

MINUTES OF THE 2006 WILDLIFE DISEASE ASSOCIATION COUNCIL MEETING 6 August 2006

The annual Wildlife Disease Association (WDA) Council meeting was held in conjunction with the annual Association conference at the University of Connecticut, Storrs, Connecticut, USA. The Council meeting was called to order by President S. Wright at 1 p.m. Council members in attendance were S. Wright, C. Meteyer, E. Howerth, D. Stallknecht, P. Nol, M. Artois, T. Cornish, C. Jardine, M. Pappaioanou, J. Gaydos, M. Uhart, K. Gilardi and executive manager E. Addison. Guest attendees included C. van Riper III, L. Measures, B. Elkin, D. Joly, M. Pybus, R. Botzler, D. Gavier-Widén, S. Samuelson, W. Karesh, C. Gillin, D. Goeldner, P. Barrows, M. Drew, and C. Sangster.

Introductory Remarks

S. Wright welcomed Council members and guests. He thanked Council members for their support through the year. He provided special thanks to *Journal* Editors E. Howerth and D. Stallknecht, and to Executive Manager E. Addison.

Approval of Minutes

- **Motion [Gaydos/Cornish]:** Approve minutes of the 12 December 2005 conference call. Passed unanimously.
- **Motion [Wright/Jardine]:** Approve minutes of the 28 April 2006 conference call. Passed unanimously.

Treasurer's Report and Budget

E. Addison presented the report submitted by C. Meteyer. Total current assets of the WDA as of 31 December 2005 were \$802,038.95. At the Douglas County Bank in Lawrence, Kansas, we had \$102,309 in certificates of deposit, \$71,977 in a money market fund, and \$196,172 in the checking account. Assets held through the investment firm, Buttonwood Partners in Madison, Wisconsin were valued at \$426,580 as of 31 December 2005.

Total net revenue for 2005 of \$343,183 was \$81,912 in excess of total expenses of \$264,106. We had an approximate 10% increase in total revenue and a 30% increase in total expenses in 2005 as compared to 2004. Investment income from all sources was approximately \$30,000. Net revenue exceeded expectations in 2005 due to a 10% increase in gross revenue and smaller than budgeted expenditures on many activities.

There has been a reconciliation of the finances for the Carlton M. Herman Founder's Fund and the auction proceeds/student activities fund. The Tom Thorne and Beth Williams Memorial Award Fund was established in 2005 jointly with the American Association of Wildlife Veterinarians (AAWV). In addition to \$5000 voted to the Fund

by the WDA Council, donations of \$6735 were received in 2005 by the WDA. The AAWV received approximately \$5700 in additional donations.

An overview on the 2006 budget to 31 March was presented. It was acknowledged that there can be limited interpretation of the current fiscal year as of the end of March but that income and expenditures were generally within expectations.

S. Wright noted that we now have a useful document with detailed explanations of each line item in the budget and thanked C. Meteyer and E. Addison for preparing that document.

- **Motion [Uhart/Gilardi]:** That the 2005 year end financial report for the WDA as provided by Mize Hauser and Company and including total revenue of \$346,017, total expenses of \$264,105, net revenue of \$81,912 and total current assets of \$802,038.95 as of 31 December 2005 be accepted. Passed unanimously.

Officers' Reports

President's Report

S. Wright acknowledged the contributions of T. Cornish, H. Schwantje, and C. Jardine who are completing their terms on Council. He welcomed D. Gavier-Widén, B. Elkin, and L. Reperant as members-at-large and student representative, respectively, who will be joining Council following the 2006 meeting. S. Wright noted that much of Council's activity over the last year has been to follow through on numerous ongoing or unfinished items. He acknowledged the able assistance of E. Addison in preparing Council to work through these pieces of business.

Vice President's/Time and Place Committee Report

S. Wright reported for M. Miller that the 2007 meeting will be at the YMCA of the Rockies in Estes Park, Colorado, 12-17 August. The conference theme will be "Wildlife Health: Can We Manage it?". A large organizing committee is being headed by M. Wild, M. Miller, and J. Powers. A venue is needed for the 2009 meeting. M. Miller has suggested that the next meeting for outside North America occur in 2010.

Secretary's Report/Teller Committee Report

Secretary M. Wild submitted a written report. She has prepared the ballot for election of WDA council members and the Teller Committee counted 167 votes; 155 of those votes were received electronically. Paper ballots were sent to members without email addresses and to those with non-functional email accounts and 12 responses were returned. The Secretary also oversaw voting for the Distinguished Service and Emeritus Award.

The Secretary prepared minutes from the 2005 Annual Meeting, Editorial Board Meeting, Business Meeting, and Special Business Meeting for publication in the January 2006 issue of the Journal. Minutes from the December 2005 and April 2006 conference calls of Council were also prepared.

A summary of motions passed since the 2005 Annual Meeting includes motions from conference calls in August and December 2005 and April 2006 (note that the first 17 motions listed below were proposed at the 2005 Annual Meeting, however voting was delayed due to a lack of quorum in Cairns) and by email.

- **Motion [Cornish/Wright]:** Approve minutes of the 4 April 2005 conference call. Passed unanimously.
- **Motion [Cornish/Wild]:** That the 2004 year end financial report for the WDA as provided by Mize Hauser and Company and including total revenue of \$337,682, total expenses of \$203,699, net revenue of \$133,983 and total current assets of \$719,620.14 as of 31 December 2004 be accepted. Passed unanimously.
- **Motion: [Wright/Cornish]:** Acknowledge and accept Torsten Mörner's excellent work over the last 2 years as WDA President. Passed unanimously.
- **Motion [Stallknecht/Wright]:** That each assistant editor be provided the option of publication of up to five Journal pages per year free of charge at a total cost for all assistant editors not to exceed \$7000/year. Passed unanimously.
- **Motion [Stallknecht/Cornish]:** On a limited basis and on nomination by the Editor(s) and approval by Council give complimentary one year WDA membership to select reviewers that are non-members at a total cost not to exceed \$500/year. Passed unanimously.
- **Motion [Stallknecht/Wild]:** WDA promotes the use of pdf versions of papers published in the Journal and pdfs that are to be made available on websites should be the version purchased from WDA. Passed unanimously.
- **Motion [Stallknecht/Nol]:** As long as operating within the approved budget for the editorial office, the editor and treasurer may acquire and use a credit card for WDA editorial expenses. Passed unanimously.
- **Motion [Mörner/Wright]:** Provide a motion of support to Dave Stallknecht and Buffy Howerth for the outstanding job that they have done in the transition to Journal editors. Passed unanimously.
- **Motion [Mörner/Wright]:** Accept the revised guidelines for the Nominations Committee as proposed. Passed.
- **Motion [Mörner/Portas]:** The Sections shall hold a meeting at least every second year. Sections must inform Council and the web site editor of the time and place of the meeting at least six months prior to the meeting. It is preferred that at least one WDA Council member or the Executive Manager attends the annual meeting of each Section. Passed unanimously.

- **Motion [Ágren/Cornish]:** That the proceeds of the auctions at the annual meeting be used in support of student awards and other student activities. Passed unanimously.
- **Motion [Nol/Cornish]:** Student members must be 1) enrolled in an undergraduate or graduate student program at least half time, or 2) be participating full time in an internship or residency program which is approved for credit towards board certification. Student members must obtain their academic (or equivalent) supervisor's signature designating their student status and submit that annually when paying dues. Student members shall have all the rights and privileges of regular members. Student members will have a reduced membership fee as determined by Council. Passed unanimously.
- **Motion [Wright/Wild]:** That, in general, the WDA will not rent or sell its membership mailing list to commercial companies or other organizations. Exceptions will require consensus approval of the Officers of the Association. Passed unanimously.
- **Motion [Mörner/Wright]:** To approve the draft Budget and Audit Committee guidelines as presented. Passed unanimously.
- **Motion [Nol/Mörner]:** To approve the draft Information Committee guidelines as presented. Passed unanimously.
- **Motion [Wild/Nol]:** That those in charge of registration for the annual meeting regularly submit the names of registrants and whether they registered as members or non-members to the executive manager [or if absent, the business manager] for verification as to membership status. Passed unanimously.
- **Motion [Mörner/Stallknecht]:** That the amount for an annual Associate Membership be allocated from the differential in higher annual conference registration fees paid by 'non-members' to be forwarded to the WDA business office, together with all pertinent contact information, in order to register such 'non-members' as Associate Members of the WDA for the current calendar year. Passed unanimously.
- **Motion [Wild/Jessup]:** That the WDA contribute \$ 5000 from general revenue to the "Tom Thorne and Beth Williams Memorial Award" Fund. Passed unanimously.
- **Motion (Ziccardi/Schwantje):** Approve minutes from the 2005 WDA Council Meeting (June 26, 2005), 2005 WDA Business Meeting (June 28, 2005), 2005 Special Business Meeting (June 28, 2005), and August 29, 2005 teleconference meeting. Passed unanimously.

- **Motion (Wright/Meteyer):** That the net proceeds of \$16,582.36 AUD from the 2005 WDA annual meeting in Cairns, Australia, be left with the Australasian Section for the purposes of furthering the mission of the Association within the area served by the Section and that this precedent be identified as specific only to the proceeds of the 2005 meeting. Passed unanimously.
- **Motion (Mörner/Portas):** That the WDA return to each geographic Section, the difference between the cost of an associate membership and the annual per member fee paid to Allen Marketing and Management for managing WDA memberships. For 2006, this would amount to a return of \$15.25/ Section member to geographic Sections. Passed unanimously.
- **Motion (Gaydos/Miller):** That the Association contract with Allen Press for 3 years to purchase the ‘AllenTrack’ editorial manuscript tracking software and associated technical support for approximately \$10,000 in the initial year and \$6000-\$7000 in the subsequent two years. Passed unanimously.
- **Motion (Gaydos/Howerth):** That while investigation into multi-site use occurs, multi-site subscription fees for electronic access to the *Journal of Wildlife Diseases* be set at two times the single site subscription fee and that a subscription to the multi-site monitoring software available from HighWire Press is obtained. Passed unanimously.
- **Motion (Ziccardi/Wild):** That the programs and abstracts of the most recent two WDA annual meetings beginning with 2003 be available electronically to members only and that they be posted on the Allen Marketing and Management website [<http://wda.allenmm.com>]. Passed unanimously.
- **Motion (Wild/Jardine):** That the procedure for establishing student chapters of the Wildlife Disease Association be for the chair plus one supporting regular member of the Student Activities Committee to make a recommendation to the President for approval and the President communicate that recommendation to WDA Council. Passed unanimously.
- **Motion (Mörner /Ziccardi):** Approve the proposed 2006 budget. Passed unanimously.
- **Motion (Wild/Nol):** That the WDA adopt a tiered system for subscription fees and that the allocation of subscribers to specific tiers be established by the Executive Manager and business office. Passed unanimously.
- **Motion (Pappaioanou/Ågren):** Use the proposed fee increase structure for 2007 subscription rates as described in briefing note 2 (i.e., increases for tiers 1-5 would be \$20, \$30, \$50, \$70, \$90, respectively). Passed unanimously. (*Note: Subsequently modified by email motion by Wright/Peterson*).

- **Motion (Gaydos/Pederson):** Repeal the motion passed in December 2005 on fee increase. [“MOTION (Gaydos/Howerth): That while investigation into multi-site use occurs, multi-site subscription fees for electronic access to the *Journal of Wildlife Diseases* be set at two times the single site subscription fee and that a subscription to the multi-site monitoring software available from HighWire Press is obtained.”] Passed unanimously.
- **Motion (Portas/Ågren):** Maintain Associate Member fees at \$22 for 2007. Passed unanimously.
- **Motion (Stallknecht/Gaydos):** That for 2007, regular member fees be \$95 and student fees remain at \$40. Passed unanimously.
- **Motion (Wild/Cornish):** That Council approve the preliminary budget and authorize pre-payment of \$6000 to the organizing committee of the WDA meeting 12-17 August 2007 in Estes Park, Colorado to cover deposits and preliminary costs of the meeting. Passed unanimously.

Motions addressed by email vote:

- **Motion (Wild/Miller):** That Council accept the invitation to hold the 2007 annual conference in Estes Park, Colorado, and allocate up to \$4000 to pay a deposit to hold rooms for the conference dates. Passed unanimously.
- **Motion (Mörner/Wild):** Accept the slate of candidates proposed by the Nominations Committee for the 2006 WDA election. Passed unanimously.
- **Motion (Wright/Meteyer):** That the WDA supports and adopts the “Guidelines on Euthanasia of Non-Domestic Animals” as prepared by the AAZV and others as the official position of the WDA on this issue. Passed unanimously.
- **Motion (Wright/Peterson):** That fees for subscribers for 2007 and subsequent years be based on a four tier subscriber classification system and that fees for subscribers for 2007 vary from \$270 to \$340 based on the proposed fee structure and the tier best characterizing their institution. Passed unanimously.

Editors’ Report

D. Stallknecht provided the Editors’ report for himself and co-editor E. Howerth. We are still 3 months behind in our publication schedule but catching up. The delay in publication should be reduced by a month with the July issue of the *Journal*. A reduction in the number of manuscripts in Volume 42 (4) and 43 (1) will further accelerate the publication schedule without any significant change in the number of manuscripts published per year. *Journal* publication is expected to be back on schedule in 2007 and a fifth issue may be produced.

All new manuscripts received are now being handled electronically with use of the AllenTrack software. There are many time consuming challenges to overcome in the initial adaptation to this process but there will be long term benefits in terms of the tracking and accountability during the editorial process.

D. Stallknecht and E. Howerth acknowledged the efforts of editorial assistant, Louise Smithson, and the Editorial Board. They also recognized the work of C. van Riper in extensively revising the book review process.

The Editorial Board met earlier in the day. No motions from the meeting were brought forward to Council, but D. Stallknecht reviewed some of the topics discussed. An *ad hoc* committee led by C. van Riper and R. Botzler has been formed to address issues affecting reduced subscriptions. Two other volunteers are needed to serve on this committee. The FAO and OIE have inquired of the interest of the WDA in publishing the papers presented at the international symposium in Rome on avian influenza. D. Stallknecht received the support of the Editorial Board and Council in pursuing this possibility by publishing a supplemental issue of the *Journal* in April 2007 as long as FAO/OIE pay all associated costs. Finally, the publication guidelines to authors are being revised.

The editorial office did not spend the money allocated to it in the 2005 budget, identifying alternative sources for equipment.

- **Motion (Wright/Meteyer):** That Council express their gratitude for the exceptional efforts of Dave Stallknecht and Buffy Howerth as co-Editors of the *Journal of Wildlife Diseases*. Passed unanimously.

Web Editor's Report

M. Ziccardi submitted a written report that was presented by E. Addison. The website has been fairly stable during the past year. Since April 2005, the site has experienced an average of 44 hits per day. Further integration with Allen Marketing and Management and Allen Press websites now allows members to submit journal articles, renew memberships, and conduct other Association business through the website. The site is very active in posting job and training opportunities. Contributions have been welcomed and further contributions and comments will be welcomed.

Supplement Editor's Report

P. Nol expressed gratitude for submissions during the previous year and noted that the number of announcements submitted seems to be increasing. Work is continuing to make the Supplement available online in conjunction with *Journal*. S. Wright thanked P. Nol on behalf of WDA.

Executive Manager's Report

In 2005 E. Addison worked about 70% of full time on WDA business and charged the full \$30,000/year in consulting fees available in his contract. Operating expenses were higher than in many years because of four business trips. A major focus of work has

been to prepare Council to deal with issues efficiently. While continuing to work on procedural adjustments as in the past 2 years, he is spending increasing time on needs of individual committees and Council members, aspects of financial management, planning of meetings, and promotion of the Association.

Council noted the increased efficiency since the addition of our Executive Manager and thanked E. Addison for his contributions.

Committee Reports

Awards Committee

S. Wright presented the written report submitted by L. Creekmore and the Awards Committee. The committee received nominations and made recommendations for the Distinguished Service and Emeritus Awards. They also have been developing options for certificates of appreciation and acknowledgements to be considered by Council. These would provide the Officers and Council the flexibility to provide recognition whenever the occasion merits (based on Council approval) in a way that is a bit more tangible than a thank you and acknowledgement in the minutes. In addition, they are working on a standardized way to thank outgoing presidents and other officers. Council supported the continuation of this initiative.

Budget and Audit Committee

C. Meteyer reported that the Committee has been active in contributing to reports and is undertaking a review of our investment strategies in order to advise Council of possible modifications.

Membership Committee

S. Wright presented a written report submitted by A. Ellis for the Committee. The Committee has focused on several topics, including how to increase student membership. In an informal survey of students they found that the primary reasons students were not members were financial considerations limiting ability to join multiple organizations and lack of knowledge about WDA. To address this, the committee prepared a letter to students (approved last year by Council) and identified the Student Chapter of the American Veterinary Medical Association as one good cost effective way to contact students. Because personal encouragement by faculty mentors was also identified as highly important in student membership, an email will be sent to 146 current WDA members associated with a university suggesting they encourage students to consider membership. E. Addison also sent out information on WDA to numerous agencies and individuals in the Northeastern U.S. in preparation for this meeting to stimulate attendance and membership.

As of 30 June 2006, there were 203 associate members, 178 student members, 870 regular member, and 397 institutional subscribers. E. Addison noted that, as predicted based on long term trends, institutional subscriptions have declined. Student membership is higher than 2001, but still lower than the 1980s. Regular membership is doing well; however, about 20% of 2005 members have not renewed for 2006. There appears to be a

turnover of membership and this may be addressed with increased personal interactions. We may have saturated the current geographic market, but perhaps international options for growth exist.

Nominations Committee

S. Wright reported that the Nominations Committee members are T. Mörner, T. Work, and new member S. Dubay. Nominations are being sought for President, Vice-President and two Council members-at-large. Recommendations to the Committee are welcome and the slate of candidates will be submitted in November.

Promotions Committee

Alan Fedynich submitted a written report for the Committee. The Committee has employed a new technique for promotions, using media releases. A template for press releases for each WDA award was developed and press releases were made on the six award recipients. The Committee has also worked to establish links with other professional societies to advertise the WDA conference. K. Converse has developed a new WDA display that is available for use. Inquiry has also been made into printing of additional copies of the WDA brochure. Estimates ranged from about \$700-\$1100 per 5000. The Committee was recognized for their excellent work over the past year.

Public Awareness Committee

Council reiterated the importance of adequate time for review of actions by the Public Awareness Committee and Council. This year the Committee reviewed, and Council approved, Guidelines for Euthanasia of Non-Domestic Species (developed by the American Association of Zoo Veterinarians) on rather short notice but the review was broad and thorough. The possibility of posting the Guidelines on the WDA website was discussed, but no formal decision was reached.

Sections Committee

Work is continuing on implementing the new system of distributing funds to Sections based on Section membership. Progress on some complications, such as the timing of reimbursement in relation to membership applications and development of Section infrastructure to track membership, continues. To date, about \$5400 (\$15.25 per member) has been identified for reimbursement to the Sections. Work needs to continue on the perception of full inclusion of Section members as WDA members.

Student Activities Committee

C. Jardine reported that the Committee worked on the proposed Student Activities Guidelines and promoted the development of student chapters, including development of a "how to" powerpoint presentation that can be placed on the WDA website. Showing the powerpoint, for example at the student mixer, could help increase awareness.

Student Awards Committee

T. Cornish provided the report for the Student Awards Committee. He acknowledged the work of the Committee and noted that the competition call went out in October and closed in April. They received nine applicants from five countries for the Scholarship

Award, six applicants for the Graduate Student Recognition Award, and 21 submissions for the Terry Amundson Student Presentation Award. He thanked B. Adrian for having the award plaques made. A comment on the increased number and excellent quality of student award applications led to a suggestion of recognition of “runners up”. This would need to be addressed in the committee guidelines, but might include reduced page charges in the *Journal* or awarding co-winners. Another approach might be to recognize submissions from smaller universities or programs.

Online Publishing Committee

C. van Riper reported that the current “blackout” time for online open access to the *Journal* is 18 months. The Editorial Board has identified a group to review this blackout time weighing the influences on subscriptions and the *Journal*’s impact factor.

Section Reports

European Section

M. Artois reported that the next Section meeting will be in Italy and a student workshop will be organized by the Dutch students. The technical workshop held in alternating years was in Spain last year. In Europe, the greatest shared interest is in disease surveillance. WDA membership has facilitated the sharing of information on disease surveillance, particularly on avian influenza. The Section and others developed WEID (wildlife emerging infectious disease), a coordinated reporting system. They applied for European Union funds to support WEID and were well supported throughout much of the process but ultimately did not receive funding. T. Kuiken has instituted “influnet” to facilitate communication of up-to-date information on avian influenza.

Nordic Section

D. Gavier-Widén reported that the Nordic Section will host their meeting next year as the European Section will host this year’s meeting in Italy.

Africa and Middle East Section

E. Addison provided a summary of the written report submitted by E. Wambwa. In 2005-2006, there were 51 members affiliated with the Section but few of which were members of the WDA. Officers remained E. Wambwa – Chairperson, R. Kock – Treasurer, and T. Mlengeya – Official. Elections are due to be held this year. A website for the Section is under development.

Earlier this year, a CD-Rom with proceedings of the 3rd Annual Section meeting that was held in Abu Dhabi, United Arab Emirates from 11th – 13th December 2004 was mailed to all Section members and the WDA Council. During the meeting, the members expressed the need to have a permanent location within an institution to facilitate its communication and administration. It was suggested it might be possible to do this within one of the wildlife institutions in the Middle East as the African wildlife bodies are generally very weak in terms of infrastructure and communication. A. Toosy, the newly elected Middle East representative, undertook to discuss this with relevant organizations and report back to the next meeting for further discussion.

The 4th annual meeting will take place 18-21 September 2006 in Nanyuki, Kenya. This meeting will be held jointly with the African Union – Pan African Programme for the Control of Epizootics (PACE) wildlife group. Apart from key addresses from PACE participants, the Africa & Middle East Section has requested its outgoing treasurer to give a keynote address, that will be titled “WDA Africa and Middle East Section - where to and what to do?”. The Section invites the WDA Council to send a representative to the 2006 Section meeting.

The Section requests funding support from the WDA Council towards the costs of the upcoming Section meeting that has a projected budget of \$7400. Requests for funding have been sent to a variety of organizations.

- **Motion [Gaydos/Uhart]:** That Council support the September 2006 African Section meeting for up to \$5000 if the Section has not secured alternate funding. This will only be done following submission of a formal request including a budget and identification of an active WDA member with signing authority on an account to which money would be deposited, and with expectations of a post meeting report. Passed unanimously.

Australasian Section

No report submitted.

Wildlife Veterinary Section

K. Gilardi reported that the Wildlife Veterinary Section is comprised of WDA members who are also members of the American Association of Wildlife Veterinarians. The Section continues to publish a quarterly newsletter and serves on numerous committees including the American Veterinary Medical Association’s (AVMA) Committee on Environmental Issues and Animal Welfare Advisory Committee, and the American Association of Zoo Veterinarian’s Conservation and Wildlife Health Committee. The Section sponsored Tom McGinn as the cutting edge speaker for this conference and will jointly chair a session with WDA at this year’s conference of The Wildlife Society. The Section endorsed the Guidelines for Euthanasia of Non-Domestic Species, communicated with the AVMA regarding concern over their support of the Inhumane Trapping Prevention Act (the Section argued that the bill failed to recognize the many legitimate uses of leghold traps for wildlife management and research, and failed to distinguish between different types of leghold traps), commented on the Association of Fish and Wildlife Agencies’ Healthy Wildlife Initiative, and provided comment to the AVMA on the issue of wild animals as pets.

Herman Fund Trustees Report

S. Wright reported that Gary Wobeser will be the Carlton Herman Fund speaker at this year’s conference. The fund is financially stable.

Thorne-Williams Memorial Award Fund Report

S. Wright summarized a written report submitted by the committee noting that the balance of the fund is \$18,715. WDA has contributed \$5000 and the suggestion was made that an additional contribution is warranted.

- **Motion [Cornish/Jardine]:** That the WDA donate an additional \$5000 to the Tom Thorne-Beth Williams Memorial Award Fund. Passed unanimously.

Council reviewed the guidelines for the award. The committee consists of D. Jessup, S. Wright, M. Wild, C. Quist, W. Lance, and W. Karesh. E. Addison added that the award would include presentation of a bronze being commissioned by well known artist Chris Schiller. The mold for this black-footed ferret bronze will be donated to WDA for exclusive use for the award. The annual cost of each award will be the cost of casting the bronze, travel to the meeting for the award recipient, and potentially a donation to the recipient's research. Therefore, the annual cost will vary based on these parameters. The committee has established some goals for fund raising but this has not been formalized. This type of planning and goal development is supported by Council. It was noted that an additional source of revenue for the award can be donation of honoraria, e.g., from speaking engagements, by WDA members.

Old Business

WDA-TWS Memorandum of Understanding

S. Wright reported that he contacted the President of The Wildlife Society (TWS) and that the TWS Council will be considering the memorandum of understanding (MOU) with WDA at their upcoming meeting in September. The MOU is similar to a previous MOU with TWS.

Tiered Subscriptions

E. Addison reported that the Allen Marketing and Management (AMM) business office has developed 2007 renewal forms based on the tiered subscription fee structure approved by Council. AMM has other societies that have used this approach before hence are comfortable with the process for the WDA.

AllenTrack

AllenTrack is in place for manuscript submission and management. Complications with the system are being worked through and implementation has been well worth the investment.

New Business

Auction Revenue

While auction funds are generally directed toward student activities, organizers of the 2007 WDA conference have asked Council to consider investment of proceeds from the 2007 conference auction and from some specific items donated to the 2006 auction (e.g., guided trips to be provided in association with the 2007 conference) be to the Thorne-Williams Memorial Award Fund. The auction account for student activities is currently

healthy at \$43, 828.73. Council acknowledged that auction funds should routinely go to student activities; however, under special circumstances such as this, Council has the discretion in allocation of auction funds, particularly on a year by year basis.

- **Motion [Nol/Cornish]:** That proceeds from the WDA auction in 2007 annual meeting in Colorado and the proceeds from only limited specific items from the 2006 auction be directed to the Tom Thorne-Beth Williams Memorial Award Fund. Passed unanimously.

Location of 2008 Annual Conference

S. Wright reported that a proposal has been received to hold the 2008 annual conference in Edmonton, Alberta, Canada. The proposed organizing committee includes M. Pybus, B. Samuel, and D. Joly. The conference would be tentatively scheduled for the week of August 3rd or 10th and may be coordinated with H. Schwantje in British Columbia.

- **Motion [Stallknecht/Cornish]:** That the 2008 WDA annual conference be held in Edmonton, Alberta. Passed unanimously.

Advertising in the *JWD*, Supplement, and WDA Website

The WDA continues to receive inquiries regarding advertisements in the *JWD*, Supplement, and WDA website. Council has previously passed a motion to accept appropriate advertising. A recommendation has been made that the WDA Council delegate decisions about accepting and the cost of individual advertising requests to a group comprising the President, Executive Manager, and Editor of the outlet (*Journal*, *Supplement*, website). However, questions were raised by Council regarding the cost effectiveness of accepting advertisements and its usefulness to membership. No action was taken on this item.

Conference Proceedings

Local conference organizing committees currently have no direction from Council on whether to produce proceedings in hard copy or on CDs. No action was taken on this item.

Student Activities Committee Guidelines

The Student Activities Committee Guidelines have been developed and were provided to Council for review.

- **Motion [Meteyer/Nol]:** Accept the guidelines as proposed by the Student Activities Committee. Passed unanimously.

Storage of Back Issues of the *Journal of Wildlife Diseases*

Maintaining back issues of the *Journal* is costly and in the past Council has twice taken action to reduce the number of issues in storage. Still, it appears that the number of issues in storage is in excess of demand, and is particularly costly for maintenance of issues that are >5 years old. There is a complete set that is maintained by the *Journal*

Editors. Editors determine the number of copies to print, and perhaps this number could be reduced with less kept in storage. Remaining issues in storage make up incomplete sets so donation is not an ideal option. The idea of auction of incomplete sets was suggested.

- **Motion [Gilardi/Stallknecht]:** Dispense of copies of JWD that are over 5 years of age. Passed unanimously.

Acknowledging Editorial Assistance

L. Smithson has provided exceptional editorial assistance. Council wishes to acknowledge her dedication and support.

- **Motion [Stallknecht/Gaydos]:** That the Association acknowledge the selfless and unique contributions of Louise Smithson to the *Journal of Wildlife Diseases* and the Association by offering to sponsor her attendance at the 2007 WDA conference in Estes Park, Colorado at which time she will receive a plaque acknowledging our appreciation. Passed unanimously.

Membership Brochure

We are currently low on numbers of membership brochures. The Promotions Committee suggests that we have hard copies of the brochure in addition to the electronic version.

- **Motion [Pappaoanou/Gilardi]:** Allocate up to \$2500 for production and printing of 5000 new WDA membership brochures and for opportunities to distribute them at meetings. Passed unanimously.

Financial Audit

A financial audit is required every 3 years, and is due for 2006. The audit can be conducted by an external or internal group. Because we have excellent records tracking provided through our online business package with Allen Marketing and Management, the Budget and Audit Committee suggests that the audit could be adequately done internally.

- **Motion [Meteyer/Wright]:** That the President appoint three members to conduct an internal audit of selected financial records of the WDA for 2006. Passed unanimously.

It was recommended that we check our requirements as a non-profit organization to confirm our assumption that internal audits are adequate.

Management of Identified “Cause Specific Funds”

A clear and sustainable procedure for managing revenue (annual donations and investment income) and expenses for our “cause specific funds” (auction proceeds/student activities fund, Carlton M. Herman Founder’s Fund, and Thorne-Williams Memorial Award Fund) requires defined consistent techniques that may

currently be lacking. The funds have currently been reconciled but a clarification for the future would be beneficial.

- **Motion [Nol/Gaydos]:** That the assets of the auction proceeds/student activities fund and the Tom Thorne- Beth Williams Memorial Award Fund each be held in a discrete readily identifiable investment instrument as are the assets of the Carlton M. Herman Founder's Fund. That the investment instrument and balance in each of the auction proceeds/student activities fund, Tom Thorne- Beth Williams Memorial Award Fund and Carlton M. Herman Founder's Fund for the previous financial year end be reported in the published annual minutes of the Council meeting and that this balance accounts for all donations, investment income and expenses attributable to each of the three accounts within that year. That, since the frequency of deposits to and withdrawals from investment instruments may affect potential investment revenue, the Treasurer be allowed to make deposits and withdrawals for the auction proceeds/student activities fund, the Tom Thorne- Beth Williams Memorial Award Fund and Carlton M. Herman Founder's Fund to and from the WDA general account over the short term, but that movement of money to reflect the actual balance in each of the three 'cause specific' accounts occurs at least once every three years before the completion of each Treasurer's term of office. That the reconciliation of past donations, investment revenue and expenses for each of the auction proceeds/student activities fund, the Tom Thorne- Beth Williams Memorial Award Fund and Carlton M. Herman Founder's Fund be accepted as reported with balances in the three funds as calculated to 31 December 2005 of \$43,828.73, \$13,015 and \$32,012.74 respectively. Passed unanimously.

Financial Priorities

Because WDA does not have enough funds to do everything we wish to do, then we must set priorities. One way, and not the only way, to identify "perceived merit" for us in the WDA is to establish which potential initiatives best allow us to fulfill our mission for a common amount of money. Another way to assess the merit of potential initiatives is by the level of benefit provided current members. These, as well as other evaluation criteria, should be kept in mind when Council makes decisions.

Allen Press Printing Contract

The Allen Press 2007-2009 contract for printing was presented to Council for review. We have been operating without a contract in the past, and although we have been served well, the contract will allow us to know what to expect.

- **Motion [Wright/Pappaioanou]:** Accept the Allen Press printing contract for 2007-2009 as presented. Passed unanimously.

Allen Management and Marketing Business Contract

Council was presented with the AMM business contract for 2007-2009. While there have been some complications with AMM business services, for example inaccuracies in

membership lists and problems with *Journal* inventory, they are working with us to remedy issues and to improve.

- **Motion [Wright/Cornish]:** Accept the Allen Management and Marketing business contract for 2007-2009 as presented. Passed unanimously.

Sponsoring International Initiatives

Increasing benefits to members, particularly international members and students, has been a recurrent theme in recent Council discussions. Providing enhanced activities and services to our international colleagues may include such activities as: sponsoring Section leads' attendance at annual WDA conference, providing funds to Sections for them to award to members for meeting participation, supporting Section meetings, and making the *Journal* more accessible to less developed countries. Unfortunately, travel support to meetings reaches few individuals and can be very difficult logistically to implement. Therefore, the most simple and effective initial approach may be to more widely distribute the primary WDA product, the *Journal*.

- **Motion [Uhart/Gaydos]:** Provide free electronic journal access to economically less developed countries in the two lowest economic categories as defined by the World Bank. Passed unanimously.

This motion may decrease WDA income from the Wildlife Conservation Society's sponsored memberships in these countries. A press release and publication in the *Supplement* should be used to announce this motion.

An action that may support international participation would be to reduce membership fees in less economically developed countries. A motion was made (Gaydos/Nol): for members in less economically developed countries as identified by World Bank criteria, set 2007 student fees at \$15 and 2007 regular member fees at \$30 with access to the *Journal of Wildlife Diseases* in electronic format only. In addition to support receiving the *Journal*, support in publishing in the *Journal*, e.g., through reduced or no page charges, was suggested as being beneficial. However, because there are many options for international support, because the financial impact of these activities on WDA is unknown, and because the input of the Long Term Vision Committee should be considered, it was agreed that the proposed motion and other options should be postponed under further investigation. Therefore, the motion was withdrawn by Gaydos/Nol with the understanding that the topic would be revisited during the fall conference call meeting.

The Wildlife Society Working Group

S. Wright reported that The Wildlife Society has created a Wildlife Disease Working Group. The first meeting was held in September 2005 and was attended by S. Wright and E. Addison. He has confirmed with TWS that the MOU between TWS and WDA will be Council to Council, rather than with the Working Group. Several WDA members have been asked to serve on the group's steering committee. It may be helpful to provide a copy of the group's charter to Council.

Adjournment

S. Wright thanked Council for participation in the meeting. S. Wright moved to adjourn and T. Cornish seconded. The motion carried and the meeting was adjourned at 7:15 p.m.

Respectfully submitted,
Margaret A. Wild
Secretary