

Minutes of the Wildlife Disease Association (WDA) Council Annual Meeting

Amerian Hotel - Puerto Iguazú, Argentina

Sunday, May 30 2010

The annual meeting of the Wildlife Disease Association (WDA) Council was called to order by President L. Creekmore at 13:04 local time.

Members of Council in attendance were: Lynn Creekmore (President), Dolores Gavier-Widén (Vice President), Charles van Riper (Past President), Jim Mills (Editor, Journal of Wildlife Diseases), Eric Ågren (Chair, Nordic Section), Paul Duff (Chair, European Section), Colin Gillin (Chair, Wildlife Veterinarian Section and Council Member at Large), Thierry Work (Council Member at Large), Christine Kreuder-Johnson (Council Member at Large), Jenny McLelland (Chair, Australasian Section), and Kristin Mansfield (Council Member at Large).

Also in attendance were: Kevin Keel (Chair, Student Activities Committee), Tom Yuill (Chair, New Funds and Endowment Committee), Pam Whitely, Dave Jessup (incoming Executive Manager), Barbara Ellis (Assistant Editor, Journal of Wildlife Disease), Terry Creekmore (Chair, Awards Committee), and Ignasi Marco (Co-chair, International Committee).

Participating (intermittently) via Skype were: Pauline Nol (Secretary), Laurie Baeten (Treasurer), Terra Kelly (Student Representative on Council and Chair, Student Activities Committee), Ed Addison (Outgoing Executive Manager), Reneé Carleton (Incoming Webpage Editor), Jane Harms (Incoming Student Representative on Council).

Welcome from the President L. Creekmore welcomed and thanked everyone for participating.

Approval of the Minutes from the December 15, 2009 Teleconference

Motion (Gillin/Ågren): That the minutes from the December 15, 2009 WDA Council teleconference be approved. *Passed unanimously.*

Treasurer's Report and Budget Review presented by L. Baeten

The financial records for 2009 show that the Wildlife Disease Association (WDA) broke even despite the projected deficits and minimal increases in investments. At year end, total Association assets including considerations of unrealized gains were \$1,206,474. These assets included \$1,062,169 held within the investment account at Jacobson and Schmitt Advisors (JSA), a \$25,000 CD at the Douglas County Bank, which matured in March 2010, and account balances for Douglas County Bank and US Bank (\$2,000 and \$84,300 respectively). Jacobson and Schmitt Advisors remain optimistic that the investment market is improving. In review, the WDA investment portfolio gained almost 18% for the year although most of the gains remained "unrealized" (\$133,386) through assets not being sold. The Association had interest and dividend income of \$22,505 and capital losses of \$42,028 from sale of investments.

In May of 2009, Allen Press initiated transition into a new banking account. A business account was established with US Bank and deposits were directed towards this account in October. The treasurer began issuing checks from this account in November. The account with Douglas County Bank remains open as electronic transfers for sponsorship of the 2009 meeting are still anticipated (USDA). As soon as the sponsorship funds are received, the account will be closed and all remaining funds will be transferred to the US Bank account.

As of 31 December 2009, the Student Activities Fund contained \$60,777; the Carlton Herman Founder's Fund contained \$31,140; and the Tom Thorne and Beth Williams Memorial Award Fund contained \$77,116. These values are calculated based on the proportion of each fund as a part of the total investment portfolio at the start of the year, the change to the size of the investment portfolio during the year (exclusive of new money added) and the inclusion of all other sources of revenue (donations) and expenses attributable to each fund during the year. The Thorne-Williams Fund is a joint WDA and American Association of Wildlife Veterinarians (AAWV) fund and its assets are controlled by a joint committee of the WDA and AAWV.

Allen Press was contracted to handle the registration for the 2009, 2010, and 2011 conferences. In the past, when the WDA contracted with an outside party, the Association received a single report on the gain or loss from each conference. At times WDA receives revenue and expenses from more than one annual conference within one year. In 2009 revenue and expenses for all conferences were applied to the same budget lines in our financial statements. Specifics regarding reported finances for individual conferences are still being determined. The conference revenue for 2009 was calculated at \$130,970. The final expenses for all three conferences (2009-2011) in 2009 totaled \$137,792 which includes the \$6,275 in 2009 management fees for Allen Press. Although this suggests a net loss in revenue for the 2009 conference, the total includes some expenses for 2010 and 2011 and the Association is still awaiting committed 2009 sponsorship funds of \$5,000. An additional \$5,964 was raised during the auction for the Student's Activities Fund.

In review of the proposed 2009 budget, projected and observed revenue for 2009 were very similar. However expenses were quite different than expected. The Association spent approximately \$90,000 less than projected (such as unclaimed editor fees [\$25,000], unclaimed assistant editor fees (\$17,000), decreased editorial office fees [\$9,000], decreased award expenses [\$7,000], decreased executive manager expenses [\$6,500]). Conversely, WDA spent approximately \$36,000 more than anticipated in our original 2009 budget on several items. The biggest unexpected expense was the increased costs of production and shipping of the print and electronic versions of the *Journal of Wildlife Diseases* (JWD) due to a greater number of published pages. This added \$20,000 - \$25,000 more to expenses. Additional expenses included increasing the consulting contract for the executive manager for the first time in 6 years (\$6,000) and considerable increases in postage for shipping back issues of journals and for credit card fees.

In summary, WDA expenditures managed by the Treasurer in 2009 totaled \$416,421. Specifically, of \$198,984 paid for all aspects of production and distribution of the JWD and for management of the membership and subscriber databases, \$127,659 was for printing of 4 issues of the JWD and \$26,303 for online JWD publishing. Other major expenses besides the JWD were \$137,792 in conference expenses and general and administrative costs of \$79,566. Total realized revenue for 2009 was reported as \$416,637. This resulted in a net income for the year of \$215.

L. Creekmore pointed out that even though this year the Association spent less than projected thanks to unclaimed editor and assistant editor fees, decreased editorial office fees, and decreased executive manager expenses, there likely will be expenses for these items next year.

C. van Riper complimented Jacobson & Schmitt Advisors for the investment services they have provided for the WDA. This company was recommended by T. Yuill.

Motion (Baeten/Gillin): That the 2009 year-end financial report for the WDA as provided by Allen Press which included total realized revenue of \$416,637, total expenses of \$416,421, net

revenue of \$215 and total current assets, including unrealized gains of \$1,206,474 as of 31 December 2009, be accepted. *Passed unanimously.*

Interim 2010 Financial Summary Report presented by L. Baeten

The Association's greatest sources of revenue are membership and subscription fees. The Association's financial and renewal years are asynchronous. Thus, much of the revenue for 2010 memberships and subscriptions is received in autumn 2009. In 2010 some 2009 renewal revenue will be received early in the year and a lot of 2011 renewal fees will be received late in the year. As of 30 April 2010, membership and subscription revenue was approximately \$73,000. The 2010 budget anticipated a drop in membership and subscription revenue to \$186,000 in contrast to the \$208,000 budgeted in 2009 and \$180,000 budgeted in 2008. As of 30 April, 2010 membership numbers are comparable to 2009 and numbers of institutional subscribers continue their decades long but slower decline than anticipated from the difficult economic climate. The membership and renewal numbers look stronger than anticipated in the budget which could reduce the size of the projected 2010 deficit. The impact of this projection will not be known until data on 2011 renewals are acquired. The geographic distribution of the WDA membership has remained stable since 2007 with 68-71% of members from North America, 12-15% from each of Europe and Australia, 2% from Asia and 1% from each of South America and Africa and the Middle East. To date in 2010 there is a rise to 2% of members in South America, perhaps in response to the conference location.

New expenses can be expected due to transitions between editor and executive manager positions. J. Mills continued at CDC full time while simultaneously assuming the duties as Editor of the *Journal of Wildlife Diseases* through to the end of March 2010. Therefore, no editor fees have been requested during the first quarter of 2010. There will be some added expenses in 2010 during the transition between executive managers. However, there will be no added expenses associated with paying duplicate travel for our executive managers to the annual conference and no overlap during which consulting fees will be paid to both the outgoing and incoming executive managers.

The projected deficit passed last December is approximately \$84,000. However, this figure is based on the maximum amount of money allocated by Council for specific activities. For example, Council has in place a motion to waive the author page charge fees of up to \$7,000 for publication of papers by assistant editors of the JWD. Council passed this motion in acknowledgement of the great contributions of the assistant editors to the Association. However, the maximum of \$7,000 has rarely, if ever, been spent, hence expenses are lower than projected.

In February 2010 the Budget and Audit committee discussed whether or not to invest the WDA 2009 year end positive cash flow. With the anticipated deficit of \$60,000-80,000, the committee decided that none of the \$90,000 should be invested at this time. In 2009, the committee decided to invest \$25,000 in a one year CD at Douglas County Bank. The CD carried a 2.5% interest rate with a one-time opportunity to adjust the interest rate. The CD came to maturity in March 2010 with a total of \$625 in interest. This CD was cashed out due to the drop in CD interest rates at Douglas County Bank. In turn, \$25,000 was sent to Jacobson and Schmitt for inclusion in our investment portfolio.

As of April 30, 2010, the account balances for Douglas County Bank and US Bank were \$2,669 and \$150,968 respectively. These figures are higher than usual due to conference registration income. Jacobson and Schmitt Advisors report that the Association's investment portfolio gained 4.26% during the first quarter. The first quarter value including unrealized gains is \$1,106,589.

The projected deficit is closer to \$40,000 than to the \$84,000 that was projected last December. A deficit of \$40,000 is more in line with the deficit in previous years.

Motion (Baeten/Gillin): That the interim 2010 financial report with total current assets of \$1,260,226 (including unrealized gains) as of April 30, 2010 be accepted as presented. Passed unanimously

Vice President's Report presented by D. Gavier-Widén

The Vice President's report will be presented with the Time and Place Committee report.

Journal of Wildlife Diseases (JWD) Editor's Report presented by J. Mills

J. Mills gave a PowerPoint presentation to illustrate points and to summarize some of the discussion that took place during the Editorial Board meeting that directly preceded the Council meeting. The projected number of pages for Volume 46 is 1,370, which is an increase of 8.5% over 2009, and 27% over 2008. This rate of increase is financially unsustainable for the Association, and physically unsustainable for the Editor and Assistant Editors. During the Editorial Board meeting, several ideas for bringing resources back into balance were discussed

1. Reject more submissions
2. Publish and enforce page limits for authors (encourage brevity)
3. Increase page charges, with the price going up after a manuscript exceeds a certain number of pages
4. Institute a "Letter" category
5. Editor and Assistant Editors should emphasize conciseness when reviewing manuscripts and ask reviewers to do the same.
6. Review and tighten the scope of articles published in JWD; suggest to authors that articles only peripherally related to the WDA mission be passed on to other journals.
7. Instruct the Assistant Editors to be more discerning with respect to quality
8. Provide large tables, appendices, detailed methods, etc. online rather than in print

The four issues published in 2009 (Vol.45) included 80 full length manuscripts, 64 short communications, 11 book reviews, minutes for the 2008 council and business meetings, author index, and subject index. Numbers of manuscripts submitted were 136 full-length and 120 short communications, for an acceptance rate of 56%. Manuscripts were submitted from 46 countries. Volume 45 included 1,263 pages. That represents an increase of 17% over last year's 1,076 pages.

The January 2010 (Vol. 46[1]) issue included 21 full manuscripts, 26 short communications, and 1 book review (334 pages). The April issue (46[2]) includes 21 full manuscripts, 26 short communications and 1 book review (351 pages). The July issue (46[3]) will include 22 full manuscripts, 25 short communications, and 3 book reviews. If issues 3 and 4 are the same size as issues 1 and 2, 1,370 pages will be published in 2010.

In a sense, the JWD has been a victim of its own success. The most significant issues facing the Journal are no longer decreasing turn-around time, publishing on schedule, and attracting quality papers, but are controlling the number of pages published and the significant costs associated with publishing increased numbers of pages.

The JWD continues to become an internationalized journal as fifty-seven countries have submitted papers since 2006. In 2009 forty-seven countries submitted manuscripts.

J. Mills thanked Dave Stallknecht and Buffy Howerth for their mentorship and guidance. J. Mills also expressed his gratitude to the hard-working assistant editors: E. Ågren, C. Atkinson, T.

Bollinger, T. Cornish, P. Elzer, K. Frölich, D. Gavier-Widén, F. Gulland, T. Kreeger, D. Ley, S. McMurry, L. Measures, D. Miller, M. Miller, C. Paddock, M. Pybus, J. Root, C. Rupprecht, M. Samuel, T. Work, and M. Yabsley. Christy Stallknecht continues to be a loyal and most helpful assistant. Barbara Ellis has stepped in since the beginning of the year when the sheer volume of proofs and copy editing seemed overwhelming and helped things stay on schedule. Tonie Rocke has done a tremendous job as the new book review editor

An inquiry was made regarding the large increase in page numbers. J. Mills explained that it was due to more (and longer) manuscripts submitted over the past few years, as well as more Assistant Editors, which allows for a quicker turnaround time. P. Duff asked whether some papers could be put off until the following year. J. Mills stated that he preferred to limit the accepted manuscripts to the best ones by increasing the rejection rate to avoid a backlog the following year.

Secretary's Report and Teller Committee's report presented by P. Nol

For the 2010 election of officers and council members, online voting was open from 20 January to 20 March, 2010. Paper ballots were mailed on January 21, 2009 to members with no email on file. Voting results were as follows: 289 online votes and 6 votes via paper ballot were cast for the two open positions for Council Member at Large; 123 on line votes and 3 votes via paper ballots were cast for Student Representative on Council. Three paper ballots in total were received. Votes were counted and results confirmed by the Teller Committee. Council was informed of the results on 28 March, 2010. Julie Langenberg and Mark Pokras are the incoming 2010 WDA Council Members at Large. Jane Harms is the incoming 2010 WDA Student Representative on Council.

Minutes were prepared from the 2009 Council meeting and approved by Council. Instead of publishing the minutes of the annual council meeting in the January issue of the *Journal of Wildlife Diseases*, Council voted to make them available on the website from this time forward. This decision will save the Association both money and valuable space in the JWD. Minutes from Council conference call held on 22 December, 2009 was prepared and submitted for approval by Council. Since the last Council meeting held in Semiahmoo, Washington, USA in August, 2009, the following motions have been approved by Council either during conference calls or through electronic voting:

- **Motion (Nol/Baeten):** That Robert G. McLean be the 2010 recipient of the Wildlife Disease Association Distinguished Service Award. *Passed unanimously*
- **Motion (Nol/Baeten):** That Danny B. Pence be the 2010 recipient of the Wildlife Disease Association Emeritus Award. *Passed unanimously*
- **Motion (Gavier-Widén/Creekmore):** That David Jessup be appointed as the 2010 incoming executive manager of the Wildlife Disease Association. *Passed unanimously*
- **Motion (Schuler/Powers):** That Reneé Carlton be the 2010 incoming Website Editor of the Wildlife Disease Association. *Passed unanimously*
- **Motion (Gavier-Widén/Nol)** That if the WDA president's travel to the 2010 WDA conference in Puerto Iguazú, Argentina is not paid for by her employer, the WDA will pay for her costs to and at the conference as per Council's direction since 1974. *Passed unanimously*
- **Motion (Work/Boardman):** to pass the WDA 2010 budget with a deficit of \$84,000 as presented by the budget and audit committee. *Passed unanimously*
- **Motion:** (Baeten/Nol) That the WDA purchase a five year membership to use the "FoundationSearches America" software for accessing information about foundations

and for guidance on effective grant applications to foundations for funding to sponsor WDA initiatives. *Passed unanimously*

- **Motion** (Nol/Work): That the motion to form an *ad hoc* Committee to explore ways that the WDA can best support wildlife health professionals and members in the Caribbean, Central and South America, and especially in Argentina, Chile, Costa Rica, Mexico, Panama, and Puerto Rico be rescinded and the proposed tasks be assigned to the International Committee. *Passed unanimously*
- **Motion** (Nol/Mills): That the minutes of the 2009 Council and Association business meetings and minutes from the same meetings in future years be made available on the Association website and no longer published in the *Journal of Wildlife Diseases*. *Passed unanimously*

Executive Manager's Report presented by E. Addison

Finances

Consulting fees for 2009 were \$36,000 on an annual basis. Operating expenses for Ecolink Science in 2009 were \$4,568, the lowest since 2004. The lower operating fees are most directly attributable to travel expenses. In addition, thanks to Charles van Riper having negotiated access for the WDA to the USGS teleconference services, the executive manager spent much less money on Council teleconference meetings. Operating expenses for the first quarter of 2010 are \$387 and will remain low for the first 6 months of 2010, once again due to decreased travel. Photocopying and mailing the WDA newsletter to members lacking e-mail remain an inexpensive alternative to the version previously printed and shipped from Allen Press.

Activities

The Executive Manager worked most closely with Officers of Council and with the Association's business management and print management representatives at Allen Press. The Association continues to work with Kay Rose on membership and subscription issues and now works with Jeff Mercer as association manager on other business topics. The WDA's relationships with counterparts at both HighWire Press and Allen Press have been very good.

The committees are to be congratulated for a very high level of volunteer activity, a byproduct of which included a welcomed high demand on the Executive Manager. During the past year, the Executive Manager's greatest interactions have been with the Nominations, Budget and Audit, Website Editor Search, and Executive Manager Search Committees

Considerably less effort than in the past few years was spent in 2009 on importing ideas to the JWD editorial board for management of the electronic form of the JWD. This is largely because the Executive Manager did not attend the HighWire Press fall publishers' meeting for the first time in four years. It will be important for the Editor of the JWD and new Executive Manager to focus on electronic publication challenges. It is extremely important that WDA attend to the particular challenges of the e-JWD and not just think of it as looking after itself once the printed journal is prepared. WDA is very fortunate to be associated with HighWire Press for management and distribution of the e-JWD.

Considerable time has been spent interacting with sections and members about their interests and concerns. These interactions solve problems, allow an increased personal aspect to the Association, and identify possible items for the President to consider as Council agenda items.

Regarding development of archives, as the transition occurs to the new Executive Manager, more time will be devoted to this endeavor.

Transition to a new Executive Manager will occur within the next couple of months. The WDA is indeed fortunate to have David Jessup as its incoming executive manager. E. Addison will continue to work as closely as requested with Council, D. Jessup and committees to pass along the institutional memory accumulated the past seven years and in preceding decades. E. Addison intends to remain as actively involved as requested. Unquestionably the greatest benefit from the past seven years has been the opportunity to work closely on WDA's shared interests with so many fine colleagues and friends. If it wasn't for the people, this might have been more like a job! Thanks to all with whom I have had the pleasure to work!

L. Creekmore reported that the transition of Executive Manager duties from E. Addison to D. Jessup is expected to take place later this summer. The President then thanked E. Addison for his years of service as Executive Manager and his efforts prior to that and this was acknowledged by the Council.

Committee Reports

L. Creekmore commended all the committees for their work and productivity. The committees have produced a lot of good ideas and recommendations for Council follow up and possible implementation.

Information Committee Report prepared by M. Drew (Chair), J. Powers (Newsletter Editor), and B. Schuler (Website Editor) and presented by P. Nol

Committee Targets and Goals

1. Actively work to provide material for the electronic newsletter
2. Review WDA home page and propose additional items for the page (i.e. Members Only) and assist in their development
3. Discuss and develop a plan (subjects, costs, participants, etc) to present to Council by Jan. 2008 for educational aids that can be developed and marketed by WDA for use as lecture material.

Newsletter

Quarterly issues of the WDA newsletter are now published on the 15th of January, April, July, and October. The publication is only available in electronic format except for WDA members who do not have email addresses or access to the internet. Paper copies are printed by the Executive Manager and sent via regular mail. Information is always needed for current issues of the newsletter, and committee members have been asked to provide such material when they can. J. Powers is interested in getting a professional to do the layout. The AAWV does this with its newsletter. The cost would be about \$2,000, which is about the same as the newsletter was costing before going electronic. It is recommended that WDA consider translation of the WDA Newsletter, possibly starting in French or Spanish for the European section, followed by an African common language, and then a far east common language (Japanese, Chinese), and have alternative language versions available on the WDA website. It is recommended that the WDA newsletter be made available on the website so that non-WDA members can get access to the newsletter, both professional wildlife health people and students, especially in foreign countries.

Webpage

WDA Information Committee report was sent to Bridget for inclusion on the current web page. It is recommended that the LINKS on the WDA webpage be expanded to include overseas sites for our overseas members. The WDA Information Committee could be charged with this task. Possible links include various wildlife diagnostic laboratories in foreign countries, disease pages on other country wildlife agency web sites, the European MedVetNet, the Baltic Veterinary Network. Additionally, it is recommended that WDA fund efforts to translate web based links to English for WDA member benefit

Tom Thorne and Beth Williams Teaching Slide Collection (T and B slide set)

At present, there are over 1,400 images divided into about 20 folders containing 5-25 images per folder. Image size ranges from 0.5 MB up to 2 MB

The slides that do not have complete organ or pathogen information (n=75) are being reviewed by pathologists (Todd Cornish and Carol Meteyer). Once that is done, (anticipated by May 1, 2010) the slides will be put into a Members Only section of the WDA website using Adobe Photoshop to store and access the slides. All slides will have a WDA watermark for credit to WDA if not to Tom or Beth.

Advice on the most appropriate way to allow access, likely password protected on the Members only section, which will be relatively easy to do within the web site by the web site editor. The concern is how to charge members and/or non-members for access to the slides – i.e. selling slides or slide sets like WDA used to do years ago with Educational Aids slide sets.

The committee recommends to the council that the WDA Treasurer develop a web based payment option to provide this service for members in a convenient manner.

The Information Committee received authorization for up to \$550 to work on the T and B slide sets. Thus far, all work has been voluntary and at no cost, but the slides are not up on the web site yet, when most of the costs may be realized.

Education Aids and Video Sets

Many years ago, WDA produced a series of Educational Aids in the form of slide sets with text. These materials (glass histo slides, kodachrome slides, audio tapes, text) are still around, but a decision needs to be made on whether to keep these materials for WDA members that might want them, whether to preserve them by scanning the slides into computer graphic images and the text placed into a computer word processing program or to jettison them as outdated.. The audio tapes are currently on cassettes, but are old and brittle and of uncertain quality. The Kodachromes are in good condition. There are few master copies of the text for most sets. The slide/text sets include the following:

- Necropsy in White-tailed deer (61 Kodachromes)
- Identification of abomasal parasites (1998) (2 text – 1 master, 1 copy)
- Botulism (23 kodachromes, 1 cassette, 3 text)
- Paraphosphorylosis (40 Kodachromes)
- Elaeophorosis (1983) (27 Kodachromes, 1 text)
- Collection of and preservation of wildlife specimens for diagnostic evaluation (36 Kodachromes, 3 text)
- Management of psoroptic scabies in desert bighorn sheep (3 text)
- Histopathology cases (39 glass slides, 93 kodachrome slides, 2 text of case reports)
- Rick Wallen is getting these materials digitized, if for nothing else than historical preservation.

Without extensive revision and the associated costs of such revisions, it is the recommendation of the committee that these materials no longer be available for sale by the WDA.

Other informational materials

The Committee is aware of 3 teaching videos, all produced in the past by USGS NWHC. The three videos include "Collection of biological samples from live animals" (6/1/92), "Necropsy of wild ungulates" (no date) and "Blood collection in birds" (8/30/90). The Necropsy of wild ungulates" video is available through USGS, but the status of the other two is unknown. In addition, a video "Cerebrospinal Elaphostrongylosis in Caribou" (Lankester and Prestwood, no date) is available through SCWDS.

All of these videos are certainly outdated in the sense of credits and possibly procedures as they relate to current disease situations. Future usefulness will likely depend on revising the videos and reformatting onto a DVD or similar media but since WDA does not own them, it is not likely to be a fruitful endeavor to pursue further and the recommendation is to preserve these as historical documents but to not revise them or provide them to WDA members.

The Information Committee recommends to WDA Council that the availability of these materials be posted on the web site for members and non-members to pursue through USGS or SCWDS.

Communication and needs of various groups around the globe

The WDA Information Committee split into three groups – European, North American, and Australasian to discuss possible ways to communicate with both WDA and non-WDA members. Within the student community, it is felt by all groups that electronic social media (Facebook etc) are the primary means of communication for this group. Setting up a Facebook page for WDA is relatively easy, but the challenge to consider is designation of a person to monitor and maintain the Facebook page through which WDA members can communicate with WDA. In the end, it is likely that student chapters will set up their own Facebook pages and use them independently of WDA. It is recommended that WDA consider a Facebook page and enter the social network scene. The WDA Council will need to appoint a person to create and maintain the Facebook page. Other suggestions are being considered by the various geographical groups but are still in the incubation stage:

- Baltic Veterinary Network
- European MedVetNet
- Australian Society for Veterinary Pathology National Wildlife Health Rounds
- Australian wildlife health online registry
- Announcements of WDA activities at various WDA section and wildlife health related meetings around the globe
- Africa, India and Russia are large untapped resources, but contacts are limited and links need to be made.

D. Jessup asked whether the newsletter could increase the number of links that go directly to other websites in order to save space. D. Jessup also suggested putting reports in the newsletter that don't merit peer reviewed publication.

It was brought to Council's attention that Josh Dein would like to be on the information committee to work up links and other sources.

L. Creekmore emphasized the need to encourage Council to actively work to provide information to the website and newsletter, and that there are plans to discuss communication by WDA. Executive Manager, officers, and appropriate editors will be participating in these

discussions. More effort needs to be made to improve communications and support for the newsletter and website editors.

C. Gillin asked if Council has considered webcasting; D. Jessup mentioned grants that Council could seek to develop webcasts to disseminate information globally.

L. Creekmore is seeking suggestions on how Council will address the many recommendations by the Information Committee:

Regarding the T and B slide set, E. Addison stated that Allen Press is not in a position to mount the T and B slides on their portion of the website as it is mainly for business material: There needs to be a lot of ground work done to deliver the materials. J. McLelland recalled that B. Schuler has stated that WDA has enough room to store the slides on the website; however, they would be accessible to searches. There was question regarding whether Council needs to extend the availability of the \$550 that Council approved for the T and B slides. E. Addison stated that the money remains available for use by the Information Committee.

C. van Riper asks if the old materials could be made accessible to developing countries. D. Jessup suggested that we could look into how they would be useful as they will be available for use after Rick Wallen digitizes the materials. A student could be recruited to work on those materials for a small fee, perhaps put out a request for proposals for a graduate student to organize digitized images.

Ed: There are microfiches of the former publication "Wildlife Diseases" that would be worth investing in.

L. Creekmore suggested these issues be addressed through a separate conference call or emailing with the information Committee.

Budget and Audit Committee Report presented by L. Baeten

The Budget and Audit Committee was very active this year in development of the 2010 budget. Due to the large projected deficit, there were several e-mail discussions on ways to offset the deficit in future. The committee has made several suggested motions to council for consideration, specifically raising membership fees and author page charges.

Other conversations were made regarding limiting the number of pages to be published in the Journal of Wildlife Diseases in future years. In addition it was suggested that Council establish a guideline for determining how future increases in membership fees and author page charges should be implemented. It was suggested that regular small increases should be implemented rather than larger incremental increases at varying time points. Ideas on how that increase can be structured were discussed.

The committee also reviewed the investment information from JSA for 2009 and discussed whether or not funds should be distributed to the WDA investment account this year. There was agreement amongst the committee that based upon the projected deficit for 2010; funds should be held in the checking account rather than investing funds in excess of the recommended \$75,000 - \$100,000.

The CD at Douglas County Bank (\$25,000) matured in March 2010. There were suggestions by some of the committee to try to find an international CD at a higher interest rate in which to re-invest this money. The treasurer did follow up on possible sources but eventually sent the funds to JSA for incorporation into our investment portfolio.

Auction Committee Report presented by D. Jessup.

D. Jessup discussed the current year's on line auction via EBay auction. C. Gillin, also on the Auction Committee, reported that the auction was ready to start.

Awards Committee presented by T. Creekmore

Excellent candidates were nominated for the Distinguished Service and Emeritus Awards, which will be presented in Puerto Iguazú, Argentina. In addition, three plaques for outgoing Council members will be awarded this year.

Endowment and New Funds Committee presented by T. Yuill

The committee's current goal is to identify possible initiatives on which to focus fundraising efforts. The WDA is unlikely to receive donations just because it is a unique, active organization focused on diseases of importance to free-ranging wildlife populations. Seeking funding for our general endowment or additional funds for our invested reserve is not likely to be successful. Rather, the association needs to develop attractive themes that convey a sense of urgency and importance. These themes need to be packaged into compelling case statements to present to potential donors (individuals, commercial firms and foundations). The WDA also need to identify approaches to internal fundraising within the WDA or former and retired members.

Some of the thematic areas that we and Council have identified include these WDA general cases for giving:

- Sponsorship of membership for individuals residing in lesser developed countries where there is little membership and little or no WDA organization.
- Fellowship and internship sponsorship for WDA student members visiting wildlife agencies, disease laboratories, and organizations.
- Provide laboratory, field, and diagnostic experience in parent body countries and with WDA sections.
- Establish student-mentor relationships.

Committee member Alonso Aguirre cautioned the committee that finding funding for these themes would not be easy. He made similar efforts for The Wildlife Trust without success. However, a larger organization that Tom Yuill belongs to, the American Society for Tropical Medicine and Hygiene (ASTMH), has examples of successful purpose-specific endowment fundraising efforts that have been carried out over many years. Some of these ASTMH themes are similar to those that we have identified for WDA. An important ASTMH goal is to foster international work experiences in tropical medicine. ASTMH sponsors awards and fellowships to support young scientists in the field.

Although it may be easier to obtain funding in human medicine and public health, it is difficult to know how successful the WDA will be in attracting funding for initiatives involving wildlife conservation and disease, wildlife and the domestic animal connection or wildlife-related zoonoses until it makes the effort. In the biomedical community the "one health" theme has emerged again, and is something that should be considered for fundraising efforts. Many thanks to E. Addison as outgoing Executive Manager, this past January the Association has taken out a subscription with Metasoft Systems' Foundation Search America. The subscription was activated last week and needs to be put to use.

The Committee has presented several suggestions to Council last year, which were approved but not yet activated. These include:

- Contacting emeritus members for general or purpose-specific donations, including inclusion in estates (wills and charitable trusts). Involve retirees in fundraising efforts, including committee service.
- Putting a check-off box for specific fundraising efforts on annual membership renewal and new membership application forms.
- Place a fundraising “thermometer” on the WDA web site showing progress towards an established goal.

Journal of Wildlife Diseases Marketing and Fundraising Committee

The council established a subcommittee for fundraising for the Journal of Wildlife Diseases. The subcommittee had several conversations via email about possible objectives that might be used to solicit funding. These included such ideas as establishing a translation and editing services for authors for whom English is not their first language, and continuing to provide journals to developing countries free of charge. Looking for support for regular journal operations (e.g., editorial office) was considered secondary, as funding organizations no longer are interested in directing grants towards basic services but rather are looking for specific ways to enhance what already is a strong and viable model. The subcommittee also participated in the full committee’s discussions about funding opportunities for the WDA as a whole, in order to coordinate the activities and potential topics for solicitation. The subcommittee is now ready to work with the Executive Manager to make use of the database of donors for directed solicitation. This will be followed by the preparation of a couple of grant applications over the next six months.

T. Yuill stated that the Committee has been communicating with each other via email and calls. This is a long term commitment which is unlikely to produce short term results. Priorities need to be established for funding that are associated with a certain amount of urgency. People have been identified who might be generous such as those with emeritus status. The Committee will be watching the tax structure in the US concerning charitable donations. There is a donations button on the renewal page. The presence of the donations option on the membership renewal page should be emphasized.

Council discussed reaching out to a broader audience and building strategic relationships with other organizations. There also needs to be improved interaction between the Information Committee and the New Funds Committee. More ways to attract students should be adopted.

Foundation Searches America Software

T. Yuill and A. Fairbrother have access to this software and will be receptive to Council’s ideas. The software will not be activated until July 1. Activities are expected to include: obtaining funding to develop curricula for high schools and colleges; obtaining funding to develop fact sheets; and funding to develop and sustain the WDA website. A final suggestion made was that Council may want to consider offering life memberships

Student Awards Committee Report presented by K. Keel

Current activities (2010 award cycle):

Announcement of the awards and call for applications was posted as follows:

- -WDA general membership e-mail list (January, 2010)
- -WDA Annual Conference website (January, 2010)
- -WDA website (January, 2010)

- -NBII Wildlife Disease Information Node and the Wildlife Disease News Digest (January 2010)
- -The Wildlife Society List-Serv (January 21, 2010)
- -The American Association of Veterinary Laboratory Diagnosticians List-Serve (January, 2010)
- -Graduate programs at various veterinary schools (January, 2010)

Award application mechanics:

Deadline for receipt of applications for the WDA Graduate Student Scholarship Award, WDA Graduate Student Research Recognition Award, as well as student poster and presentation abstracts was March 5, 2009. All awards applications were received electronically (as email attachments). Applications for the WDA Graduate Student Scholarship Award and the WDA Graduate Student Research Recognition Award were made available to committee members on March 10, 2010 with a requested deadline for receipt of scores of April 2, 2010. Scores were received from five committee members by April 9, 2010. Files were delivered to all committee members by overnight courier. This alleviated the problems of size restrictions in committee members' e-mail accounts and resolved the issue of e-mail not being a secure method of disseminating the personal information provided by student applicants. All candidates for the Scholarship and Research awards were notified of final results by April 12, 2009. The Research Award recipient will receive his award at the 2010 WDA banquet in Iguazú, Argentina. The Scholarship recipient is not able to attend due to veterinary school requirements.

The winner of the **2010 Research Recognition Award** is **Jeffrey Lorch** from the University of Wisconsin – Madison. The title of his research report is “Exposure of healthy bats to *Geomyces destructans* causes lesions diagnostic of white-nose syndrome.”

The **2010 WDA Student Scholarship** will be awarded to **Sarah Hamer** of Michigan State University. Sarah is also a past recipient of the Research Recognition Award.

The Committee received 62 abstracts from students. Thirty-eight abstracts were submitted for the student presentation competition. The conference coordinators provided 24 time slots for presentations in the student session. Committee members were asked to rank the student abstracts and the scores were averaged. One committee member and one conference coordinator provided scores. Those students whose abstracts were not ranked high enough to be considered for the student presentation award were encouraged to present in the general platform sessions or to submit a poster. One student who was moved to the poster session elected to give an oral presentation in the general session. Twenty-four abstracts were originally submitted for inclusion in the poster presentation session. Currently, 33 student posters are expected to be entered in the competition at the annual meeting. Five students have since withdrawn their abstract and will not attend the meeting.

Award Metrics:

- WDA Graduate Student Scholarship Award – 16 applications were received. This is twice the number submitted in 2009.
- WDA Graduate Student Research Recognition Award – 8 applications were received. In comparison, only two were submitted the previous year.
- WDA Terry Amundson Student Presentation Award – 24 presentations are scheduled to be delivered at the 2010 meeting.
- WDA Student Poster Award – 33 posters are anticipated at the 2010 meeting.

The committee would like to thank Terry Creekmore, Damien Joly, Pablo Beldomenica, and Marcela Uhart.

There was subsequent discussion regarding high numbers of student presentations and what to do about it.

E. Ågren asked about the geographical distribution of student contestants. K. Keel said that about 50% were Latin American but they came from many other countries as well. K. Keel then asked how Council views having to turn down student papers.

C. van Riper stated that the organization has grown, but the structure of the program has not. Other associations have student presentations concurrent with other papers. There was a suggestion to ask the Time and Place and Student Activities Committees to review this topic.

C. Gillin brought forth three options: 1. Concurrent sessions; 2. Shorter presentations; and 3. Lengthen meeting

D. Jessup suggested finding ways to encourage students to present at other section meetings

2010 WDA International Committee Report presented by I. Marco

2010 Targets and Accomplishments for International Committee (IC):

- To *revise the committee guidelines* and re-evaluate entirely the role, structure, function and commitment of the International Committee.
- To promote membership and participation from parts of the world with few WDA members: Asia, Africa (especially non-English speaking Africa), Caribbean, Mexico, and South & Central America.
- To provide translation of meeting announcements in languages other than English to the website manager for publication in the WDA website.
- To explore the possibility for members to choose to what section they want to belong, without extra payments, (note: except for the Australasian section). Considerations about the management and administrative cost.
- To review the suggestions for internationalizing the WDA provided by the Long Term Vision committee.
- To review the present geographical distribution or country representation of the sections.
- To initiate a discussion about possibilities of creating new geographical sections, outline advantages and disadvantages.

Summary of 2010 International Committee Accomplishments:

The "About Us" section of the webpage was revised and translated into Spanish, French, German and Portuguese. These documents have already been sent to the webmaster but are not yet published to the website. The committee has yet to translate the document into Russian, Japanese, and Indonesian/Malayan.

The committee discussed the advantages and disadvantages of allocating section members according to 1) the members' current address, and 2) by the member selecting his/her choice of section. Some geographic section heads voiced concerns over the difficulties of maintaining an updated membership list. However the Committee raised the following points to demonstrate a level of support for sections regarding member lists:

- WDA continues to distribute almost daily updates of the electronic membership database that is accessible to every member,

- Each member has access to that database so that s/he can introduce their own updated contact information themselves to maintain an updated file
- Sections receive monthly updated Excel files of all members from the business office, and usually monthly splittings of the base report into section reports for sending to the section chair and/or executive and
- WDA pursues first time email addresses or updated addresses by mailing letters to members when we find that we lack a functional e-mail address for them.

Based on this level of support and a lack of specific suggestions to facilitate the job of sections in maintaining current membership lists, this committee recommends that new and existing members are placed into a geographic section according to their current address.

The International Committee has also had discussion on additional section fees and collectively decided that the decision should be made by each section.

International Committee and WDA Promotion:

Increasing Visibility-Information on the dissemination of free access to the most recent 18 months of the JWD for people from more than 136 of the poorest countries is now on the WDA webpage. This Committee suggests that the website add a tab where we can profile all committees and should also include website access to the newsletter since we have a proportion of members who do not communicate electronically and still receive their newsletter on paper. In some past years, we used to list the committee members for each committee in the Supplement (now known as the Newsletter).

List of Forums-Our committee started a wiki page for forums and associations by different geographic areas (<http://wda-internationalcommittee.wikispaces.com/>), and each geographic section is now welcome to add appropriate forums from their area and other areas.

Section Support-The International Committee is currently in the draft stages of preparing a document describing what the Committee is, what it does, what the benefits of having a geographic section are and also so that new sections will have access to a document that provides some guidance. This document will also include recommendations for making updates available to geographic sections so that they know what kinds of decisions the Committee is making. In the absence of this document, the Committee is prepared to assist with any discussion regarding the formation of a new section in Latin America at the WDA meeting in Iguazú.

International Committee Support-Lastly, the International Committee has planned a Committee meeting at the WDA this year in Iguazú that will be held on Sunday, between 18:00-19:00 (just before welcome reception). The purpose of this meeting is simply for the Committee to meet in person after a year of email discussion. The overall activity of this group was far better than in previous years, and we look forward to meeting and discussing plans for the upcoming year.

Suggestions for International Committee Activities in 2011:

- Revisit the role, structure, function and commitment of the International Committee, and write these into an internal document.
- Promote communication between International Committee and geographic section heads.
- Discuss the pros and cons of the current method of choosing members for the International Committee and whether there is an alternative method that would include

recommendations from previous year Committee members to WDA executive to promote continuity and active participation within the group.

- To complete the document outlining the methods for creating new geographical sections, outline advantages and disadvantages, obligations and advice from other sections.

L. Creekmore complimented the International Committee on all the efforts that it is putting forth.

Old Business

Item 1: North American Section presented by E. Ågren

The objectives of Council were to:

- To complete prior Council e-mail dialogue about a North American geographic section of the WDA
- To document views of the current WDA Council through a vote on a motion with support of the reasoning of Council in the text of the minutes.

Review of Council Discussions

The following summarizes the feedback received from Council via email in March 2010:

Advantages of having a North America (NA) Section of the WDA include the ability to hold annual meetings in NA (4 Council members), a more international feel to the Association (3) and increased ability to respond to North American issues (2). Four Council members noted no advantage of a NA Section. Noted disadvantages of a NA Section included divisiveness within the Association (9), lower attendance at international conferences (6), and dilution of resources along with reduced efficiency (6).

T. Work stated that this subject really should be dealt with by the Time and Place Committee because the creation of sections seemed to really boil down to where meeting should be held. The thought was that perhaps meetings should be held in particular geographic areas in proportion to membership [e.g., if majority of members are US (or wherever), then the majority of meetings should be in US (or wherever)]. D. Jessup countered that the geographic distribution of members may not reflect desire of that membership for a separate section. Sections have arisen because there is a commonality such as language, geography, or specialty. There should be a very strong desire for North Americans to establish a section and it should be clear how such a section would affect NA members in terms of increased costs etc.

Motion (Kreuder-Johnson/McLelland): That the WDA not form a North American section at this time. Passed unanimously

E. Ågren stated that the motion for now is appropriate but canvassing the NA membership some point in the future would be a good idea. L. Creekmore agreed and asked Council if the time to consider revisiting the issue would be when the North American and non North American membership numbers become more equalized as the Association becomes more international.

Item 2: WDA Monograph Series presented by Kristin Mansfield.

There is need to review progress towards activation of a WDA monograph series.

The following motion was passed at the 2009 Annual Council meeting. "(Work/Baeten): That the WDA establish a self-sustaining wildlife disease monograph series".

Concerns have been raised regarding absence of volunteer time to devote to a monograph series and lack of proposed submissions.

Motion (Mansfield/Mills): Table the monograph series until the resources for its successful introduction can be identified.

J. Mills stated that there needs to be a champion for the monograph series. No one has volunteered for this as the members of the Editorial Board are already overtaxed by other duties. The monograph series needs to be its own self-sustaining entity with an editor and staff. L. Creekmore added that a search needs to be carried out to identify the editor and support staff.

C. van Riper noted that if Council tables the monograph series, it will say that Council does not want the monograph series. There is simply no action on it and we can continue not to act on it instead of tabling the monograph series.

Motion was withdrawn by K. Mansfield

New Business

Item 1: Capping JWD Pages to be published presented by D Gavier-Widén

Journal page numbers have been increasing with each volume in recent years. This trend is financially unsustainable for the WDA and physically unsustainable for the Editor and Assistant Editors. Projected number of pages for Volume 46 is 1,370. It is hard to moderate page numbers for many reasons but we need to address this issue.

J. Mills prefers to decrease the number of pages published slowly and recommends a decrease to 1,100 pages for 2011. It would be difficult to decrease drastically due to number of manuscripts currently in the pipeline. The decrease would be accomplished via methods such as giving editors and assistant editors more latitude to reject manuscripts, publishing "Letters" and putting lengthy methods and large tables on line. Changes in font size were also suggested.

Motion (Gavier-Widén/Work): That the WDA will finance publication of 1,100 pages in the *Journal of Wildlife Diseases* in 2011.

Friendly amendment:

Motion (Gavier-Widén/Work): That the WDA will finance publication of not more than 1,100 pages in the *Journal of Wildlife Diseases* in 2011. *Passed unanimously.*

Item 2: Author Page Charges for JWD presented by J. Mills

Background

Production costs for 2010 are/would be \$180/page and JWD revenue covers only 43% of production costs. The current author page fees paid to the Association were implemented first for papers appearing in the January 2001 issue of the *Journal*.

The Association will be facing annual increases for print contract in the form of

- large increases in distribution fees

- introduction of an electronic in addition to print version of the *Journal*
- Council dedicating more funding than recently used for the editor fee
- Council dedicating more funding than recently used for the editor assistant fee

There is added incentive is to publish concise papers to minimize page charges. An increase of author page charges for members from \$65/page to \$80/page for the first six pages would still result in member authors saving more than the annual value of their membership in publishing even a three page paper. The majority of delinquent authors with unpaid invoices are non-members and the majority of those are authors in countries with less developed economies.

Some authors join the WDA so that they receive member benefits for author page charges and then do not renew the following year. The highly preferential page charge rate should be for committed members of the WDA. To avoid member authors by convenience, one strategy used by some journals is to require that one of either the senior or corresponding authors must be a member-in-good-standing rather than a junior author potentially added for the convenience of preferential page charges.

Current page charge fees for WDA members are low as compared to many other societies and would remain competitive with the proposed increases. Current page charge fees for non-WDA members are towards the higher end compared to some other journals but still within the range charged by other societies. Changes on author page charge fees will generate an additional \$15,000 - \$20,000 in revenue and increase the proportion of total journal costs covered by journal revenue from 43% to 49-51%.

Motion (Mills/Kreuder-Johnson): That authors publishing in the *Journal of Wildlife Diseases* qualify for the WDA member page charge rate only if either the lead or corresponding author has been a WDA member-in-good-standing as defined as having an active WDA membership at the time of submission and continuous for 2 years prior to submission of the manuscript.

Motion (Mills/Kreuder-Johnson): That author page charges for WDA members publishing in the *Journal of Wildlife Diseases* be increased to \$80/page for the first six pages and to \$125/page for each additional page.

Motion (Mills/Kreuder-Johnson): That author page charges for authors publishing in the *Journal of Wildlife Diseases* and who are not WDA members in good standing remain at \$120/page for the first six pages and be increased to \$140/page for each additional page.

Motion (Mills/Kreuder-Johnson): That authors pay for color plates on a cost recovery basis.

T. Work asked whether Council should introduce a flat fee of \$120/page to avoid the added effort to determine who is a member in good standing. E. Addison replied that the recommended charges were brought forth by the Budget and Audit Committee and the Treasurer and that membership information is readily available.

An explanation was requested regarding the occurrence of defaults (non-payments). As bills for manuscripts accompany the proofs, the manuscripts are already being published before payment is requested. The consensus was that this policy should be changed and that payments need to be received before publication. This subject will be explored further with Allen Press.

A friendly Amendment was introduced for all four motions presented: wherever “pages” occurs, change to “printed journal pages”, not “manuscript pages”.

Motion (Mills/Kreuder-Johnson): That authors publishing in the *Journal of Wildlife Diseases* qualify for the WDA member printed journal page charge rate only if either the lead or corresponding author has been a WDA member-in-good-standing as defined as having an active WDA membership at the time of submission and continuous for 2 years prior to submission of the manuscript. *Passed unanimously*

Motion (Mills/Kreuder-Johnson): That author printed journal page charges for WDA members publishing in the *Journal of Wildlife Diseases* be increased to \$80/page for the first six pages and to \$125/page for each additional page. *Passed unanimously*

Motion (Mills/Kreuder-Johnson): That author printed journal page charges for authors publishing in the *Journal of Wildlife Diseases* and who are not WDA members in good standing remain at \$120/page for the first six printed journal pages and be increased to \$140/page for each additional printed journal page. *Passed unanimously*

Motion (Mills/Kreuder-Johnson): That authors pay for color plates on a cost recovery basis. *Passed unanimously*

Item #3: 2011 JWD Subscription Fees presented by Paul Duff

The numbers of subscribers continue to drop dramatically and continually (having dropped 25% in the past 25 years). Such declines are industry-wide in science journal publishing. Reasons include significant losses in endowment assets in 2008 and 2009 and the related ability for universities to generate operating money; paying exorbitant fees from the for-profit publishers; and the proliferation of journal titles and much more.

With the subscriber fee increases from 2002 to 2003, by 2004 WDA had only 56% of the subscribers that it had in 2002.

Many librarians at publishers' meetings have indicated that they will no longer subsidize lower membership fees with high institutional subscriber fees.

Association subscriber fees in 2009 were only 8th lowest of 30 journals with which comparisons were made. This indicates that the Association has been charging subscribers disproportionately larger fees than it has members.

Numerous societies reported at the 2008 and 2009 HighWire Press publishers' meetings that they were reducing institutional fees because of the known reductions of buying power at libraries for reasons previously articulated. They would rather keep subscribers than lose them.

Motion (Duff/McLelland): That subscription fees for the *Journal of Wildlife Diseases* not be increased for 2011. *Passed unanimously*

Item #4: 2011 WDA Membership Fees

From 2003 to 2010, regular WDA member fees increased \$10 and student member fees remained the same. During the same period from 2003 to 2010, operating expenses increased 129%.

To avoid losing members, Allen Press always recommends more frequent smaller increases in fees over occasional large increases. However, Council has been reluctant to increase fees during the past number of years when we were realizing large annual net gains. Despite a sizeable increase in regular and student fees from 2002 to 2003 of \$21 (33%) and \$8 (25%), membership numbers faltered for only 2-3 years but revenue was higher in each of those years.

Motion (Baeten/Ågren): That annual fees for regular WDA members in 2011 be increased to \$110 with print and electronic journal and \$100 with electronic journal only; that annual fees for student members in 2011 be increased to \$50 with print and electronic journal and \$40 with electronic journal only; that annual fees for associate members in 2011 be increased to \$30. *Passed unanimously*

L. Baeten has asked some students about the increase in student fees and the going opinion is that \$50 is a reasonable amount. L. Baeten also suggests that Council develop a more formulated method for increases in fees such as a standard COLA increase.

E. Addison clarified the differences between regular and associate members. Associate members get the right to vote, can stand for election, receive the electronic journal, but they do not get discounts at conferences and they do not get the paper journal.

Item #5: 2009 Financial Audit presented by T. Work

An audit of the WDA financial records is required as directed in the Article V, Section 2 of the Constitution:

“Financial records of the Business Manager shall be audited at minimum every three years by a Public Accountant or an Auditing Committee of three members, the method to be determined by the Council.”

Formal audits are very thorough, complete and expensive. This is why previous Councils have either elected to have a tightly limited external examination of the Association’s records (as occurred in 2003) or most frequently had an internal audit committee appointed by the president (as occurred in 2006).

The 2003 review of records and procedures by an accounting firm

- described the system that we use to manage our finances ,
- verified that the assets declared as being held by the Association actually were held
- tracked 10 revenue generating activities and 10 expenses through our accounting records to ensure that the revenue was traceable and the expenses warranted.

The 2006 internal audit did much more for the Association than the 2003 audit, much more than internal audits had done in the past and probably more than required for many years. Instead of describing WDA’s procedures as done in 2003, the 2006 committee evaluated in detail how the Association’s procedures might be improved. They made many recommendations to Council. Every recommendation was endorsed by Council and documented with approved motions. These can be referenced at JWD 45: 561-564.

Considerations

- formal external audits can cost a lot of money (approximately \$10,000-\$20,000)
- internal audits can be as useful or more useful
- it helps to have evaluators know the system and where it may be weak.

C. Gillin asked about liability in the event of internal auditor committing an error and whether there is a template followed for the internal audits.

C. van Riper stated that the main purpose of this is to make sure that financial activities of WDA are legitimate. The external audit in 2003 was at significant cost. An internal audit could be viewed as providing the potential for a conflict of interest. However, if the persons chosen to do the audit are competent, have prior experience with WDA finances and understand the workings of WDA, they will be better equipped to conduct a sound and thorough audit than an outside auditor.

D. Jessup stated that there is a risk of liability but only if there is an issue of fraud.

E. Addison added that Council needs to follow the constitution and bylaws of the Association. As long as it is doing so, Council is not required to do an audit at any specific time. A formal audit would cost the Association approximately \$40-50K. The 2003 records specifically stated that it was not a formal audit. The audit that T. Yuill and others did in 2006 was exemplary. They also did a "program" audit to examine how money was managed, not simply whether money was there or not. This audit resulted in many excellent recommendations to Council. It greatly improved management of the Association.

Motion (Work/McLelland): That the president appoint WDA members to perform an internal audit of the WDA 2009 financial records and practices. *Passed unanimously*

Item #6: Transfer of Fees to Sections presented by J. McLelland.

Background

The current system was developed when the Australasian Section asked the Association to manage section membership lists and the Association realized that geographic sections were only for WDA members. At the time, many people were considered members of sections but they were not WDA members. To bring WDA in line with its bylaws, it was agreed that people must register as WDA members to qualify as section members. In its contract with the business management side of Allen Press, WDA was paying \$6.75/annum to manage each member record. This included a wide variety of services available through <http://wda.allenmm.com>. It was expected that some of the people joining the Association specifically to be members of local geographic sections would likely join the Association as Associate Members. The Associate Member fee at the time (and at present) was \$22 US. After a lot of discussion, it was agreed in all geographic sections that the Association would return to sections for each section member, the difference between the cost of an Associate Member membership and the cost of managing a member record at the business office (i.e. \$22.00 - \$6.75 = \$15.25). It was also agreed that the transfer of money would occur once annually based on the membership as of 30 June. Most costs that service all members of the Association, including section members, are not covered by fees of Associate Members but the above system has been relatively simple and accepted.

In 2008 an Audit Committee evaluated procedures of the WDA. One aspect was examining conformity of our financial practices with the expectations of the tax authorities in the United States where the Association is incorporated. The Committee recommended and Council, including all section chairs, endorsed that the sections submit an annual financial report prior to the transfer of membership fees after 30 June each year. These reports would be kept for seven years in the event of the Association receiving a tax audit.

Section Donations

At the September 2008 Kioloa meeting of the Australasian Section (WDAA), the section passed a motion to provide opportunities for members of the WDAA to check off and pay a \$20 donation to the section. This allowed people not from the geographic area to also donate, be considered section members and receive the WDAA newsletter. This donation opportunity began for the 2010 membership year since rates and forms had already been set for 2009.

Change in per Member Record Fee

A new business management contract with Allen Press for 2010-2012 was signed in late 2009. As of January 1, 2010, the per member base fee for management of our membership database has risen to \$7.00 US from \$6.75 per member. This is the first increase in at least six years. The previous direction of Council was specifically to transfer \$15.25/member back to the section annually.

Potential Changes in Fees:

Since 2003, WDA expenses have increased 129% while student and associate member fees have increased 0% and regular member fees have increased 11%. Council discussed increases in fees in order to pay for some of the increased costs. This may result in changes in the arrangement with transfer of funds to sections that will have to be negotiated beginning with the 2011 membership year.

It is recommended that Council have a more general motion about transfer of fees that need not be changed with every \$0.25 change per member in our Allen Press contract.

J. McLelland mentioned that the Australasian Section was not incurring enough funds to support the section so they voted to have an additional \$20 suggested donation per member.

D. Jessup asked whether abstracts from section meetings can be made available to the membership. That would allow sections to give back something to the Association. D. Gavier-Widén stated that the European Section website does have links to proceedings of European meetings. E. Ågren mentioned that the Nordic Section will have abstracts made available soon.

E. Addison reiterated that associate member fees don't really contribute much to parent organization but that this system contributes to international cohesion.

Motion (McLelland/Ågren): That for each section member, the price of an associate membership minus the current per member base fee for management of the membership database be returned annually to sections along with all donations specifically directed to each section. *Passed unanimously*

Item #9: Funding for Student Chapters presented by C. Kreuder-Johnson

Background

In 2009, the Student Activities Committee (SAC) developed a proposal for provision of funds for use by WDA student chapters. They presented excellent suggestions but due to time limitations the topic did not receive Council consideration in the December 2009 Council meetings.

SAC Recommendations

In general, Council would like to allocate funding to encourage student chapters. However, opportunities must be developed based on current knowledge and agreed upon guidance.

The WDA already encourages students through low student membership fees, representation on Council and committees, profiling students at conferences, the Association award program, and student chapters.

Unfortunately, under current conditions, the student activities fund cannot continue to fund student activities and be a source of money to fund student chapters. Although the fund is quite large (assets as of December 2009 were \$60,777), it only remains approximately stable at current expense levels even with annual donations, auction revenue, and investment revenue.

An important question is how funds should be acquired for student chapters and how those funds should be distributed. Regarding use of student fees for funding student chapters, those students not in chapters will assist funding those students in chapters. In light of this, Council should find an alternative source of revenue for student chapters. In addition, if funds are offered only upon requests from students, then the more frequently a chapter asks for funds the more likely they are to receive funds. Once funding is identified, perhaps Council could develop a system of granting funds that considers equitable distribution among chapters.

L. Creekmore suggested that the Endowment and New Funds Committee be charged with developing themes to recruit donors for student funds. The membership also must be reminded to donate funds when they renew. It is very important to support the student chapters; however the support needs to be equitable supporting both students in student Chapters as well as students that are not.

D. Jessup recommended talking with other societies with strong student programs such as the Wildlife Society.

Additional Items:

L. Creekmore then suggested that Council review the committee reports and the remainder of the briefing notes so that it can deal with some of the issues via email or by teleconference on a later date.

There was then brief discussion on the request for WDA support of a petition to the EPA to ban lead shot, bullets, and fishing sinkers nationwide to protect wildlife and human health. The petition was sent to a few WDA members by representatives of the Center for Biological Diversity and the American Bird Conservancy. It was suggested that if WDA wants to make a stand, a statement should be developed. However, this is a politically charged subject and WDA needs to be aware of the possible unintended consequences of supporting such a stance. D. Jessup suggested the need to check with some of the other organizations before any statements are made. T. Work emphasized the fact that WDA is an international organization and that lead is a North American issue.

Before adjournment, L. Creekmore reminded Council that all of the offices are up for election next year and nominations are needed.

Adjournment

Motion to adjourn (Work/Ågren) at 18:17 local time. *Passed unanimously.*