

The Southwestern Association of Naturalists
Minutes of the Meeting of the Board of Governors and Officers
San Antonio, Texas
Thursday, 15 April 2004

Present: Loren Ammerman, John T. Baccus, Troy Baird, Jerry R. Choate, Carl W. Dick, Robert Dowler, Mark Eberle, Anthony A. Echelle, David Edds, Stanley F. Fox, Meredith J. Hamilton, Dan Hough, Frank Judd, Celia Lopez, William Lutterschmidt, William J. Matthews, Edie Marsh-Matthews, Karen McBee, David L. McNeely, Robert D. Owen, Lourdes Romero-Almarez, Cornelio Sánchez-Hernandez, Jake Schaefer, Bruce G. Stewart, Philip D. Sudman, Monte Thies, O.W. Van Auken, Ronald A. Van Den Bussche, Caryn C. Vaughn, Paula S. Williamson, Gregory M. Wilson.

President Marsh-Matthews called the meeting to order at 1:36 p.m. with a quorum of Officers and Governors present. The BOG approved the Minutes of the Board of Governors and Officers and the Minutes of the Business Meeting for the 50th Anniversary Meeting at Norman as printed in *The Southwestern Naturalist*: 49(1) following the correcting of the name of the Howard McCarley Student Research Awards from the incorrect Howard W. McCarley Student Research Awards.

Treasurer Jake Schaefer first thanked Brenda Clark for her past service as Treasurer. He then reported 2003 income of \$68,540 (including \$37,766 from dues, \$4,093 from contributions and meeting proceeds; \$418 from PDF reprints sales; \$24,800 from page charges; \$1343 from sale of back issues; \$57 from Royalties, and \$63 from earned interest.

Schaefer reported expenses totaling \$66,638 including \$1,849 for Treasurer's expenses (office help \$1,000, office supplies \$30, postage \$637, printing \$182); editorial expenses of \$3,690 (office help \$3,000, mailing \$390, Spanish abstracts \$300); Allen Press \$(41,995 (printing *The Southwestern Naturalist* \$41,146, PDF files \$849); Historian's expenses \$310; Biographics Indexing for 2002, 2003, 2004 at \$1,218; Wilks Award \$500; Hubbs Student Poster Award \$300; McCarley Awards \$5,000; Student Travel Awards \$8,700; Meeting Expenses \$679; Membership Committee Expenses \$305; AIBS Dues \$100; Officer Bonding \$561; President's Discretionary Expenses \$346; CPA charges (tax return preparation) \$213; merchant card fees \$586; back issue expenses \$135; and returned checks and other bank fees \$191. The checkbook balance at the year 's beginning was \$28,296; income exceeded expenses by \$1,900; \$10,437 was transferred to the Trustees for investment; the checkbook balance ended the year at \$19,761.

Treasurer Schaefer also reported that membership as of December 2003 numbered 1,277 including 143 new members. New members' names were listed in the Treasurer's Report and were to be submitted for members' approval at the Business Meeting. Schaefer further reported that the primary interests of members were: mammals 379, amphibians and reptiles 305, birds 241, invertebrates 191, plants 183, and fishes 172.

Schaefer's report included a projected budget for 2004 to be considered under New Business.

Jerry R. Choate reported for the Trustees (Chair Choate, H.H. Genoways, T.L. Yates) that: (1) In 2003 SWAN assets increased in value by \$87,677.49 to \$355,644.39 from 31 December 2002 to 31 December 2003, or 32.7%; (2) Actual return on investment was 27.4% after the increase was discounted by \$14,207.22 that the funds received from the SWAN treasury. The BOG thanked Choate and the Trustees for their work and success on behalf of the organization.

President Marsh-Matthews reported for the Budget Oversight Committee (Chair Phyllis Kennedy, William H. Baltosser, Bryan R. Chapman, Robert J. Edwards, Beth Leuck) that the committee had examined the Trustees' records, the Treasurers' records and the current and proposed budgets, and found all aspects of the

fiscal operation of the association to be in good order. The committee also observed that costs of publication were less than projected in the budget.

Managing Editor Mark Eberle reported that 48(3) through 49(2) of *The Southwestern Naturalist* were successfully published with no delays, but that due to an increase in pages to catch up on publication backlog, 48(4) was mailed late. Eberle also reported substantial progress (and cost savings) in electronic processing of manuscripts, and that email is being used extensively for communication among authors, editors, and reviewers. Details regarding subject areas of manuscripts submitted, accepted, and published, and information on pages paid by authors or not were included in Eberle's written report. Eberle further reported that Kevin Bestgen and Cody Edwards have been successfully fulfilling their new responsibilities as Associate Editor for Fishes and Associate Editor for Mammals respectively, but that no one has been found to take on the Associate Editor for Amphibians position approved at last year's BOG meeting. Eberle provided details concerning numbers of manuscripts related to various taxa as well.

Paula S. Williamson reported for the Honors Committee (Chair Williamson, Alice F. Echelle, Gary A. Heidt, William J. Matthews, Gary D. Schnell) that the committee received nominations for the W. Frank Blair Eminent Naturalist Award and the Donald W. Tinkle Research Excellence Award, but that no nominations were received for the Robert L. Packard Outstanding Educator Award or the Meritorious Service Award.

Based on the nominations received, the committee recommended and Williamson moved as committee chair that the nominations for each award be approved without identification so that the award could be announced at the Business Meeting as is traditional. The motion was seconded and approved

Robert B. Channell reported for the Conservation Committee (Chair Channell, Bryan D. Carver, Jennifer K. Frey, David J. Hafner, Jim Ott) that the committee reviewed *The Southwestern Naturalist* 47(3), 47(4), 48(1), and 48(2) and selected a nominee for the George M. Sutton Award for Conservation Research. The committee chose, "Aplomado Falcons and Grazing: Invoking History to Plan Restoration," published in *The Southwestern Naturalist* 47(3):379-400, authored by J.C. Truett. The Board had previously approved this nomination by e-mail ballot, and President Marsh-Matthews had notified the author of the award to be given at the annual banquet.

Chair Karen McBee reported for the Wilks Award Committee that 12 applications were received and reviewed, and that 5 were selected as finalists for presentation at the Plenary Session. The winner was to be announced and would receive the award at the banquet on Saturday after judging by Brenda Clark, Mark Hafner, Jerry Husak, and Bill Stark (who also reviewed all submissions and selected the presenters). McBee also announced that 16 posters were entered in the Clark Hubbs Student Poster Competition, and the awards for that competition were to be presented at the banquet.

McBee then reported that 18 students submitted proposals for the Howard McCarley Student Research Award, and that judges Loren Ammerman, Jennifer Frey, Steve Goldsmith, Glennis Kaufman, Jeff Kelly, and Monte Thies were evaluating the proposals. Five were to be selected and were to receive the awards at the banquet on Saturday.

McBee attributed the large number of applicants for the awards this year to electronic publicity and forms for applying developed by the previous committee chaired by Edie Marsh-Matthews.

There was no report from the Public Relations Committee.

Philip D. Sudman reported for the Membership Committee (Chair Sudman, Bryon K. Clark, Joseph D. Maness, Dwight W. Moore, Miguel A. Mora, and Christopher M. Taylor) that the committee had developed and distributed a brochure describing the Association and benefits of membership, that 18 free student memberships were awarded during or after the Norman meeting, and that 70% of those receiving

free student memberships over the past 4 years have remained active for at least one additional year. Sudman then recommended that the BOG continue the free student membership program for up to 30 new members.

A motion to offer 30 free student memberships this year was seconded and approved by voice vote.

John T. Baccus reported for the Development Committee (Baccus, Robert J. Baker, David Heins, Jerry D. Johnson, David J. Schmidly, Kathryn Vaughn, Jerry R. Choate (*ex officio*), and Brenda S. Clark (*ex officio*)). Baccus reminded the BOG of the development plan submitted last year, and recommended that any funds raised through that plan be used only for student support, especially scholarships.

Chair Ronald A. Van Den Bussche reported for the Program Committee (Van Den Bussche, Salvador Contreras-Balderas, Topiltzin Contreras MacBeath, William J. Matthews, O.W. Van Auken) that the committee had updated the *Procedural Manual for Hosting the Annual Meeting*, based partly on input from Jerry Choate and Bill Stark. Van den Bussche stated that the manual needed to be translated into Spanish.

Van den Bussche also reported that prospective host institutions will issue invitations for 2005 and 2006 at this meeting, and that there have been discussions with a prospective host for 2007.

Historian Meredith J. Hamilton reported that committee reports, photos, meeting programs and T-shirts have been added to the Archives recently. Hamilton also encouraged BOG members, especially past-presidents, to provide materials.

Edie Marsh-Matthews reported on activity related to AIBS. She reminded the BOG that SWAN joined AIBS in September 2003, and that the membership provided for an electronic version of *SWN* as a part of the BioOne consortium, as well as participation in AIBS policy and education activities. Marsh-Matthews reported that she attended the AIBS council meeting in Washington D.C. in March of 2004, and drew BOG attention to several initiatives and concerns of the council relative to government's involvement in and effects on science. There were questions from BOG members concerning the relationship of the council meeting to SWAN's objective in joining AIBS (to participate in the BioOne consortium) and whether the council would provide a voice concerning BioOne. Marsh-Matthews answered that she is not sure if the council deals with BioOne, but that SWAN does have a voice concerning BioOne.

Co-chair Bruce Stewart reported for the *ad hoc* International Relations Committee (Stewart, Co-chair Salvador Contreras-Balderas, Robert J. Edwards, Stanley F. Fox, Topiltzin Contreras-MacBeath, Robert D. Owen) that the committee has been inactive since the Cuernavaca meeting.

Robert D. Owen reported for the *ad hoc* Cross-Border Affairs Committee (Owen, Stanley F. Fox, Michael L. Kennedy, Celia López González, M. de Lourdes Romero-Almaraz, Bruce Stewart) that:

- (1) The committee awarded travel funds to 17 students from Mexico for this year's SWAN meeting;
- (2) This year's meeting has the largest presence ever by persons from outside the U.S. for a SWAN meeting in the U.S.;
- (3) Visa application and approval for non-U.S. citizens continues to be difficult.

Dan Hough reported for the *ad hoc* Web Site Committee that the Association's web pages have been moved to the University of Oklahoma (<http://www.biosurvey.ou.edu/swan>). He also reported on considerable reorganization of the web pages to facilitate searching, readability, and use by Spanish language users. In addition, Hough described the creation of a SWAN listserv for the BOG that has been very useful, especially to committees. He provided statistics on web page usage; these are included in the written committee report. There was some complimentary discussion of the efficiency of the on-line application process for student awards, and the effectiveness of on-line meeting registration.

Robert C. Dowler reported for the *ad hoc* Committee on Disposal of Back Issues of the *SWN* (Dowler, Brenda S. Clark, Celia López-González, Edie Marsh-Matthews). The committee continues to successfully sell back issues and sets, reducing the inventory to include 91 issues only. He further reported that cost for back issue storage, maintenance, shipping continues to be born by Angelo State University. The committee recommended discontinuance of the sale of full sets of back issues due to the reduction in number of issues available. There was a motion to continue sale of back issue sets at \$100, including as many issues as are available. The motion was seconded and approved.

Carl W. Dick, Chair, reported for the *ad hoc* Student Advisory Committee (Dick, Miguel Angel Leon Galvan, Lisa A. McWilliams, H. George Wang, Sarah E. Weyandt). First Dick thanked the BOG and President Marsh-Matthews for SWAN's continued support to students. Dick then detailed the activities of the committee, including support of a student gathering at the meeting to organize student members and attendees so as to promote student participation and special activities such as workshops for students. He also reported that the committee is sponsoring a student workshop, a SWAN first, this year. The workshop was to assist students in selecting a graduate program.

In the absence of committee chair Michael L. Kennedy, President Marsh-Matthews reported for the *ad hoc* Long Range Planning Committee (Chair Kennedy, Jerry R. Choate, Bryon K. Clark, Salvador Contreras-Balderas, Anthony A. Echelle, Robert J. Edwards, Celia López-González, Edie Marsh-Matthews, Dwight W. Moore, O.W. Van Auken, Caryn C. Vaughn) that the committee has been rather inactive this year, but that the committee would address any issues that members wish to bring up.

Paula Williamson reported for the Local Committee that 369 persons were registered for the meeting; she also related that 137 papers, 16 symposium papers, and 74 posters were scheduled for presentation. She thanked all members of the Local Committee for their work on SWAN's behalf.

President Marsh-Matthews announced a short break at 3:05 p.m. The BOG reconvened at 3:25 p.m.

The President then took up Old Business.

Jerry R. Choate reported that the search for partner societies to support a jointly sponsored AAAS Mass Media Fellow had not turned up enough organizations that could join with SWAN to pay the expenses. Choate moved continuing exploration of this idea, specifically to continue to search for other organizations to join with SWAN and the American Society of Mammalogists to participate. The motion was seconded, there was considerable discussion, during which Choate provided the names of 3 other possible participating societies: American Ornithological Union, American Society of Ichthyologists and Herpetologists, and Western Association of Naturalists have expressed an interest. He also reminded the BOG that the AAAS Mass Media Fellow would work with AAAS in publicizing the member societies and their work.

The motion was approved.

The next business item was electronic publication. This matter was addressed previously by the Managing Editor and the President. However, Eberle provided additional ideas relating to publication of Association business activity via the web page rather than or in addition to the journal. Further discussion of this matter resulted in consideration of editorial policies generally, but particularly as relates to electronic communication. Marsh-Matthews then announced that she would create an *ad hoc* committee to examine matters of editorial policy and electronic communication.

Stanley J. Fox reported on translation and publication of the constitution. The constitution has been translated. However, there are typographical and some grammatical errors still in the document. There was a motion to authorize Fox to make necessary minor corrections so that wording is clear and concise.

The motion was seconded and approved. The BOG agreed that the corrected constitution is to be published in *SWN*.

John Baccus then brought the issue of fund raising back to the BOG. Jerry Choate moved that the BOG authorize Baccus and the Development Committee to undertake a campaign to raise \$100,000 into the endowment to support student activities in *SWAN*.

The motion was seconded and approved.

Old Business being concluded, President Marsh-Matthews took up New Business:

Following a motion and a second to do so, Jake Schaefer was reappointed as Treasurer, Jerry R. Choate was reappointed to the Trustees, and Ronald A. Van den Bussche was reappointed Program Director. Following the resignation of David L. McNeely from the post, the appointment of Loren Ammerman to be Secretary was moved, seconded, and approved.

There was considerable discussion of the responsibilities of the *ad hoc* Cross Border Affairs Committee and the *ad hoc* International Relations Committee. There was a motion and second to elevate the *ad hoc* International Relations Committee to a Standing Committee.

The motion was approved.

President Elect McBee suggested changing the Wilks Award Committee name to the Student Awards Committee. There was considerable discussion, consideration of a series of suggestions, and finally a motion to create a Student Awards Committee responsible for the Hubbs Student Poster Award and the McCarley Student Research Awards.

The motion was seconded and approved.

A motion was made, seconded, and approved to appoint Susana Perea Fox as Co-Associate Editor for Spanish Abstracts.

The BOG accepted an invitation from Sam Houston State University to host the 2005 annual meeting in Huntsville, Texas, and accepted an invitation from *Instituto de Biología* on the campus of the University of Colima in Colima, Mexico for the 2006 meeting.

Jake Schaefer had provided a written report on the 2004 and proposed 2005 budgets. There was a motion for approval, a second, and discussion followed. Schaefer answered several questions concerning specific items in the budget. Amendments were offered, seconded, and passed for the following adjustments to the 2005 budget proposal:

Under Projected Income

1. The item "Dues" was increased from \$41,000 to \$42,400.
2. "Total Income" was increased from \$83,000 to 84,400.

Under the Proposed Budget

1. "Spanish Editor expenses" of \$1300 were listed as a line item under "Editorial Expenses," an increase of \$1000 over last year.
2. "Index Editor" expenses were increased by \$100 to \$400 under "Editorial Expenses."
3. "Accountant" fees were increased from \$300 to \$500.
4. A line item of \$500 was added for "Student Advisory Committee."
5. "Back Issues" was reduced from \$600 to \$200.

The BOG approved a balanced budget of \$84,400 to be presented to the membership at the Annual Business Meeting. The BOG then thanked Schaefer for his work as Treasurer.

The 2004 BOG meeting adjourned at 5:45 p.m.

Respectfully submitted,
David L. McNeely
Secretary