

	Description	Doc ID Responsible/version Last update
	<p style="text-align: center;">APPROVED</p> <p style="text-align: center;">ACTION ITEM</p> <p style="text-align: center;">Approval of Council Meeting Notes March 2015</p>	WDA-ACT#2015-11 CDN v2.0 01.09.2015

[ACTION ITEM - WDA-ACT#2015-11](#) [Approval of Council Meeting Notes – March 2015](#)

1. Background

The WDA Council met on March 31st 09:00 PM GMT (UCT+1) via telephone conference system. Secretary Carlos das Neves was responsible for writing down the minutes of this meeting to be presented for approval at the next WDA Council meeting. The Secretary further informs that the minutes include exclusively the major discussions during Council. For several items where briefing notes were presented orally and when this information matches that already included in the Action items briefing notes it is not repeated in this minutes.

A full audio recording of the Council meeting is available for members who wish to review details from this meeting.

2. Discussion

See Council Meeting Notes (**WDA-ACT#2015-11**)

3. Motion

WDA Council approves the minutes of the Council meeting which took place over telephone conference system on March 31st 2015.

4. Extra documentation

1. Minutes from the March WDA Council meeting

5. Decision

Moved:	Marcela Uhart
Seconded:	Michelle Verant
Result:	APPROVED unanimously

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DOC 1

WDA Council Meeting

March 31st 2015 – Telephone conference call system

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Note: An audio record of this Council Meeting is available and supports these minutes.

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1. Agenda

The agenda for this Council meeting (**WDA-DOC#2015-01 v1.0**) was forwarded to all members as part of the document package sent on March 17th 2015. An addendum to the Agenda and a second documents package was sent the week after to all Council members.

2. Opening procedures

Council was called to order by President Thierry Work at 09:06 PM GMT (UTC+0), and after completion of a roll call (presented ahead in 3) it was verified that **quorum was established**. The President thanked all members for participation and moved immediately to the council business as established in the agenda.

3. Council members' attendance

The following Council members were present:

Function	Name	Comments
President	Thierry Work	
Vice-President	Marcella Uhart	<i>From ACT#04 forward</i>
Secretary	Carlos das Neves	
Treasurer	Laurie Baeten	
JWD Editor	James Mills	
Past President	Dolores Gavier-Widén	<i>From ACT#10 forward</i>
Student Member	Michelle L Verant	
Member at Large	Patricia R Bright	<i>From ACT#09 forward</i>
Member at Large	Daniel Tompkins	<i>From ACT#04 forward</i>
Member at Large	Emi Saito	
Member at Large	Frances Gulland	
Member at Large	Karrie Rose	
Nordic Section	Aleksija Neimane	
WVS	Anne Justice-Allen	
European Section	Lisa Yon	
Latin America Section	José Luiz Catão Dias	<i>From ACT#03 forward</i>
Australasian Section	Andrew Peters	

WDA Executive Manager **Dave Jessup** was also present.

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The following Council members were absent:

Function	Name
Website Editor	Tammie O'Rourke
Newsletter Editor	Samantha Gibbs
Member at Large	Richard Gerhold
Africa-Middle East Section	Tom Nyariki

President **Thierry** immediately informed that Tammie O'Rourke has resigned as website editor and should therefore no longer sit in Council. A formal vote of Council was required to formalize her exit from Council. President **Thierry** put this to an immediate vote and it was **approved unanimously**. President **Thierry** took also this opportunity to thank Tammie O'Rourke for all her work as website editor.

4. Council Business – Action Items

4.1.ACT#2015-02 Approval of Council Meeting Notes – December 14 Council

Das Neves informed that some small spelling changes were found in the document in the meantime and corrected. **Thierry** thanked the Secretary for the work in putting together all the Council documents.

Neimane moved this Action Item's Motion to Council and the motion was seconded by **Yon**.

Discussion was opened and closed without any additional comments.

MOTION was put to vote and UNANIMOUSLY APPROVED.

4.2.ACT#2015-03 WDA Officer's travel payments to Australia meeting

Thierry explained the background for this motion specifically on what related to increasing difficulties to have officers present in international WDA meetings and the need to find mechanisms to allow these essential people to be present on WDA meetings where they carry essential business to the Association.

Justice-Allen enquired on how and who decides on the amounts. **Thierry** explained this action item is restricted only to the upcoming meeting and the two officers considered in the motion. **Verant** also questioned about if the student representative in Council could be considered in this type of solutions in the future. **Das Neves** clarified that there is an information item about expanding these "solutions" for other members of Council and that **Verant's** doubts could be discussed under that item.

Mills moved this Action Item's Motion to Council and the motion was seconded by **Das Neves**.

Discussion was opened and closed without any additional comments. **MOTION was put to vote and APPROVED with the abstention of Baeten.**

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4.3.ACT#2015-04 Increase in Student Travel Grants

Verant introduced this action item and clarified the information provided in the background of the briefing note. **Tompkins** asked about the logic of awarding grants to students who are actually not presenting any work at the conference. **Verant** considered it as a good remark but that allowing them to be present at conferences also helps students to find possibilities and not least funding to carry wildlife research thereafter. **Jessup** mentioned that guidelines don't limit the awards to students not presenting so other options can be considered for the selection to the awards (meaning those presenting are not excluded). **Verant** confirmed this to be correct. **Baeten** mentioned that scoring criteria does include previous participations on WDA and many who get the award do in fact present at the meeting. **Yon** asked about what the scoring criteria were and these were clarified by **Verant**. **Saito** questioned why open 2 additional grants rather than increasing the 5 already existing. **Verant** explained this idea was also considered and there is an ad hoc committee working on this topic.

Uhart moved this Action Item's Motion to Council and the motion was seconded by **Baeten**.

Neimane asked if this was a one-time approval only. **Thierry** confirmed it to be so and **Jessup** further explained that the 2500 annual limit is under discussion and a permanent change would require a different wording and motion. Furthermore he mentioned that a non-binding permanent change could allow flexibility between awards and grants depending on year and locations of the conferences. No further issues being raised the discussion was closed.

MOTION was put to vote and UNANIMOUSLY APPROVED.

4.4.ACT#2015-05 Treasurer's report

Baeten presented the report and mentioned specifically the portfolio and that the work with Allen Press is improving quickly after some "bumpy" periods in 2014.

Justice-Allen moved this Action Item's Motion to Council and the motion was seconded by **Neimane**.

Discussion was opened and closed without any additional comments.

MOTION was put to vote and UNANIMOUSLY APPROVED.

4.5.ACT#2015-06 WDA Website manager and compensation

Jessup presented the background for this motion and focused initially on some of the new functionalities of WDA's website, mentioning also that Miss Serrano is helping on the website since O'Rourke resignation, without however being formally Website manager. **Work** also testified that Miss Serrano has been very helpful and a great asset to WDA. **Thompkins** asked about the sustainability/long terms plans for Miss Serrano doing this work in the future. **Jessup** commented that **Thompkins** question was important question and that WDA needs to think what it wants to do with its website, specifically if

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one should move to an “external” management of the website or continue with internal solutions (appointed website manager). He doubted however that the present solution could be anything else than a temporary option. **Work** mentioned that this is a topic the officers need to think and consider in the near future.

Verant moved this Action Item’s Motion to Council and the motion was seconded by **Peters**.

Discussion was opened and closed without any additional comments.

MOTION was put to vote and UNANIMOUSLY APPROVED.

4.6.ACT#2015-07 Relationship with the Wildlife Society and ExMan travel to TWS Conference

Work briefly presented the cooperation between WDA and TWS and informed that due to transitions on the leadership of TWS its commitment to continue the MoU is being doubted. **Jessup** elaborated on this and the upcoming process for renewing the MoU and informed of some ongoing contacts with TWS, stressing that meeting face-to-face with TWS on their upcoming meeting would be an important move for WDA. **Mills** asked if **Jessup** was confident on improving this relationship. **Jessup** answered positively but also pointed out that while WDA was very quick to implement the MoU, TWS had been losing and interest recently and it would be important to counter this as quickly as possible.

Das Neves moved this Action Item’s Motion to Council and the motion was seconded by **Justice-Allen**.

Discussion was opened and closed without any additional comments.

MOTION was put to vote and UNANIMOUSLY APPROVED.

4.7.ACT#2015-08 Contract signing authority for 2016 WDA International Conference

Work introduced the topic referred in the briefing note. **Jessup** further explained the administrative routines concerning signing contracts on behalf of WDA. He then clarified that allowing Dr. Schuler to sign contracts on behalf of WDA, concerning the organization of the upcoming 2016 Conference, would be logistically easier and strategically in line with the interest of WDA.

Baeten moved this Action Item’s Motion to Council and the motion was seconded by **Yon**.

Discussion was opened and closed without any additional comments.

MOTION was put to vote and UNANIMOUSLY APPROVED.

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4.8.ACT#2015-09 Promotion for Asian Section at the 2015 WDA Conference

Work introduced this item to Council and explained the previous efforts done to increase collaboration with ASCM and increase WDA presence in southeastern Asia. Considering that the 2015 Conference is in Australia because of geographical proximity this meeting could be a great opportunity to allow WDA and ASCM members to meet and enhance cooperation. **Jessup** explained that WDA Australia would be willing to contribute in line with WDA. **Jessup** also informed that OIE is supporting the travelling of 2 focal points from the area to the Australian Conference. **Peters** confirmed that WDA Australasian section will contribute with a minimum of 1000 USD.

Peters presented this Action Item's Motion to Council and the motion was seconded by **Catão-Dias**.

Discussion was opened and closed without any additional comments.

MOTION was put to vote and UNANIMOUSLY APPROVED

4.9.ACT#2015-10 Small Grants Committee – Report of activities and funding proposals

Work introduced this item to Council. **Gavier-Widén**, **Neimane** and **Yon** informed that since they submitted applications for these grants they would abstain from voting on this action item.

Uhart asked regarding the 3rd proposal if by not funding the full amount of the application, what would happen if applicants don't come up with the remaining of the budget. **Work** informed that the Grants Committee will require this proposal to be adjusted to the amount awarded. **Baeten** reminded Council that some additional not used money could be applied here to complement, but several members mentioned this would be changing the Grants Committee recommendation and hence deviate from the present motion.

Baeten moved this Action Item's Motion to Council and the motion was seconded by **Uhart**.

Discussion was opened and closed without any additional comments.

MOTION was put to vote and APPROVED with the abstentions of Gavier-Widén, Neimane and Yon.

5. Council Business – Information Items

5.1.INF#2015-01 Guidelines for WDA Officer's travels

Work informed that following the approval of Officers travels for the WDA Australia Conference it would be important to have better and quicker mechanisms to allow e.g. the President to use his power to decide on allowing WDA to pay for other officers when their presence in meetings is essential for WDA Business. **Das Neves** highlighted that since a motion is yet to come it might be written in a way to include not just officers but give discretionary power to the President to consider other Council or

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Committee members when their presence is deemed essential. **Saito** supported the proposal of **Das Neves** on extending this policy to others than officers. **Jessup** suggested also that several mechanisms can be used such as e.g. free registration rather than accommodation and travel expenses. **Work** also highlighted that the issue of paying for travelling to WDA meetings might to some extent be an impediment for some people to run for offices at WDA. **Peters** agreeing with the flexibility on these mechanisms asked however what would be the cap on funding available for this. **Justice-Allen** also asked for a clarification if we are aiming only at flights or accommodations, registrations etc... **Das Neves** answering on **Peters** question believed that during budget approval every year the President will know where the meeting is and the officers' situation so a value can be proposed yearly based on the reality and foreseen needs. **Gavier-Widén** raised the question on who can decide on the event of being the President the one needing to benefit from this mechanism. **Jessup** also mentioned that clear transparent mechanisms need to be considered. **Work** suggested that this discussion should continue in the future and brought before Council at a later stage in the form of an action item.

5.2.INF#2015-02 Update on the 64th International Conference of the WDA

Peters introduced this item to Council on behalf of the organizing committee. As of 30th March there were 108 abstracts and 108 registrations but the conference organizers believe that most registrations will come on the last 2 weeks before deadline. Sponsorships have been a challenging issue but fund raising is moving forward though slower than desired. Satellite symposia are all confirmed and secured. **Work** thanked the organizers by their amazing work toward this Conference. **Bright** informed that USGS is expected to contribute with a sponsorship of 10 000 USD.

5.3.INF#2015-03 Student Chapter Grant Funding

Verant introduced this item to Council (background of Information Item summarizes all details **Verant** presented to Council). From 8 chapters in 2014, WDA now counts with 15 chapters. **Verant** informed Council that there are big differences on how chapters are run and how easy it is for these to access funding. Guidelines are being reviewed in order to better serve WDA student chapters while promoting bigger uniformity between geographical regions and different management routines. Guidelines are to be brought before Council in July. **Peters** mentioned that the review of the student funding guidelines is extremely important and he gave an ongoing example of a student group in Australia whom he is trying to motivate to join with WDA. **Jessup** mentioned that it's very important to ensure that student chapters and regional sections also have a good dynamics which should not be disturbed by the WDA "mother" organization.

5.4.INF#2015-04 Changing the Sections' reimbursement calendar

Jessup informed that AMM asked WDA to consider changing the reimbursement calendar to section to facilitate administrative procedures and to make these reimbursement periods match better with the fiscal year. No money reduction is expected for sections but reimbursement would be happening a few months later than current practice.

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5.5.INF#2015-05 WDA Constitution and Bylaws review process

Work explained that the WDA Constitution and Bylaws must be reviewed every 10 years. Officers have now finalized a revision of these documents which is now presented to Council members to allow all to comment and make suggestions before they are put again before Council for approval in July. **Jessup** stressed that members should deliver their comments as soon as possible. **Das Neves** informed that the proposal will be forwarded as a WORD file to allow members to add their comments directly. **Work** asked that Council provides comments no later than end of May. **Gavier-Widen** pointed out that while some changes are small others have the potential to be quite broad and deep and may require a good deal of discussion. **Uhart** proposed that the deadline be brought back to end of April since many comments are expected and it will take time to compile a consensus version. **Jessup** reminded that changes to the Constitution must then be voted by the membership after receiving the approval of Council. **Baeten** suggested split deadlines for these documents. **Das Neves** thought however that members should go through documents together to make sure both are ready for a large discussion in July and an eventual final approval. End of April is the date agreed for comments to be returned.

6. Other Council Business

Gavier-Widén apologized for her delayed arrival to Council due to a mistake in the hour conversion. **Das Neves** informed Council of the ongoing preparations for the upcoming elections. **Das Neves** and **Jessup** have worked on this issue and AMM will arrange for the candidate's profiles to be uploaded to the WDA website after which the election will start (electronically only). Voting will last for 1 month and it is expected to be concluded by May 31st.

7. Conclusion remarks

No further topics being brought before Council, President **Work** thanked all members for their participation and moved for closure, being seconded by **Das Neves**.

Council was officially declared closed at 10:53PM GMT (UTC+0).

**Respectfully submitted to the attention and approval of the WDA Council,
Oslo, Norway 10th July 2015**



Carlos G. das Neves
WDA Secretary

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