

## **Newsletter – Margaret**

The next newsletter will be out this month. Margaret was concerned that the conservation article asked members to support a House bill. She wasn't sure if this was legal due to our nonprofit status. It was decided that it is. She does need some small filler articles.

## **PSO Journal – Greg**

Greg said that the 2015 PORC report would be published in the next issue of *PA Birds* thanks to Mike. He would also like to publish an updated list of bird species of Pennsylvania. Gene Wilhelm and Nick Bolgiano are writing articles for the journal. Ted Nichols will soon be deployed with the National Guard, but he thinks that he should still be able to continue being the photo editor.

## **Education Committee – Holly (by phone)**

There was only one applicant for the scholarship for one of the young birder camps which cost approximately \$1400 to \$1500. This may be because we are only offering a partial scholarship of \$600. Holly would like PSO to offer the entire amount for one of the camps. One possibility would be to have a donation check-off box on the annual meeting registration form.

The annual meeting youth scholarship also needs to be supported. George Armistead from Rock Jumper Tours may donate toward this scholarship again. Holly will contact him. Greg said that the State College Bird Club is willing to donate up to \$500 for an annual meeting youth scholarship for any youth who lives in Centre county or any of the adjacent counties.

Holly mentioned that there will be a Young Birder Spotlight article in the *Pileated* for a total of two young birders highlighted in the newsletter.

## **PORC – Holly**

Holly reviewed some information about PORC and its structure and operation. There are six members presently on the committee of which she is the chairperson. Ian Gardner is the secretary and a nonvoting member. PORC met on February 3 and decided to add a seventh member to the committee as outlined in their bylaws. A 21-day review deadline for submitted records was also instituted to make sure reviews are completed in a timely manner. They are still reviewing records from 2016, and their goal is to have all reviews completed by June of 2018. Holly mentioned that there is a new state list of birds through 2015. She has also created a new email address to send out notifications to those who submitted records for review. The committee has several goals. One is to integrate PORC's records into eBird, and another is to integrate the PORC website into the PSO

website. Another very important goal of the current PORC is to be more transparent to the PSO Board, and the Pennsylvania birding community. It was also decided that the bylaws for PORC should remain bylaws and not changed to any other name. Holly also discussed that Billy Weber and Devich Farbotnik are working on a state list coding system much like the ABA's codes using 1-5 for each species in relation to their occurrence in Pennsylvania.

**A 20-minute break was taken so that the seven members of the board stuck in traffic could join the other six members at the meeting. The meeting resumed at 1:05.**

### **Treasurer's Report - Frank**

Frank distributed the treasurer's report on line prior to the meeting. He said that there was nothing unusual about the finances. He also mentioned that the membership has not changed much. He related that only nine members responded to the notice that they could receive the journal on line.

We discussed whether to print new checklists for sale. The general consensus was that we should print new checklists but maybe not as many as previously since the taxonomic order changes so frequently. The number to be printed will be Frank's decision as printing cost versus sale price must be considered. We will not reprint the annotated list of birds for Pennsylvania because it is already on the website. The board decided to have a printable checklist on the website but it will be available only to members.

### **Website – Frank**

Frank reported that he has the new website up and running. There will be permissions for board members to add content to the new website, and board members will be able to edit their sections of the site. The birding site guides still need work because of constraints on his time. They are currently not available on the website. Frank will make a temporary fix on county site guides so that they may be accessed.

Chad questioned if important information could be placed on the website for board members as there seems to be some trouble with the Google Groups email. Frank said that he can create areas on the site that are accessible only to certain people. Before he does that though, he will send out a test message to see if everyone receives it through Google Groups.

Several people have mentioned that they think that the website needs to be "prettied up." Frank said that he thinks that it looks fine the way that it is and that no cosmetic changes are needed. However, if someone wants to find someone to work on it, that is OK with him. He needs outside help with that kind of programming. Mike said that he will contact Geoff Malosh to see if he can help with that aspect.

### **COAs – Sandy**

There are four new COAs.

### **2018 Annual Meeting – Mike and Annette**

The 2018 annual meeting will be held in Meadville on September 15, 16, and 17. Mike reported that none of the motels in the area have conference halls large enough to accommodate our meeting. Therefore, he has had to contact other possible locations for the meeting and banquet. He investigated two possible locations in the area -- Allegheny College and the Italian Club. The rental

for a hall at Allegheny College was between \$300 and \$500 dollars per day, depending on the size of the room. The other possibility, the Italian Club, does not charge for the use of the hall but only for the catering. Mike said that they can provide either a sit-down or buffet venue. After a short discussion, the board decided that the Italian Club would be the better choice. Mike will contact them to confirm the meeting date and decide on the menu.

Possible field trip locations and leaders were briefly discussed.

Possible speakers were discussed. Dr. Ronald Mummy, who is conducting research on Hooded Warblers, was suggested as the banquet speaker. Suggestions for possible speakers for the afternoon sessions included The Purple Martin Society, PA Game Commission on Bald Eagles in the Pymatuning area, Andy McGann on Geo Tracking, Jerry McWilliams or Mary Birdsong on Piping Plovers at Presque Isle, and Sarah Sergeant on bird banding at Presque Isle. Emily volunteered to conduct a bird ID quiz on Friday night. This would be in the form of a friendly competition to see who can identify the most birds from the clues provided.

Annette discussed the list of tasks that are necessary for the annual meeting. There are still a number of volunteers needed to help with the meeting. Included separately, at the end of the minutes, is the list.

### **Voting by Email – Annette**

Annette raised the previously debated issue of whether or not PA law allows the board to vote by email. Annette suggested that a guideline the board could use is that when the issue to be voted upon has no legal consequence, it's ok to vote by email.

Frank moved to adjourn, and Sandy seconded the motion. Everyone was in favor of the motion. The meeting was adjourned at 3:00 p.m.

Respectfully submitted,

Roger Higbee  
Secretary

**PSO Annual Meeting  
Schedule of Major Tasks**

Date	Action	Person(s) Responsible
1. At least one year in advance.	Reserve meeting space for Friday night and all day and night Saturday and block of rooms for attendees for Friday and Saturday nights. Should be able to host at least 130 for the meeting and 120 for the banquet. Important to understand what meeting space and amenities are required, and best to negotiate with more than one hotel. Coordinate with item 2 below.	Mike Fialkovich
2. As required by hotel	Select refreshments, dinner, early breakfast, and cash bar options. Try to get 5:30 breakfast included in room rate if possible. Coordinate with item 1 above. <i>Calie - Sharon Lynch</i>	<i>Mike</i>
3. 3 months in advance	Select and order meeting pin, which is the mascot bird for the meeting	Mike Fialkovich will select the pin. Frank Haas will order pin.
4. Beginning one year in advance	Select field trips and trip leaders. Field trip leaders should be local, if possible, and know the area they are leading. Involving local birding clubs or Audubon chapters is ideal. Consider limiting field trips to 12 participants.	Chad Kauffman (Field Trip Chair) in conjunction with local birder and/or birding organizations.  <i>Mike</i>
5. Beginning one year in advance	Select one speaker (or other entertainment) for Friday night, two for Saturday afternoon, and one banquet speaker. Coordinate with item 6 below.	Mike Fialkovich
6. Beginning one year in advance	Select Poole and Conservation awards nominees to be approved by the PSO board. Select as soon as possible, in case one of the winners would be a good choice for banquet speaker.	Vern Gauthier (Vice President) and Nominating Committee
7. Beginning six months in advance	Select Youth Scholarship winners.	Holly Merker (Education Committee Chair) and Education Committee
8. Beginning nine months in advance	Select T-shirt design and vendor, making sure "true" women's sizes are offered. Require that shirts be ordered at registration since there would be little demand for leftovers.	<i>Annette Vern</i>
9. Beginning one year in advance	Select vendors for exhibit on Friday evening and Saturday afternoon. Send necessary communications to vendors and coordinate with item 1 above to be sure there are enough tables.	Evan Mann <i>Chad</i>

Date	Action	Persons Responsible
10. Beginning one year in advance	Publicity: Announce meeting dates and location to PSO membership and publicize via the PSO website, PA Birders list serve, Facebook, local birding clubs, etc.	Deb Grove
11. Beginning six months in advance	Begin preparation of registration and field trip materials.	Annette Mathes (Annual Meeting Chair)
12. Two to three months in advance	Implement online registration. Receipts for registrations should be sent to all registrants. There should be one point of contact for registration questions. Registration and refund deadlines should be set for banquet, t-shirts, etc. No-walk-in registration policy.	Frank Haas will set up the registration form on the PSO website. Vern Gauthier will manage the actual registration.
13. Two Weeks in advance	Send out field trip info to all the participants to allow for carpooling, etc.	Chad Kauffman
14. Friday afternoon into evening	Two people to man the registration desk—four, if possible, so that we can take shifts.	See separate schedule
15. Saturday afternoon before and during lectures	Two people to man the registration desk—four, if possible, so that we can take shifts.	See separate schedule
16. Saturday evening	Two people to man the registration and registration desk—four, if possible, so that we can take shifts.	See separate schedule
17. Friday and Saturday of meeting	Two people to man the PSO table.	Margaret & Roger Higbee
18. Friday and Saturday of meeting	Need one person to make sure technology is working properly during all meeting events.	Jarrod Derr
19. Friday and Saturday of meeting	Manage 50-50 game (optional). Other types of fundraisers can be offered as well.	Chad Kauffman
20. Friday and Saturday of meeting	Need at least one person to make sure banquet rooms are set up as desired and all other details are in place.	Annual Meeting Chair, President, and all other committee chairs and members as appropriate.