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ACTION ITEM - WDA-ACT#2014-31 **Approval of Council Meeting Notes – July 2014 Council**

1. Background

The WDA Council met on Sunday 27th July 2014 ahead of the beginning of the 63rd annual conference of the WDA, in Albuquerque, New Mexico, USA. The outgoing secretary Peregrine Wolff was responsible for writing down the minutes of this meeting which, after a period of revision among officers, were delivered to the new WDA Secretary Carlos das Neves on September 8th 2014 to be presented for voting at the next WDA Council meeting.

2. Discussion

See Council Meeting Notes (WDA-ACT#2015-02)

3. Potential Motion

WDA Council approves the minutes of the Council meeting which took place in Albuquerque, New Mexico, USA on July 27th 2014.

4. Extra documentation

1. Minutes from the July WDA Council meeting
2. Action Items Generated during the July WDA Council meeting

5. Decision

Moved:	Marcela Uhart
Seconded:	Aleksija Neimanis
Result:	APPROVED unanimously

DOC 1

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WDA Council Meeting Sunday 27 July, Albuquerque, NM

COUNCIL MEMBERS PRESENT

Thierry Work (President), Marcella Uhart (Vice president) Laurie Baeten (Treasurer), Peregrine Wolff (Secretary), Dolores Gavier-Widén (Past President)- (via conference call) Jim Mills (Editor Journal of Wildlife Diseases), Samantha Gibbs (Newsletter Editor), Patti Bright (Member at Large), José Luiz Catão Dias (Latin America Section), Rick Gerhold (Member at Large), Anne Justice-Allen (Wildlife Veterinary Section), Carol Meteyer (Member at Large), Aleksija Neimanis (Nordic Section), Tim Portas (Australasian Section), Emi Saito (Member at Large), Lisa Shender (Student Member)

Council Members Absent:

Tammie O'Rourke (Website Editor), Christian Gortázar (European Section), Dan Tompkins (Member at Large) Ignasi Marco (Member at Large)

Others Present

Kristen Anderson (JWD, Managing Editor, AP), Dave Jessup (WDA Executive Manager), Hongxuan He, Mohamed Moustafa, Dean Goldner, Gerardo Suzan, Frances Gulland, Carlos Das Neves, Karrie Rose (via conference call), Nabin Ryamajhi, Charles Van Riper, Pam Whiteley, Tokuma Yanai

Welcome

President Work called the meeting to order at 13:00 Mountain Daylight Time and welcomed the members present. He also introduced our four guest members from Asia, Hongxuan He (China), Mohamed Moustafa (Egypt), Nabin Ryamajhi (Nepal), Tokuma Yanai (Japan) who along with Pam Whiteley (Australia), Charles Van Ripper and Dean Goldner are sitting in as observers.

OLD BUSINESS

OFFICERS' REPORTS

President's Report

- President Work thanked the leadership team for their contributions and hard work on behalf of WDA. Some highlights of the year included:
- The Hiring of a managing Editor
- The transfer of monies into a dedicated Endowment Fund, which will hopefully encourage donors outside of the organization to contribute to WDA's goal of endowing the Journal

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- Attending the first Latin American Section Meeting in Brazil. The meeting was very well run and the co-chairs, José Luiz Catão Dias and Eliana Matushima deserve much credit for their excellent organization of the meeting. There were over 100 people from 10 Latin American countries in attendance. The Latin American Section appears to be well on its way to doing great things.

Vice President’s Report

Vice president Uhart presented her report and outlined her duties which include assisting the President as needed and working with the Officers to make things happen and to assist the Committees in meeting their goals. She also chairs the Time and Place Committee working on this conference and future conference venues. She participated in the first ever review and awarding of the Student Travel Grants as well as the first meeting of the Latin American Section and draft MOU with IAAAM.

Treasurer’s Report

Treasurer Baeten presented:

Action Item 2014-15 (A) the 2014 Interim Treasurer’s Report.

As of May 31, 2014, our assets are:

Checking account balance with US Bank	\$91,243
Everbank money market account	\$1,526
Investment portfolio value (including unrealized gains)	<u>\$2,122,241</u>

Total assets: \$2,215,010

Treasurers Notes:

The Officers agreed that the treasurer should meet with the accountants at Allen Press in June 2014. As result the accountants have a better understanding of how our accounting lines are delineated. The Treasurer has a better understanding of the dynamics of the group at Allen Press which should help her going forward in her role as Treasurer.

Highlights of meeting:

- Further discussion will need to occur about the timing of geographic section fund distributions to simplify documentation of this accounting line. Allen Press would prefer that we distribute money to the sections at the end rather than in the middle of the year for tax purposes

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- They were very helpful with registration for the conference, although it would have been better to open it earlier.

Motion: (Meteyer/Uhart)

That the Wildlife Disease Association interim 2014 financial report detailing current assets totaling \$2,215,010 (including unrealized gains) as of May 31, 2014 be accepted as presented. *Passed Unanimously*

President Work thanked Treasurer Baeten for her excellent job as Treasurer.

Annual Published Financial Report 2013

This may not be the final report as there were some issues brought forth at the meeting with Allen Press so the numbers may change slightly.

As of December 31, 2013, the total assets including unrealized gains for the Wildlife Disease Association (WDA) were reported by Allen Press as \$1,895,249. This reflects an increase of \$386,606 over 2012 year end assets of \$1,508,643.

The distribution of assets in designated funds includes:

- \$1,751,170 held in equities, mutual funds, bonds and other fixed instruments, cash and cash equivalents within the investment portfolio (Fidelity) managed by Jacobson & Schmitt Advisors
- \$1,519 held in money market and certificate of deposit accounts with EverBank
- \$196,995 in US Treasury Fund bonds with Fidelity Investments
- \$128,761 in checking account with US Bank

Cause Specific Funds:

The Cause Specific Funds (CSF) represent ~20% of the investment portfolio. These values are calculated based on the proportion of each CSF 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 including donations and expenses attributable to each CSF 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.

Student Activities Fund:	\$81,764
Carlton Herman Founder's Fund:	\$39,242
Thorne & Williams Memorial Award Fund:	\$112,892
Endowment Fund - Journal of Wildlife Diseases:	<u>\$176,081</u>

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Registration revenue and some expenses for the 2013 Annual International Conference were handled by the hosting agency (University of Tennessee). A total of \$19,659 in conference sponsorships were received by the WDA. Conference revenue totaled \$133,494 including \$19,659 in sponsorships and exhibitor fees. Total expenses were \$70,497 resulting in a net profit of \$62,977. The profit from the conference was delegated to the JWD Endowment fund per a motion made by Council (July 2013).

Budget and Audit Committee Recommendations:

The BAC recommends no changes to the investment portfolio for 2014.

Audits

Per Budget and Audit Committee guidelines, audits are performed every three years. The audit of the financial records for 2012 is complete.

President Work thanked Executive Manager Jessup for his hard work on behalf of the annual conference which is a lot of work.

Discussion:

Treasurer Baeten pointed out that the format of the budget has changed so that it is easier to understand and contains the information that must be included in the published report as per WDA bylaws.

There is a 3 year audit system that is completed by an Audit Committee and the FY 2012 report is complete.

Secretary's Report

Secretary Wolff presented the report.

Motions passed between August 1, 2013 and July 4, 2014

Approved during Annual Council meeting Sunday 28 July, Knoxville, TN, USA:

Motion (Wolff/Langenberg):

WDA Council approves the minutes of the 2 May 2013 Council meeting.

Motion (Meteyer/Work):

That the Wildlife Disease Association Financial Summary Report for 2012 detailing current assets totaling \$1,508,643 (including unrealized gains) as of December 31, 2012 be accepted as presented.

Motion (Uhart/Bright):

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That the Wildlife Disease Association interim 2013 financial report detailing current assets totaling \$1,812,727 (including unrealized gains) as of May 31, 2013 be accepted as presented.

Motion (Gibbs/Uhart):

That the WDA Council recognizes errors in internal accounting that misled reporting of balances in the Student Activities Fund, the Carlton M. Herman Founders' Fund and Tom Thorne and Beth Williams Memorial Fund for 2010 and 2011.

Motion (Langenberg/Meteyer):

WDA Council requests and authorizes Ed Addison to sort through the hard copy archived WDA documents in his possession and determine which he believes may need to be preserved, and is authorized to destroy materials not legally required or of no financial or historic value. If he needs resources consult with the WDA President and Executive Manager.

Motion (Uhart/Baeten):

WDA Council approves renewal of the extension of the TWS-WDA MOU by the WDA President and Executive Manager on or before December 1, 2013 subject to its continued satisfactory fulfillment.

Motion (Work/Gerhold):

WDA Council approves the Student Small Travel Grants program as described in a proposal from the Student Activities Committee (SAC) dated July 28, 2013, to be administered by the SAC.

Motion (Baeten/Mills):

WDA Council approves the allocation of \$2,500 from the Student Activities Fund FY 2014 budget to establish and initially fund the Student Small Travel Grants program.

Motion (Work/Gortázar):

WDA Council approves the Awards Committee guidelines dated 22 June 2013. With amendments as suggested by Council on July 28, 2013.

Motion (Uhart/Work):

WDA Council approves the revised Nominations Committee guidelines dated June 22, 2013.

Motion (Uhart/Bright):

WDA Council approves the establishment of a new Small Grant Awards Standing Committee and modifies the by-laws accordingly

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Motion (Baeten/Meteyer):

Council approves Cornell University in Ithaca, NY as the location for the 2016 Annual International WDA Conference.”

Motion (Work/Langenberg):

Council supports either option decided by the Australasian section for the 2015 WDA International Annual Conference venue.

Motion (Gibbs/Gerhold):

Council approves the award of \$500 of the net proceeds of the 2013 WDA International annual conference to be awarded to the University of TN student chapter of the WDA in recognition of their contributions to the 2013 annual conference.

Conducted as e-business:

Motion (Mills/Shender):

WDA Council approves the Minutes of the 2013 Council Meeting and the Members Business Meeting conducted July 28th and August 1, 2013 respectively, in Knoxville, Tennessee.

Approved during December 12, 2013 Council conference call:

Motion (Meteyer/Gavier-Widén):

That the Wildlife Disease Association interim 2013 financial report detailing current assets totaling \$1,907,959 (including unrealized gains) as of September 30, 2013 be accepted as presented.

Motion (Uhart/Mills):

That the Wildlife Disease Association Budget Report for 2014 detailing projected revenue of \$590,500, projected expenses of \$577,745 and a total projected net profit of \$12,755 be accepted as presented.

Motion (Baeten/Neimanis):

WDA Council approves the report of the Nominations Committee and the slate of candidates for 2014.

Motion (Tompkins/Uhart):

WDA Council encourages the Editor and Executive Manager to continue to reduce costs associated with JWD production and distribution by tightly culling unused back issues, trimming print runs for the second through fourth issues of each year, and informing

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individual and institutional members that print runs will be limited and late renewal risks hard copy being unavailable.

Motion (Gavier-Widén/Uhart):

The WDA Council approves the reformation of an Africa and Middle East Section of WDA as proposed by the ad hoc committee and approved by the WDA International Committee in December 2013.

Motion (Reiss/Meteyer):

The WDA Council requests that the 3 person ad-hoc committee that developed the proposal for reformation of the Africa and Middle East Section serve in a leadership capacity for the Section until an election for officers is held, and that they select an ad hoc nominating committee to develop a slate of candidates for leadership of that Section, and hold election by electronic ballot by May 1, 2014.

Motion (Uhart/Mills):

WDA Council approves the proposal put forth by the Australasian Section of WDA to host the 2015 WDA 64th Annual Conference at the Twin Waters resort in Maroochydore.

Conducted as e-business:

Motion (Uhart/Gibbs):

WDA Council approves entering into a 5 year contract with Bio One for aggregator services and directs the Executive Manager and Editor of JWD to do so.

Approved during March 18, 2014 Council conference call:

Motion (Uhart/Meteyer):

WDA Council approves the minutes of the December 10, 2013 WDA Council Conference Call.

Motion (Gavier-Widén/Neimanis):

That the Wildlife Disease Association interim 2014 financial report detailing current assets totaling \$2,066,834 (including unrealized gains) as of January 31, 2014 be accepted as presented.

Motion (Meteyer/Reiss):

The WDA Council approves the immediate extension of the existing publication contract with AMM to include Managing Editor and Author Billing addenda at a cost of approximately \$31,900 yearly and the concurrent cessation of a contract for Editorial Assistant services in the amount of \$20,000 yearly.

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Motion (Uhart/Wolff):

WDA Council requests the Treasurer and Executive Manager to work with Jacobsen and Schmitt to develop two separate accounts, one designated the JWD Endowment and one designated the WDA Working Capital, and allocate approximately \$1.25 million of the existing invested funds at Jacobson and Schmitt to the JWD Endowment Fund, with the understanding that income and interest on that fund will be allowed to grow and compound until 2020 or until the endowment goal of \$2.5 million is met, whichever comes first.

Motion (Baeten/Gibbs):

Council has considered the Travel Expenditure Guidelines passed in 2013 and approves the expenditure of up to \$3000 to be matched by \$3000 from the Australasian Section to assure that appropriate representatives of WDA Australia attend the 2014 WDA conference in New Mexico to participate in Council and planning for the 2015 meeting.

The following amended motion was approved during Council e-business on May 28, 2014 as it was noted after the March 18, conference call that the Travel Guidelines had not been passed.

Amended Motion (Baeten/Mills):

Council has considered the Travel Expenditure Guidelines and approves the expenditure of up to \$3000 to be matched by \$3000 from the Australasian Section to assure that appropriate representatives of WDA Australia attend the 2014 WDA conference in New Mexico to participate in Council and planning for the 2015 meeting.

Motion (Reiss/Neimainis):

WDA Council approves up to \$5,000 to cover expenditures for the student mixer at the 2014 Annual International Conference. These funds are to originate from the Student Activities Fund that currently holds \$74,000.

Motion (Baeten/Mills):

WDA Council approves continued funding for the Small Grants Fund to the same level as last year (\$11,000) upon review of progress of the committee.

Motion (Work/Baeten):

WDA Council moves to adjourn the meeting at 13:40 PDT.

Conducted as e-business:

Motion (Baeten/Mills):

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The WDA Council approves the findings of the Awards Committee and confers the 2014 Emeritus award to Robert Patenaud, the 2014 Ed Addison Distinguished Service Award on Marc Artois, and the 2015 Ed Addison Distinguished Service Award on Dave Spratt.

Motion (Baeten/Mills):

The WDA Council approves the 2014 findings of the Small Grants Committee and the award of a grant for \$3542 for the development and publications of a JWD supplement on ‘Field Techniques to Improve Animal Welfare’

Motion (Baeten/Mills):

WDA Council approves the minutes of the March 18, 2014 WDA Council Conference Call.

EDITORS’ REPORTS

Editorial Board:

Danny Pence and Anne Fairbrother are stepping down from the Editorial Board and Lena Measures and Damian Jolly are stepping down as Assistant Editors. Editorial Assistant, Karoun Bagamian has also stepped down.

Allen Press has also undergone some changes. Kay Rose has left and AP is in the process of refilling this position. Our accounts manager, Tricia Klosterman has also changed her position and has been replaced by Julia Mitchell. And of great significance is the hiring of our new Managing Editor, Kristen Anderson who has been a great help.

Journal of Wildlife Diseases Highlights

- The number of pages published has been kept at 1100 over past 4 years. In 2014 we published the lowest number of pages since 2007; however we published the highest number of articles by enforcing page numbers and publishing more shorter manuscripts (i.e. Letters).
- Submissions by year have been fairly consistent since 2010.
- Our current rejection rate is 50% which has stayed fairly constant over the last 3 years.
- Pinnacle is keeping track of number of hits by country on the JWD website many of these are from China and Brazil who are some of the countries who contribute the most submissions. We are also receiving hits from other countries that we may not have thought would be interested such as the Middle East and Africa.
- We are no longer using Highwire as our e-publisher we are now using Allen press. We are now publishing all of our articles as pre-print, which means that they are citable articles for 3 to 6 months before they come out in hard copy. This should also give our impact factor a boost.

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- We are now offering open access for a fee (\$1,000 for members and \$1,500 for non members). This year we have had 7 people take advantage which has been increasing with every issue.
- Supplementary info online has also been catching on, as have "on-line-only" color images which saves the author up to \$500 over hard copy costs.
- We also have a new billing model where manuscripts can't go to press without payment. This has resulted in no more truant authors. We were often losing thousands of dollars per year with our previous billing model.
- We are no longer dealing with PayPal, Allen Press is handling billing for manuscripts and they also follow up on their invoices.
- The JWD is now making money and no longer needs to be supported by WDA membership fees.. Council will have to decide what do with the profits.
- JWD now has a Managing Editor which allows the Editor to focus on improving the Journal rather than dealing with minutiae

President Work thanked Editor Mills and Executive Manager Jessup for their joint effort on improving the business model of the JWD.

Executive Manager Jessup, This is mainly due to our improved relationship and communications with AMM over the past 3 years. They have integrated their business and publication services and have offered WDA many better ways to improve our business model with the Journal.

L. Shender - are open access fees a flat rate or article dependent?

Editor Mills – they are a flat rate.

Newsletter Editor

The Newsletter Editor's Report was presented by Sam Gibbs.

Over the past year, we have continued to improve and update the newsletter and the blast email announcing it. Four newsletters have been produced since last year's meeting using the new format. We now have access to the statistics and can see how many people actually open and click on various items within the newsletter. The statistics don't appear all that promising but not sure how they compare to other organizational newsletters. Approximately 40% of people opened the email, and between 35-44% of those clicked on one or more of the links within the email. So we can continue along and monitor the trend or discuss as Council whether we want to make any changes for the coming year.

C. Meteyer – preference for how we discuss and when we discuss the newsletter format, what kind of feedback do you want. Feels that we need to gather more data

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Vice President Uhart commented that we can track the number that open and read the newsletter but not sure how many are doing it through the website and this may impact the number of hits that we get.

Action Item:

A target for the Information Committee to follow up with the Newsletter Editor on monitoring the data on how often the newsletter is being read. Also look at comments from the communication survey as relates to the Newsletter.

C. Das Neves the newsletter depends on interaction with the regional sections. It might take time for members to get used to submitting items to the Newsletter.

Do we want to make any changes for the coming year?

Executive Manager Jessup asked if the Newsletter is accessed on the website then it should be able to be visualized in multiple languages, which may help make it more appealing to a broader audience.

Action Item:

Add hotlink to Blast email version that directs people that need translation to the web version.

President Work thanked S. Gibbs for her continued great work on the newsletter.

Website Editor

The Website Editor’s Report was presented by Executive Manager Jessup

2014 has been a busy year. I continually update the website and am kept very busy posting new job opportunities and other news items. All news items are also announced on our facebook page and twitter feeds.

We setup a new section on the website for the annual conference so that the same site can be reused each year. If the conference organizers are computer savvy, it can be configured so the organizers can post the information as it becomes available. However, for this year we left it so I added all the information.

My plan for 2014 is to update the site to make it easier to find items and to update the look. Hopefully I’ll be able to do this within the next few months.

Two tables containing statistics of the WDA website from Google Analytics from Aug 1 2013 – present were included in the report. As you can see there is a fair amount of traffic on our site with over 46,000 visitors.

President Work thanked T. O’Rourke for her ongoing efforts to continually improve the website.

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Presentation by guests from Asia

WDA has been looking into the possibility of getting Asian researchers and scientists involved in WDA. Pam Whitely has been reaching out to our Asian colleagues and attended two meetings of the Asian Society for Zoo and Wildlife Medicine (ASZWM), serving as an unofficial WDA ambassador. Through her efforts we have our four Asian colleagues here at the meeting.

Dr Nabin, who is the Vice Secretary of the ASZWM, presented an overview of the ASZWM and their ideas for increased collaboration with WDA. Some points that were covered in his presentation included:

- ASZWM is certified by the Asian Association of Veterinary Schools (AAVs).
- First approved non-university organization. There is collaboration among Asian veterinary schools under the umbrella of AAVs so being certified has helped with the improving the collaboration and reliability of the ASZWM.
- Major focus of ASZWM is: promotion and development of research in zoo and aquatic medicine, wildlife medicine and management, ecosystems research and zoonoses control.
- There is also an emphasis on holding scientific meetings throughout Asia and assisting veterinary students and researchers from the different developing countries within Asia.
- 8 different countries are represented on the Board
- The financial support comes from the veterinary society for zoo and wildlife medicine and the Korean society for zoo and wildlife medicine. This funding goes to support travel for members travelling to meetings from underdeveloped countries as well as publishing the proceeding of the meetings.
- The first meeting was held in 2004 and the emphasis has been to hold the meeting in developing countries so that there can be maximum attendance with little cost to participants. Usually have 20 countries represented. There are diverse topics and species represented. In 2013 there were 133 papers presented.
- They are encouraging each country where a meeting has been held to then develop their own organization to increase communication and collaboration.
- They are also looking at developing a text book to help standardize how zoo and wildlife medicine, including emerging infectious diseases, is taught within the veterinary schools across Asia.
- The Society has started a board certification, Asian College of Conservation Medicine (ACCM).
- They are also looking at international collaborations specifically with WDA. And would like to develop an Asian WDA section.
- There is a large amount of species diversity in Asia that requires immediate conservation efforts.

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- The 2014 meeting will be held in October in Vietnam and the conference topic will be One Health: An Asian Aspect. There will hopefully be a WDA session at the upcoming meeting to promote collaboration.
- The 2015 meeting will be in October in Myanmar.

Executive Manager Jessup asked if the proceedings contained full papers or just abstracts. Dr Habin replied that it contained a mixture of both.

President Work thanked Dr Habin for his presentation and Drs. He, Moustafa and Yanai for attending the meeting. He encouraged Council members to meet with them and explore ideas for possible collaborative efforts.

EXECUTIVE MANAGER'S REPORT

Executive Manager Report was presented by D. Jessup.

This report will highlight what has occurred over the past year. The ExMan duties include both duties that are outlined in the contracted as well as issues that surface during the year.

- Help to organize council meetings and prepare briefing documents, etc. for two phone meetings and the in person Council meetings at Knoxville and New Mexico
- Major improvements were made in communicating the needs of Officers and JWD Editor and the ExMan by the implementation of "howzit" calls – helped with officer communications
- WDA Newsbriefs were fully implemented this year. This is an outside contract, that weekly provides articles from national and international news sources to Dave. He usually adds one or two including an article from the current issues JWD. This then comes out on Wednesday in the US.
- Quarterly press releases – done by the nomination of the Associate Editors when there is an issue of JWD pending. A brief description of the nominated articles (usually about 5) are sent out to about 50 different news organizations in hopes that these articles will get picked up and stories will be generated that have a focus on wildlife disease. If an article gets picked up the Author benefits, the Journal Benefits and WDA benefits. In the last year articles have been picked up by JAVMA, Wildlife Professional, National Geographic and Popular Mechanics.
- 2013 annual conference netted \$62,000 for the JWD endowment. This was in large part due to the team from Knoxville who put together a great meeting.
- RFP – process and switched from Highwire to Pinnacle Press. We feel that we are getting much better service and are continuing to get the same number of hits (10,000 by 7,000 individuals) as we were with Highwire. We now can take announcements, advertisements, etc. on the on-line JWD site and use this as another form of communication to our members and to the outside world. If it is commercial advertising then it will bring in revenue.

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- Aggressive membership campaign that was headed in large part by Deb Miller and Rick Gerhold on the Membership Committee which worked with AMM to review the lapsed member reports. This allowed the targeting of lapsed members to see if we could get them to renew. Added language appropriate messages to get lapsed members in those countries.
- Made significant improvements on a members ability to pay on the WDA website. These issues were ironed out and it can be a seamless shopping experience.
- Worked with President to rewrite of the Zarnke Conference Manual to add items that had been pointed out by recent conference organizers. Also critical timelines were added where appropriate.
- Attended Australasian Section meeting. Important that the WDA parent body stay connected to the geographic sections and maintain an ongoing communications.
- Decision made to shift the location of the 2015 meeting to Marrochydore. The conference has a dedicated person overseeing the website and already has their page up and running.
- P. Whitely commented that it was very valuable to have Dave at the meeting and thanked Council for approving his travel to the meeting.
- Raised \$110,000 in 2013 and over 2 years we have raised over \$200,000 for the endowment.
- Worked closely with the folks in New Mexico and at Tamaya Resort to insure that the meeting came together.
- Three members (Thomas Naryiki, Mike Kock, Anne-Lise Chaubers) took the lead to reform the Africa/Middle East Section. Nominations and elections were held. There has been an increase in membership up to 64. This has been in large part due to two large organizations (Gorilla Docs and Kenya Wildlife Services) signing up their in country wildlife professionals. The section also has leftover funding from when previous section was active.
- Assisted the JWD Editor with the hiring of the new managing editor through AMM.
- Signed an MOA with the AAZV, we also have MOA's with TWS and AAWV and a pending MOA with IAAAM
- We have had a peak in individual membership this year with total of 1557. This represents a 10% increase.
- We separated the endowment from the rest of the general fund to both protect those funds and also potentially make the JWD Endowment effort more appealing to outside donors. We are 1/2 way to our endowment goals. This is important because if we reach endowment it will allow us to fulfill the WDA Mission in perpetuity and we also will not have to increase membership fees (which have not increased in over a decade) and that excellent wildlife health information will be available in areas of the world where the conservation challenges are the greatest and ability to pay is the lowest. It also

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increases the options that WDA has such as open access, student support, member services, increased pages in JWD, etc.

- With help of new assistant (Cindy Serriano) established of several new efforts to raise funds for the JWD endowment (car donation, Amazon Smile, and an online EBay auction).
- Cindy also put together a program to translate all pages of the WDA website instantly into over 40 languages.
- A rapid and successful acceptance of Bio One contract as a means to perhaps improve income from subscribing institutions by becoming part of a larger subscribing network.
- Before he died, Denny Constantine entrusted WDA with his accumulated data on use of artificial sound to attract rabid bats. Thierry agreed to act as Editor and I acted as an AE, and together with Cindy, we assembled this into two manuscripts. One will be featured in Wildlife Professional and one will be published at the WDA website as a new member only feature 'WDA Reports from the Field'.
- There currently are no back logs in unpaid memberships.

WDA is healthy and growing and the JWD endowment is working

President Work thanked Executive Manager Jessup for his immense efforts on behalf of WDA

COUNCIL BUSINESS - ACTION ITEMS

Item 2014 - 28: To recognize Tim Portas as the acting chair of the Australasian Section

Executive Manager Jessup noted that this was also done for Andrea Reiss when she attended the Annual meeting in Lyon.

Motion: (Gibbs/Baeten)

Council recognizes Tim Portas as the acting chair of the Australasian section of WDA for the 2014 meeting. *Passed unanimously*

Item 2014 – 16: MOA with IAAAM on the formation of an 'Aquatic Species' Membership Category

Thierry Work provided a background on the origination of the concept to develop an MOA between IAAAM and WDA and indicated that this concept had been first brought forward during the March 18, 2014 Council conference call.

Discussion:

S. Gibbs asked whether WDA members get "a deal" on the membership in IAAAM?

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Executive Manager Jessup pointed out that IAAAM does not put out a journal; however WDA members will get access to their meeting proceedings on our website. They have not offered any type of discounted membership, but WDA members do receive IAAAM member's registration rates.

IAAAM members pay for and get the equivalent of an Associate membership plus access to the Articles on aquatic animal medicine that are published in JWD, which is approx 20% of the JWD. This they get electronically.

C. Das Neves however in the MOA it says they will have the same privileges as a "Regular" Membership what does that mean?

President Work - we are trying to expand WDA membership and the horizons of our membership collaborations. This is a way to get new members in, they pay, and we get their proceedings which are quite comprehensive.

F. Gulland I have been a joint member in both meetings for years and this MOA looks to be a workable way to bring wildlife and aquatic animal health back together as IAAAM has become more focused on toxicology, acoustics and contaminates as they perceive the diseases as separate and perhaps this would help bridge the gap and help integrate the two communities.

C. Meteyer Perhaps we should pass this with the inclusion that in 3 years we will review this and make sure that it still works for both organizations and potentially then reassess where we are at.

Executive Manager Jessup replied that the MOA has been modified based on the input that was received at the March conference call and the MOA was changed from a 5 year to a 3 year MOA.

C. Das Neves we just need to clarify the membership categories to the general membership.

P. Bright why don't we remove "regular" from the membership description in point 1) within the MOA and replace with "associate"

L. Shender asked whether they get access to Member's only page. They pay \$10 more to get the Associate membership

Motion: (Gibbs/Uhart):

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WDA Council approves the July 2014 version of the MOA with International Association of Aquatic Animal Medicine (IAAAM) including the establishment of an ‘Aquatic Animal Member’ classification, with modifications in clause 1 as follows: “The WDA will establish a new classification of membership called “Aquatic Animal Member”.... which will have the same privileges as a WDA associate membership and will receive access to selected aquatic animal articles published in JWD in an online format at the WDA website.” *Passed unanimously*

C. Meteyer pointed out at the March Conference call we may want to develop a similar relationship with the American Association of Avian Pathologists (AAAP) to perhaps look at a developing a similar MOA with this group as they have had to cut out all the wildlife articles unless they are focused on avian influenza. C. Meteyer is offering to play a similar role as F. Gulland with editing the articles for this group if this would be something if we might want to move this forward this year.

P. Bright added that we may want to explore this type of MOA’s at a later date with other similar organizations.

Item 2014 - 17: Potential Streamlining of Student Activities Committee Funding Procedures

This item was presented by L. Shender. There is a small pot of money that can be divided amongst the student chapters. This was \$2000 which was divided amongst the student chapters. This year we have added 2 new chapters. So now there are 12 Student Chapters. Feel the \$2000 is not sufficient to split between this many Student Chapters. We are proposing to take some of the revenue from last year’s meeting (t-shirt sales and photo contest) and use \$1000 to supplement the chapters. This was approved by the Officers as it was under the amount that required Council approval. The bigger question is how much control the SAC has over the SA fund budget for such things as student chapter and travel grants and seed money for other fundraising activities, etc.

President Work summarized that the issue is rather than micromanaging the funding requests from the SAC – can we develop guidelines for them to operate under? There is currently \$81,000 in the SA fund budget. Some thoughts are to:

- 1) Allow SAC to spend the interest from the account
- 2) Allow SAC to spend interest and capitol down to a certain level
- 3) No change in the way SAC funding requests are handled

S. Gibbs - Is there enough interest generated each year for them to use?

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Treasurer Baeten - This year the investment fund earned them \$13,000, however the interest will go down as we split of the endowment fund into a separate account so now only getting interest from the general operating fund which is \$700,000. This year they may only get \$2000-3,000

R. Gerhold - is there a long term plan for the \$81,000 in the SAC?

Executive Manager Jessup: We have been managing our three cause specific funds to have the interest go back into the fund to fund the activities of the committee. However the SAC activities are increasing so the interest from the fund cannot support this level of spending.

C. Das Neves - what about establishing a cap on the amount they can spend? Perhaps a percentage of the fund that they can use?

A.Justice-Allen - The SA account is funded primarily by member donations and secondarily by auction, photo contest etc.?

Treasurer Baeten - the auction proceeds go to cover student awards so not much goes to SA fund.

C. Meteyer - It used to be that the awards for the students came out of the general fund not the SA fund because this fund was not for awards but rather for student activities. The endowment fund being split off from the general fund has decreased the interest on the cause specific funds. The cause specific funds shouldn't suffer because of the removal of the \$ for the endowment fund. Council may want to relook at the impacts of splitting this fund off and how these impacts can be corrected. Also, current members should benefit from their membership fees this is not being saved to give future members benefits.

L. Shender - can we come up with some other ideas on spending the \$ that would benefit students.

Treasurer Baeten – thanks to L. Shender for trying to expand the benefits to multiple students rather than the same students every year.

C. Das Neves - we may need to look at our whole spending strategy for WDA.

Executive Manager Jessup – When we separated out the operating expenses (include full year of operating capitol and all the endowed funds) this totaled \$700,000, which generates \$28,000 in interest that we are not using for WDA operations so there may be more interest available for the cause specific funds, and we may need to adjust the way we recalculate the Interest. Also

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compared to similar organizations we are doing better than many in our support for student chapters and members.

Vice President Uhart – We asked the SAC to come up with ideas on ways to spend the money, but every time they ask we are only approving a small amount. If we are asking for ideas then we need to be open to their suggestions.

Action Item:

1. The B&A Committee should sort out the interest issues on all the cause specific funds now that we have split out the endowment funds.
2. The B&A Committee will consider that the auction revenues are put into the SAC and that funding for the student awards comes out of the general funds.
3. S. Gibbs volunteers to chair an ad hoc Committee that will work with the SAC to develop a strategy for spending the money in the SA fund in such a way that it benefits the students but also preserves a portion of the fund.

Action Item 2014-18: Request for funding from the EWDA Student Chapter for a 2015 Workshop

Executive Manager Jessup presented the background on this item. The EWDA has a workshop every 2 years for their members. This has traditionally been funded by various means including funds from WDA. For the 2012 meeting the agreement was that the auction funds would all go to the EWDA student chapter for their 2013 meeting. Now they are looking for funding for their 2015 meeting. They received what other student chapters did (\$500) but are requesting \$5,000. WDA tries to make sure that the funding is divided equitably amongst all the student chapters.

C. Das Neves – this percentage view of student membership is too mechanistic. It is strange that EWDA has not stepped up to the discussion and has not put \$ into their own student chapter. We need their input as to what they are going to do to help support their student chapter. We will need to review ways to equitably divide up the money amongst our student chapters.

L. Shender –Is \$ 500 worthwhile to a chapter? Yes it is sufficient for many activities that these chapters conduct.

Treasurer Baeten – Some student chapters also get matching funds.

Executive Manager Jessup - EWDA does not have dues so they do not have a regular source of income other than the rebate money they get from WDA. They are an incorporated entity, but
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they have had to move their accounts from country to country every 2 years as Treasurers charge. They have recently responded to this by designating a 'Financial Manager' position (Marc Artois) and establishing a permanent account where they can receive and distribute funds in France.

C. Meteyer – Yes they do have \$ and they have funded their Student Chapter workshop in the past. They also get income from their annual meeting which usually returns a profit. Maybe we need to have EWDA discuss the possibility of charging dues so that they can assist in funding their own chapter.

Action Item:

Need to make sure that this item has been discussed with the EWDA. Dave will discuss in October at the EWDA meeting with the incoming chair of the section, Lisa Yon. They will discuss other sources of income for this workshop

Note: This has been done and a report provided to Officers.

A. Neimanis – is there some way that they could help fund this workshop as it is extremely valuable. They missed the Small Grants Committee timing for this year.

Vice President Uhart – the budget for the workshop is pretty extravagant perhaps they could tighten it up. In many cultures the student groups would feel very uncomfortable asking for a large amount of money and it would be considered impolite. We just need to be sensitive to the fact that there is broad need but some cultures will not ask and may not receive their share.

C. Das Neves – We have received a request from the chapter and need to answer them. They need feedback. We are not saying no, but we are discussing the request and gathering more information.

P. Bright – Not all their student members are WDA members. We need to encourage some of their students to join WDA and this would put more money back into EWDA. Also need to have a deadline for deciding when we are going to give them the money.

A. Justice-Allen – this is only for 40 students is there enough justification to fund this?

L. Shender – If we provide funds then maybe they make all the conference scientific materials available to the full WDA membership.

C. Das Neves – this is a competition to get to go to this training it is a big deal for these students.

Action Item:

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President Work – we will draft a statement to be sent to Council that will then be sent back to the EWDA.

This was completed by Executive Manager Jessup and President Work in August.

If we provide funds then maybe they make all the conference scientific materials available to the full WDA membership.

Action Item 2014-19: Potential Adjustments to Student Membership Category

Executive Manager Jessup presented the items concerning the length of time that a member can claim student membership status as well as changing the cost and benefits of a student membership. WDA recognizes that it may take a long time for professionals to get through their degrees. Do we want to set a time limit to how long a member can receive a student membership?

C. Das Neves – what about having proof that you are a student (i.e. your institutional registration)

Executive Manager Jessup – this requires that each student membership is handled by hand to make sure the student status is confirmed, which contributes to administrative overhead. WDA loses money on student memberships if they are outside of the US and receive a hard copy of the journal. It costs WDA \$40 to send the hard copy of the Journal to a student member.

C. Das Neves – what about just transferring all student members to the on-line version of JWD?

Executive Manager Jessup – yes, if all students only received the on-line JWD we would save \$

President Work – so rather than focusing on a time limit for student membership let's focus on the on-line vs. hard copy of the Journal.

C. Das Neves – perhaps those that have been students for 19 years could be asked to please provide proof that they are a student.

Executive Manager Jessup – It is easy for AMM to create a cut-off date for students (say after being a student member for 12 years) but when they have to confirm student status it becomes more cumbersome and may not be worth the administrative effort.

Motion: Neimanis/Baeten:

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Starting in 2015 Student Membership will receive on-line journal access only. There will be additional charges for students that request a hard copy of the Journal. This amount will be decided and approved by Council. *Passed unanimously*

Action Item 2014-20 Ad Hoc Membership Committee Approval of Life Membership Category

President Work the goal of the ad hoc committee was to try and figure out ways to keep members involved in WDA after they retire, to avoid losing institutional memory and all of the experience that these members bring with them. The committee was composed of students, active and retired members. The concept of the Life Membership was developed and also run by AMM to make sure that it would be financially beneficial for the member and WDA. The amount of the membership could be paid as a lump sum or spread out over 6 years, there is flexibility.

Membership requirement for 20 years was chosen as this is the farthest back that WDA has accurate electronic records.

Discussion:

C. Meteyer – why was 65 chosen, as many people are retiring earlier.

President Work – this was discussed by the Committee and this was what was agreed upon.

Executive Manager Jessup – since this is the standard for social security in the US then they felt that this was a standard age. Current membership is \$100 for receiving the JWD on-line and all three criteria must be met to qualify. This only applies to those with full membership, not Associate or Student memberships. Twenty years was chosen, after consultation with AMM because this will allow WDA to collect on members for enough time that the life time membership will then be both beneficial to the member and the Association.

President Work – the goal is to try and keep retired members engaged in the Association. At this point we have no way to retain retired members this is a first step.

C. Meteyer – this has been run by our investment group (Jacobson and Schmitt) and that this 6 year model for dues payment is standard for other organizations and getting the lump sum all at once and putting it into the investment fund provide WDA with 15 years of income.

R. Gerhold – hoping that we won't lose them off the roster if they retire before 65.

Motion: (Uhart/Meteyer)

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Council approves the establishment of a WDA Life Member Category payable as a onetime fee of \$600 and eligible to members that are retired from primary career employment, are 65 or older, and have been full WDA members for 20 years or more.
Passed unanimously

Action Item 2014 – 21: Report Of The 2013-2014 WDA Student Awards Committee

C. Das Neves presented the proposal to make some changes to the guidelines for three components of the student awards:

- Student research recognition awards and student scholarships
 - Perceived as very US/Canada centric as counts GPA and number of degrees (i.e.) U.S. students that have graduated from vet school have 2 degrees vs. European students who have only one. There was much debate on these issues within the subcommittee. Also it was not clear whether you had to have your degree finished or could be in the process of finishing as this impacted GPA.
- The Subcommittee that addressed these issues concluded:
 - Number of degrees: If a degree is to be counted then it has to be completed
 - GPA: students now need to provide and interpretation of their scores as to how they would compare to a US grade system.
- Can Students who have completed their degree between two annual WDA conferences, could still go ahead and apply for the recognition award.
 - The subcommittee proposes that they can apply at the first conference after they complete their degree.
- Ranking criteria for submissions: Receiving more and more abstracts for a limited number of presentation spots. And there are some abstracts that do not even meet the standards for posters and the committee should be able to reject them
 - For the oral presentations the committee has added some qualifiers. The first priority for the abstract is quality. Then depending on how many abstracts are received, the top 80% will be accepted as oral presentations. The last 20% will be evaluated as possible posters, but some that fall below the established criteria will be rejected.
- Addition of a draft letter of recommendation template so professors in different countries know what should be included in such a letter to help the students and improve equity between the different countries.
- E. Saito – the system worked well when most of the applicants were from the US, however now that there is a broader international representation for the student awards we are running into some of these issues. It is difficult to compare GPA's across different countries.

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President Work - thanked the Student Awards Committee for all the effort that has been put into the review of the guidelines.

C. Meteyer – we should not move the proposed motion forward as there is not clear enough definition. There are 3 distinct areas of requested changes in the guidelines and these should be clearly identified in the motion

President Work – well we either work on the motion now or present it as an e-business item which I’m not sure that we have time to do in order to meet the first announcement for submissions which will go out in September.

E. Saito – it is up to J. Brown whether any changes are specifically outlined in the first announcement.

Action Item:

J. Brown and C. Das Neves will come up with an organized and clarified motion. And this item will presented as e-business to Council.

Action Item 2014-22: Selection and Approval of Mexico as site of 2017 Annual International WDA meeting

Vice President Uhart briefly reviewed the proposal that Mexico would host the 2017 annual international meeting.

G. Suzan the President of the Mexican Association for Conservation Medicine – presented further details for the proposed location of the meeting (Sonora in Baja California or Puerto Vallarta in Jalisco). Both venues have accommodations that can accommodate the meeting, are near international airports, are safe and are associated with natural or preserved areas. They are also associated with universities and researchers and students that are involved in local conservation projects.

Motion: (Catão Dias/Uhart)

WDA Council approves the proposal from the Mexican Association for Conservation Medicine (MACM) to host the 66th Annual International Wildlife Disease Association (WDA) Conference in 2017, as a joint meeting with the 3rd WDA Latin American Section Biennial Conference and the 5th International Congress of Disease Ecology of the MACM. *Passed Unanimously*

Action Item 2014-23: Approval of Ad Hoc Travel Committee Funding Guidelines

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President Work reviewed the basis for the origin and charge of the ad hoc committee to develop the travel guidelines.

Discussion:

R. Gerhold – Is there any timeline for when reports need to be provided.

L. Baeten – yes this is covered.

E. Saito – at what point do the listed priorities for funding actually come into play?

President Work – we were trying to develop guidelines that were not so restrictive that there was no ability for Council to be flexible when approving travel. However these are guidelines and Council has the power to override these guidelines.

L. Baeten – the intent is to fund travel in relation to the travel request priorities.

C. Meteyer – so then why include the verbiage in priority #3 at all if Council can fund if they choose? Why not just eliminate the language all together from the guidelines.

3.Travel does not directly contribute to fulfillment of the WDA’s Mission and/or conduct critical WDA business, nor does it significantly address recommendations in the LTV document.

C. Meteyer – should Council have the ability to make a decision that in no way benefits the organization?

Executive Manager Jessup – council can make any decision they want. In the original version of the guidelines Council could not have approved Tim Portas (Australasian Section Chair) to attend this meeting.

C. Meteyer – well the way they are written now they would let Tim Portas attend the meeting as they support critical WDA business. If there is no rational behind priority 3) then let’s remove it.

President Work – okay let’s remove travel priority # 3.

Motion: Neimanis/Meteyer

Council approves the proposed WDA travel guidelines dated April 18, 2014 with the modification that we eliminate item #3 under travel priorities. *Passed unanimously*

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Action Item 2014 – 24 Discussion of Teller Committee Recommendations for Archiving Documents

Secretary Wolff presented an overview of the need for archiving our WDA documents, searchable Council meeting minutes, business meeting minutes and briefing notes. Are these useful and do we want to continue to provide these? Also we need to determine how we want to handle all the other archived documents that Ed currently has in his house.

Executive Manager Jessup – we also need to ask how much we want to keep of this archived material. Ed has boxes and boxes of paper copy materials this is what needs to be sorted out.

P. Bright – perhaps a program like Evernote would work to avoid having to have someone go through and add hyperlinks to all the documents.

C. Meteyer – Ed was charged to start going through and sorting the materials per the AAZV document retention guidelines.

Secretary Wolff – he was paid to develop the hyperlink to the briefing notes and minutes but may not have directly received the instruction to sort the archive materials that were discussed and voted on during last year’s Council meeting.

C. Meteyer – well we need to ask him.

P. Bright – what do we want to keep from now on out? There is probably technology out there that will help us do this. Are the hyperlinked briefing notes and meeting minutes useful and who are they for?

C. Meteyer - They should be available for all of Council to access so that they can go back and refer to previous decisions. There have been numerous times when it is important to go back and review historic Council decisions and the discussion behind the decision.

P. Bright – what is the definition of legal documents?

Executive Manager Jessup – our legal documents are our tax documents, incorporation documents, etc. which are stored at AMM. There may not be anything that we need to keep legally that is not currently at AMM now. There may be materials that we want to have on file to refer back to that are currently not at AMM.

Secretary Wolff – these materials for historic decision making reference are the searchable documents.

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President Work – can we simplify this and say that the Action Item is:

Action Item for the Teller Committee:

1. Decide what are the important (non legal and financial) documents to save
2. Contact Ed Addison and ask how much it would cost for him to sort through what he has and pull out those documents that the TC has determined are documents that need to be saved.
3. Contact an IT person to figure out how to all of these identified documents digitized and searchable

Action Item 2014 – 27 Approval of the Executive Managers contract

The Executive Manager left the room and President Work presented the draft Executive Manager Contract that was developed by the Officers in conjunction with the ExMan. This draft contract is for 2 years and includes a 2% cost of living salary increase.

Discussion:

President Work - for the last review there was an ad hoc Executive Manager Review Committee, however this year we did not use a committee because he works for the officers and we felt it was more appropriate to that he be reviewed by the officers.

C. Meteyer – do all of the Officers feel that this review is appropriate?

Treasurer Baeten – expressed some concern over whether we were all comfortable with the fact that this became a two year contract with fairly short notice?

Vice President Uhart – last year’s review was not completed on time and the ExMan worked about 6 months without a contract.

P. Bright – if you decided that you were not comfortable with the ExMan for some reason then it would take you at least a year to hire a new one.

C. Meteyer - do guidelines exist that have been approved by the officers for what the Exman should do? If there are guidelines are they being followed? This is a special position and we may want to make sure that the ExMan knows what he is supposed to be doing.

President Work – what we want the ExMan to do and what his strengths and weaknesses are aren’t the same as what we had come to expect from his predecessor. The current contract is what the officers had come up with

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C. Meteyer – do we need a set of guidelines and "operating plan" for ExMan, Officers, Council so everyone knows what their job entails?

President Work – these are clearly outlined in the by-laws.

A. Justice-Allen - are we happy with the 2 year contract? It appears that the officers are okay with the Contract and its terms.

Vice President Uhart – another reason for the 2 year contract is the fact that we are changing officers next year and having consistency will be very important.

R. Gerhold – the ExMan was incredible last year with providing assistance to the annual meeting.

Motion: Uhart/Mills

WDA council approves the Executive Managers proposed contract for the period of October 1, 2014 to September 30, 2016. *Passed Unanimously*

Annual reports from Sections

- a) Australasian Section - annual report presented by Tim Portas

Dates of the 2015 annual conference are July 26th-30th. They will run a 4 day program with 1 day of workshops. There is capacity for 350 attendees with option to upgrade if necessary. They have engaged a professional conference organizer which appears to be working very well. They have prepared a budget. Break even attendance is 182 delegates at a registration cost, in Australian dollars, of \$550 (\$512 US) members, \$650 (\$605 US) nonmembers, \$420 (\$391 US) students \$470 (\$437 US). Registration includes morning and afternoon breaks, all lunches, ice breaker, and dinner at the auction. However the banquet, workshops and field trips will be at an additional cost. This budget also factors in about \$30,000 worth of sponsorship and trade exhibits. So far 40 different organizations have been approached for sponsorship but none have committed. They are working on following up with sponsors that have not replied and will follow up again in this next calendar year. There will be an advertisement in the next 4 issues of the journal. We will also have the conference information blasted to many ListSers. We have a logo already for the conference. The conference website is already up and running.

On each of the 4 days there will be a symposium with invited speakers.

- Wildlife Disease Driving Evolution

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- One Health and Predict
- Emerging wildlife Diseases in Australasia
- Marine Ecosystem Health

There will also be 4 workshops

- Disease Risk Analysis
- Current technologies in Wildlife Telemetry
- Koala Conservation and Medicine
- Wildlife Emergency Response

There will also be 3 field trips.

The OIE will be sponsoring delegates from Vietnam and the Philippines.

Vice President Uhart commented that it is very difficult to get sponsors in some countries as it is just not part of the culture. For the Argentina conference they still needed to come back to the US to get the majority of the sponsorship.

T. Portas – at the last conference in Australia the university where the 2 conference chairs worked provided and in-kind donation by allowing their conference planner to work on the WDA conference. They only raise \$3,000 in sponsorship.

There will also be presentations at the EWDA meeting in Edinburgh and at the Asian Wildlife Conference in Myanmar.

b) Latin American Section - annual report presented by José Catão Dias

The first biennial, WDA – Latin America Section Meeting was held in São Paulo, Brazil. It was very nice and important to have Thierry Work attend. There are currently 65 members from 9 different countries. This is the highest number of members that the section has had. The section started with 33 members. We are planning to have 100 members for the 2nd biennial meeting in Bogota, Colombia. The sections biggest challenge is communication. We have 2 new members that will work with the Executive Manager to establish a blog and website and the contents for these items.

c) Nordic Section - annual report presented by A. Neimanis

Membership is holding steady. The proceedings for the biennial conference are now posted on their website. Next year's biennial meeting will be on an island in Norway, as is tradition. The section help co-organize with EWDA an emergency workshop on rural wild boar and African Swine Fever due to its recent incursion into the EU. This was positive and the Nordic Section hopes that this will lead to more collaboration with the EWDA.

d) WVS Section – annual report presented by Anne Justice-Allen

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Second elections were held with the help of the Teller Committee and a member of the advisory Council. Anne Justice Allen is the incoming chair, Holly Ernst (Secretary), Nancy Bodecker (Treasurer), Nina Schoch (Newsletter Editor) and Sarah Alexander as the student representative. A section meeting will be held during this meeting. Looking now to update the webpage. Three Newsletters have been produced. Looking to improve and expand the section. There are currently 400 members and the balance in the checking account is \$4,000.

President Work thanked everyone for their attendance and declared the meeting adjourned

DOC 2

Action Items Generated at July 27 2014 WDA Council Meeting

Report of the Newsletter Editor

Action Item:

A target for the Information Committee to follow up with the Newsletter Editor on monitoring the data on how often the newsletter is being read. Also look at comments from the communication survey as relates to the Newsletter.

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Action Item:

Add hotlink to Blast email version of Newsletter that directs people that need translation to the web version.

Update: Executive Manager Jessup logged in as a member (this may be critical) and clicked on Spanish translation. The various pages, headers and button bars automatically translated. But when he went to ‘Publications’ and clicked on the ‘Newsletter’.... current edition, the version he got was just the one in English. So the needs to be some clarification on whether the translation may just not work on pages added and changed regularly unless it is internally linked to the translation service.

Item 2014 - 17: Potential Streamlining of Student Activities Committee Funding Procedures

Action Item:

4. The B&A Committee should sort out the interest issues on all the cause specific funds now that we have split out the endowment funds.
5. The B&A Committee will consider that the auction revenues are put into the SA fund and that funding for the student awards comes from the general fund.
6. S. Gibbs volunteers to chair an ad hoc Committee that will work with the SAC to develop a strategy for spending the money in the SA fund in such a way that it benefits the students but also preserves a portion of the fund.

Action Item 2014-18: Request for funding from the EWDA Student Chapter for a 2015 Workshop

Action Item: Need to make sure that this item has been discussed with the EWDA. Dave will discuss in October at the EWDA meeting with the incoming chair of the section, Lisa Yon. They will discuss other sources of income for this workshop

Update: This has been done, a plan has been developed, a report will be provided and Council will be approached with a modified request in December 2014.

The Chapter has received \$500 in student chapter grant funds, sent to EWDA account in September.

Action Item:

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President Work – we will draft a statement to be sent to Council that will then be sent back to the EWDA.

Update: A letter was sent back to the EWDA Student group. It was well received and has now been superceded by agreements made with EWDA Board and student group.

Action Item

If funds are provided to EWDA then maybe they make all the conference scientific materials available to the full WDA membership.

Action Item 2014 – 21: Report Of The 2013-2014 WDA Student Awards Committee

Action Item:

J. Brown and C. Das Neves will come up with an organized and clarified motion. And this item will presented as e-business to Council.

Update: Done and before Council now for approval.

Action Item 2014 – 24 Discussion of Teller Committee Recommendations for Archiving Documents

Action Item for the Teller Committee:

4. Decide what are the important (non legal and financial) documents to save
5. Contact Ed Addison and ask how much it would cost for him to sort through what he has and pull out those documents that the TC has determined are documents that need to be saved.
6. Contact an IT person to figure out how to all of these identified documents digitized and searchable

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