

OFWIM Business Meeting Minutes
Virtual Annual Conference
October 5th, 2022

1. Call to Order – Dyan Pursell

- The meeting was called to order at 1:00pm (EDT)

2. Determination of Quorum (10% of registered members)

- Yes, enough members attending both in-person & virtually

3. Old Business

a. Approval of 2021 Business Meeting Minutes (posted on website)

- Jim Husband motioned to approve, Keith Hurley seconded, none opposed

b. OFWIM Strategic Planning – Action Results & Next Steps – Dyan Pursell

- Review – worked on accomplishing action items by addressing some of the goals:
- Goal 1: Continue to support and enhance networking opportunities
 - CMO Committee by keeping Groupsite upto date
 - CPC Committee by updating Groupsite about the upcoming conference
 - ENA Committee by continuing to support and enhance by keeping Groupsite up to date, so any awards and elections are available the next year
 - ExCom updated the Groupsite and began using the Calendar option in the Groupsite to invite others to use Calendar in Groupsite, 2022 conference photos; posted meeting minutes
 - T&E Committee updated Groupsite
 - Number of members use Groupsite to keep membership informed with posted items, such as job postings, call for abstracts for related events, announcements for training opportunities
- Goal 2: Directly target recruiting new members:
 - CMO removed requirement for students to have advisor signature (vote on change shortly)
 - CPC asked Jon Ambrose to get more from Georgia involved
- Goal 3: Provide relevant training:
 - CPC organized ESRI Storymaps Workshop for conference
 - T&E posted webinars
 - Reminder that any member can post on Groupsite
- Goal 4:
 - CMO created Data Dash section in the newsletter with success in getting members to contribute material
 - Reminder you do not need an invite to contribute to the newsletter
- Where are we now? How will we get there?
 - Will be up to the next president
- Don Schrupp – history of OFWIM, past officers/presidents (spreadsheet provided), how many years of OFWIM, where conferences or other meetings were held
 - Karen Horodysky said there should be a document on Google Drive that has all excom officers from 1994-2004

c. Officer Reports

i. President – Dyan Pursell

- Continue strategic planning
- President's Report (Report in Proceedings)

ii. Secretary – Susan Watson

- Read the Secretary Report in Proceedings
 - One correction – memberships that expired 12/31/2021 will be eliminated 12/31/2022 if not renewed by then; previously stated these memberships would be eliminated from the current membership list the week after the conference
 - A final reminder will be sent to memberships that expired 12/31/2021 in the coming weeks
- Susan is taking and will compile minutes of this meeting, send out for review, then submit to post as the Minutes of Business Meeting under the 2022 Conference Archives.

iii. Treasurer – Michael Barbour

- Full Report in Proceedings
- Will create Venmo account
- Account balances decrease this year
- Currently have Venmo and PayPal accounts

- Report running Sept 1, 2021, to Aug 31, 2022
- Little over \$8000 expenses
- Expenses associated w/conference; Webex acct, survey monkey acct, Vyond videos, turbobridge
- Income lost money on swag last year, lost money this year since we didn't meet the room requirement
- No student scholarship expense last year, scholarship currently has over \$6000
- PayPal fees

iv. Member-at-Large – Don Schrupp

- Full Report in Proceedings
- First opportunity to serve as officer in years, thank you for the opportunity
- Served as officer of Ex Com, participated in advisory role, coordinated hacker's ball and survey
- Selection of next year's meeting is already set for Colorado
- Beth Stys planning of this year's meeting had us ahead of the game

d. Committee Chair Reports (Full Reports in Proceedings)

i. Communications, Membership & Outreach –Heather Power

- Newsletter, plug for Data Dash or any other material
- Vyond, plug for those, would like to have any ideas from membership for Vyond videos to create, may create a recap Vyond video of this year's meeting

ii. Conference Planning – Amy Martin

- Had the Unicoi plans already to lean on
- Amy and Beth did a pre-visit in June to get things arranged for this year's conference
- Thank you to our sponsors
- Hoped for larger crowd, hope all was useful and informative this year

iii. Training & Education – Michael Barbour

- Not much done; Chelsea Krause was too busy, plea for new members and Chair for this committee

iv. Elections, Nominations & Awards – Sabra Tonn

- Nominations are always the most difficult part
- Solicited nominations from the membership at large, reached out to names that surfaced in that effort

4. Awards

- Awards were solicited, awards to present, Student Scholarship to Lasya Venigalla
 - \$1K toward student research, registration to conference, travel toward 2nd conf, and waive that conf registration, did some reimbursement for travel this year, since we had a couple of years without spending Scholarship funds
- Innovation Award: U.S. Fish & Wildlife Service's Landscape Recovery Tool, to Beth Stys

5. Elections – Sabra Tonn

- Member at large and President elect: need to vote online; nominee for Member at large is Jessica Perkins and President elect is Lynn Barrett

6. Member AT Large and President Service Awards

- Recognition, certificate of appreciation for Don Schrupp for serving as Member At Large
- Recognition, certificate of appreciation for Dyan Pursell for serving as President
- More officer positions up for election next year: Secretary, Treasurer, as well as President-Elect and Member At Large
- Will need new Chairs for ENA and T&E, also
- Two other components, best presentation vote to do at the end of the day, no poster vote this time. Provide paper ballot in-person, or email Sabra Tonn if virtual.

Sabra Tonn motioned to accept reports, Jim Husband seconded, none opposed

Dyan Pursell turned Presidency over to Amy Martin!

7. New Business – Amy Martin

a. New President's Message

- Next Conference in Ft. Collins CO; October 2-5, 2023; hope to have larger in-person conference then, thank you to CPC Committee
- Get colleagues involved, will be working on AFWA this year to try to get more support and participation from that, work with CMO to get newsletter material to Heather Power and Susan Watson; continue with Strategic Planning, look for more information from her on that

b. Vote on Bylaw amendments:

- Eliminate requirement of student members to provide advisor signature and email address:
 - Jim Husband motioned to approve, Keith Hurley seconded, none opposed

- Eliminate requirement that amendments must be voted on at the annual Business Meeting, language changed to eliminate that requirement and time:
 - Jim Husband motioned to approve, Dyan Pursell seconded, none opposed

c. 2023 OFWIM Annual Meeting location and dates

- Discussed above

8. Comments and Discussion

- Maybe we could consider doing a canned email targeted toward generating sponsorships
 - Michael Barbour has a canned letter to sponsors
- And a similar canned message to universities and such to ask for student participation
 - ENA has a canned letter for universities
- Karen Horodysky – used to be that we would get local attendees, but would not see them again for future meetings or renewing membership
- Send newsletters to others, like universities, Heather said we could do a secondary published newsletter that can go out as a recruiting outreach newsletter
- Blast emails to Agency directors to help target for membership
- Michael Barbour – we need to start thinking about where the meeting will be after the Colorado one, for 2024, Duluth MN might be a possibility; New York Adirondack area suggested

9. Adjourn

- Michael Barbour motioned, Keith Hurley seconded, none opposed
- 1:57pm (EDT) meeting closed