



# Midwest Bat Working Group

## Board of Directors

Meeting Minutes

Annual Meeting

06 April 2017

### Attendees:

Rob Mies, President  
Jennifer Norris, Vice President  
Brienne Walters, Treasurer  
Marne Titchenell, Secretary  
Tim Carter  
Paul White  
Joe Kath

Megan Martin  
Kari Kirschbaum  
Tim Divoll  
Brian Heeringa  
Katrina Schultes  
Vanessa Rojas  
Al Kurta

Meeting called to order by: Rob Mies 8:03 AM(EST)

### **Agenda:**

- Welcome New Board Members
- Review MWBWG Bylaws
- Non-profit Status Report
- Treasurer Report
- Membership Committee Report
- History Committee Report
- Award Committee Report
- Website Committee Report
- Annual Meeting Committee (2018 & 2019 plans)
- Committee Assignments

### **Action Items:**

- **Tim** - will send us a list of election to-do's/reminders that he used for SBDN. **DONE**
- **Everyone** - work on recruiting new directors/officers for the board and send Jenny names
- **Jenny** - will create/send out bios for next year's candidates, send out reminders
- **\*Rob** - set up conference call to discuss to election of officers and directors.
- **Marne** - will send out reminders 6 and 2 months before annual meeting to revisit action items
- **Rob** - will send in check for the FEIN, set up the bank account, and fill out the appropriate yearly paperwork. - **FEIN # DONE**
- **Brienne** - will keep a file with the FEIN #, tax-exempt #, letters of good standing, and other documents regarding the bank account and non-profit status.
- **Brienne** - will start creating internal accounts to keep track of dedicated funds (auction moneys, etc.).
- **Al** - will send Paul a bio to post on the website. - **DONE**
- **Rob** - set up online google registration form.
- **Tim** - will coordinate with Rick about awards, silent auction, and membership and communicate info back to the committees. He will also have Brienne added to the planning email chain.
- **Joe** will have the date and place set by the joint meeting in order to share with the membership.

## Committee Action Items:

- **Membership committee** - decide how we want to be involved in the joint meeting (donate to the conference and/or have a vendor table). Decide on swag for joint meeting.
- **Awards committee** - decide how to assign student awards to MWBWG members at the joint conference (Tim to coordinate with Rick).

## Welcome New Board Members

President - Rob Mies (re-elected)

Treasurer - Brianne Walters (re-elected)

Directors - Tim Cater (re-elected) and Al Kurta, outgoing Tim Carter and Megan Martin (staying on as social media rep in website committee)

## Committee Assignments

Annual Meeting Planning - Brianne Walters, Tim Carter, Rob Mies

Nominations & Elections - Rob Mies, Jennifer Norris, Al Kurta

Awards - Kari Kirschbaum, Marne Titchenell, Joe Kath (Brian will help with the silent auction and communicate results to awards committee (for student travel awards))

History/Bylaws - Katrina Schultes, Brian Heeringa

Website - Paul White, Brian Heeringa, Megan Martin

Membership - Brianne Walters, Marne Titchenell, Tim Divoll, Joe Kath

## Review MWBWG Bylaws

- Question 1: Do we continue to vote before the meeting, or change the bylaws to have voting at the meeting? Currently, the bylaws say we have to vote before the annual meeting. We have 104 members and only 14 members voted (probably the board). How do we increase participation on the board, or at least get in new blood?
  - Discussion: We discussed voting at business meeting on Friday, introducing candidates during the annual meeting the day before. However, not everyone can attend the annual meeting and therefore wouldn't get to vote. We also discussed introducing candidates at the annual meeting, voting at the meeting and after the meeting, with terms not starting officially until after the annual meeting and voting was completed. However, we still want the option of voting before the meeting and think sending out bios before the meeting is still a good idea.
  - **Decision**: All are in favor of changing bylaws to allow voting at the annual meeting. Voting will still take place before the meeting, and conclude at the annual meeting. Bios for candidate with pictures will be sent out in advance of the meeting with constant reminders to vote. Everyone on the board will make an effort to reach out to potential candidates. Appointments would start officially at end of the annual meeting, but candidates are welcome to come to the board meeting. *Action Items: TIM will send us a list of election to-do's/reminders that he used for SBDN. JENNY will create/send out bios for next year's candidates, send out reminders*
- Question 2: Currently, the membership votes for new directors and officer positions. Do we want to change to the membership voting to elect only directors, with the directors then selecting officer positions (president, vice president, secretary, treasurer) from within the board?
  - Discussion: Could be a good way to introduce new people into officer positions.

- **Decision:** Jenny made motion for the board to elect just board members; the BoD then elects the officers. Brian to second, all in favor, motion carried. *Action Item: TIM and JENNY will sit down and reword bylaws to introduce at business meeting*
  - **\*During the meeting, there was additional discussion and concerns about this decision. It was decided that another conference call was needed with board to re-visit the issue. Rob will set up the conference call.**

### Non-profit Status Report

- We have achieved non-profit status. Special thanks to Joe Johnson for doing the paperwork! What are the next steps?
  - Discussion: We should have our own bank account, which will require an FEIN (federal employer identification number). It will cost ~\$400, and there is a (very easy) form we need to fill out. Since we are non-profit there is no need to file taxes, as long as we don't make more than \$25,000 per year. Al noted that we must fill out the form every year (saying we do not make more than \$25,000) in order to keep our tax-exempt status. Only the president and secretary have signing authority on the bank account, but the president can give the treasurer signing authority. *Action Items: ROB will send in check for the FEIN, set up the bank account, and fill out the appropriate yearly paperwork. BRIANNE will keep a file with the FEIN #, tax-exempt #, letters of good standing, and other documents that will be needed for further work.*

### Treasurer Report

- Brianne shared that current dues are \$9062.21 (with which we maintain website, student awards, and swag). After registrations, we are \$3640.37 in the black. Paul said that meeting costs will go up, likely putting us a little bit in the red. Sponsorship was excellent this year with a total of \$9300 (20 sponsors).
- Tim commented that the working group is getting good feedback. For such a young organization this is commendable - great work everyone!
- What should we do with excess moneys? Support bat festivals? Support combined meeting with a donation? Educational display for MWBWG? More student travel awards?
  - Discussion: Tim suggests having a cushion to cover an annual meeting in case a last minute cancellation was necessary. Al reported that NASBR also keeps enough money in bank to cover a meeting, roughly \$15,000. Marne and Kari suggested creating a second travel award for undergraduates.
  - **Decision:** All were in favor of building our accounts to cover the cost of a meeting (\$15,000). All were in favor of creating a second travel award (\$200 plus registration and membership dues) for an undergraduate. *Action Item: BRIANNE will start creating internal accounts to keep track of dedicated funds (auction moneys, etc.).*

### Membership Committee Report

- Before the meeting we have 104 members. New ideas for swag were discussed, particularly for the joint meeting to entice new members to join. Some ideas were: pint glasses, shot glasses (however not everyone at the meeting will be 21 years old).

### History Committee Report

- Katrina will take picture of the annual meeting and will be meeting with Brian to discuss other ideas.

### **Award Committee Report**

- Kari reported that Scott Johnson was nominated to receive the Dave Redell Award. He is not able to attend the meeting, but we will call him to present the award. Marne reported that Briana Anderson from Missouri State University is the recipient of the travel award and will be presented with a certificate and check along with the other student awards on Friday afternoon.

### **Website Committee Report**

- Continue to send Paul items to post. *Action item: Al will send Paul a bio to post online.*
- Brian asked if there is an email for our group? Brienne says yes, it is through ISU. It was agreed to leave it as is.
- Megan Martin will continue to do social media but will welcome help.

### **NABCA Update**

- Vanessa is our NABCA representative; there is a rep from every working group and that rep is the correspondent back to the group. A motion made by Tim for Vanessa to continue to be our rep, Joe to second, all in favor, motion passed.
- NABCA has been working on a list of major threats for bats with plans to publish a document soon. They are also working on a Wiki to compile research on bats for incoming professionals.

### **Annual Meeting Committee Update and 2018 & 2019 Plans**

- Paul reported that 160 people are attending this year's meeting. There will be no video recording this year and the venue would not allow Paul's crew to video, and the venue's cost for video was too expensive. Brienne requested that we have an online registration form. Too many people are paying online and not sending in the registration form. Tim recommended using google forms. *Action Item - set up online google registration form.*
- The 2018 Joint Meeting will be in Roanoke, Virginia on March 26-30, and is being organized by Rick Reynolds and Virginia DNR. Rick is asking for volunteers to spear-head committees. Is there anything else we need to do to be more involved?
  - Discussion: Jenny suggested we sponsor and have a table and solicit more members. We don't really have the money to sponsor if we are wanting to buffer our funds. A table would be a separate cost.
  - **Decision:** *Action Items: The membership committee will decide how we want to be involved (Donate to the conference and/or have a vendor table)? Awards committee will need to figure out how to assign awards. TIM will coordinate with Rick about awards, silent auction, and membership and communicate info back to the committees. He will also have Brienne added to the planning email chain.*
- 2019 – Springfield, Illinois to be hosted by Joe Kath. *Action item: Joe will have the date and place set by the joint meeting in order to share with the membership.*
  - Note for next meetings: include " Heavy appetizers" on agenda so people know they don't need to get dinner before the mixer.

Meeting adjourned by: Rob Mies at 9:30 AM (EST)