
Alaska Herpetological Society

Meeting Minutes for Board of Directors Meeting
March 23, 2012, 11:00am

ANCHORAGE, ALASKA

KEY HIGHLIGHTS AND ACTION ITEMS:

- Checking Account Venue and Opening (Treasurer)
 - Newsletter (Secretary)
 - Society Logo Creation (All Board Members)
 - Fall 2012 Conference/Meeting (All Board Members)
 - Recruitment (All Board Members)
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Joshua Ream called the Board of Directors Meeting to order at 11:02am on March 23, 2012 at Anchorage, Alaska. Those in attendance and constituting a quorum were:

Present:

Joshua Ream, President

Gregory Cazemier, Secretary

Joseph Morris, Treasurer (attended via Speaker Phone)

Absent:

All members present

Others Present:

None

Old Business:

Explanation of Society origins and purpose.

Discussion of Alaska Amphibian Working Group (AAWG) history and current status. Joshua emphasized a need to work together rather than as disjoint entities.

New Business:

- Formal acceptance of Executive Board positions. All board members officially accepted their positions as follows:

- President: Joshua Ream

- Secretary: Gregory Cazemier

- Treasurer: Joseph Morris

- Formal acceptance of Society bylaws.

- Motion by Joshua Ream to formally accept Society Bylaws.

- Motion Seconded by Gregory Cazemier.

- Vote by members (3 ayes, 0 nays), Motion Carried.

- Formal approval of Society mission statement to read:

“The Alaska Herpetological Society is a nonprofit organization dedicated to advancing the field of Herpetology in the State of Alaska. Our mission is to

promote sound research and management of amphibians and reptiles in the North and to provide opportunities in outreach, education, and citizen science for individuals who are interested in these species.”

- Motion by Joshua Ream to accept Society mission statement.
- Motion Seconded by Gregory Cazemier.
- Vote by members (3 ayes, 0 nays), Motion Carried.
- Articles of Incorporation to organize as nonprofit organization under the State of Alaska (IAW AS 10.20.151 & .153) and payment of the fee of \$50.00.
 - Motion by Joshua Ream to approve the articles as read.
 - Motion Seconded by Gregory Cazemier.
 - Vote by members (3 ayes, 0 nays), Motion Carried.
 - Motion by Joshua Ream to reimburse Joshua Ream \$50.00 when society funds are available.
 - Motion Seconded by Gregory Cazemier.
 - Vote by members (3 ayes, 0 nays), Motion Carried.
- Register Society as non-profit with the federal government (IRS) for the purpose of recognition, accepting tax-deductible donations and processing of federal grants.
 - Motion by Joshua Ream to register as a non-profit with the federal government as a priority when funds in the amount of \$400.00 are available from the Society.
 - Discussion:
 - Joseph Moore asks what the benefits are of being recognized by the Federal Government instead of just the state:

- Benefits are tax purposes, purchasing items tax free, accept donations that are tax deductible, and for many federal grants you have to be recognized by the IRS as a non-profit organization.
- The goal is to work on this as our treasury grows as a priority to benefit the Society.
- Motion Seconded by Gregory Cazemier.
- Vote by members (3 ayes, 0 nays), Motion Carried.
- Discuss membership benefits:
 - Membership Card (Greg to Design)
 - Bi-annual Newsletter
 - Voting
 - Additional ideas: Free or discounted access to museums/zoos.
 - Access to educational outings, presentations at the zoo, lead herpetological activities.
 - The website has the possibility to sell organizational items that will be made as each is ordered so we don't have to purchase bulk and try to sell.
 - Membership benefits will be discussed via e-mail as options are researched.
- Society Newsletter options:
 - Electronic and/or paper options.
 - Board decided that electronic version will be used until such time that paper copies are desired by the membership.

- Newsletter will be completed bi-annually (April and October), with the option of quarterly as membership and participation grows.
- Set annual dues for Full Members:
 - Recommendation: \$10.00/year; this was compared to other similar organizations. The idea is to keep it low enough to encourage membership, while being able to afford benefits.
 - Motion by Gregory Cazemier to officially set Society annual dues at \$10.00 per person per year, to be paid annually by the last day of the month of their anniversary with the Society.
 - Motion Seconded by Joshua Ream.
 - Vote by members (3 ayes, 0 nays), Motion Carried.
- Acceptance of website www.akherpsociety.org as official website of the Society.
 - Motion by Joshua Ream to officially accept the above website as official website of the Society.
 - Motion Seconded by Joseph Morris.
 - Vote by members (3 ayes, 0 nays), Motion Carried.
 - Motion by Joshua Ream to allow Joshua Ream to serve as de facto webmaster
 - Motion Seconded by Gregory Cazemier.
 - Vote by members (3 ayes, 0 nays), Motion Carried.
- Discussion on opening an organizational checking account for the Society.
 - Credit Union vs. National Bank

- National Bank avoids fees, more locations, when traveling on business.
- Credit Union locally available Alaska bank (e.g. Alaska USA is available throughout Alaska and in the Seattle area).
- Joseph Morris will research a venue for the Society checking account; recommendations were made to use a local bank or credit union depending on outcome of research.
- Signing Requirements: there only needs to be one authorized signer on each check, this will be either the President or Treasurer. At this time the authorized persons holding those titles and thus recognized as authorized signers include Joshua Ream and Joseph Morris.
- More information will be brought to the attention of the board via e-mail within a week.
- Fund use limits (e.g. \$50-100 limit) will be further discussed once a banking institution is proposed. Need to layout a framework for how money is allowed to be spent.
- Discussion tabled, to be reviewed and voted upon via e-mail once options have been researched.
- Proposal of SYSTEMS (Say Yes to Science Technology Engineering and Mathematics in Schools) Program as an official partner to the Society.
 - Motion by Joshua Ream to officially recognize a partnership with SYSTEMS.
 - Motion Seconded by Joseph Morris.
 - Vote by members (3 ayes, 0 nays), Motion Carried.

- Society Logo

- Members of the board will attempt to create a logo, which will later be voted on via e-mail.
- Logo proposed is a shield with AHS, a Wood Frog over the "A", Solid "H" and an "S" which is actually a Garter Snake, underlining AHS, with a Rough-skinned Newt over the top of AHS and a small map of Alaska at the top center of the shield.
- Recommend the final logo be in the form of Illustrator and .jpg
- Allow Joshua Ream to recognize the Society affiliation with SYSTEMS in grant applications.
 - Motion by Gregory Cazemier to allow Joshua Ream to recognize the Society's affiliation with SYSTEMS.
 - Motion Seconded by Joseph Morris.
 - Vote by members (3 ayes, 0 nays), Motion Carried.
- Fall 2012 Alaska Herpetological Society Conference and Annual Meeting.
 - All full members attendance preferred, guests and recruits encouraged.
 - Research papers and posters on current Alaska research.
 - SYSTEMS presentation(s).
 - Venue:
 - Secretary will contact the Alaska Bird Conference coordinators to attempt to make the Society conference in conjunction with theirs. The AK Bird Conference takes place from October 22-26 at the Captain Cook, Anchorage, Alaska. The Society would like to add our conference onto that on October 27th.

- Tentative schedule is half day of lecture and presentations, with an afternoon in the field/museum (weather dependent).
- Include AAWG with the AHS conference.
- Motion by Joshua Ream for the 2012 Fall Conference to take place in conjunction with the Alaska Bird Conference on October 27th as described above.
- Motion Seconded by Joseph Morris.
- Vote by members (3 aye, 0 nay), Motion Carried.
- A Resolution to Recognize the University of Alaska's Museum of the North as the central depository of Herpetological Vouchers in Alaska.
 - Motion by Joshua Ream for the official Resolution to Recognized the University of Alaska's Museum of the North as the central depository of Herpetological Vouchers in Alaska.
 - Motion Seconded by Gregory Cazemier.
 - Vote by members (3 aye, 0 nay), Motion Carried.
- Society recruitment discussion.
 - Discuss partnerships with similar organizations throughout the state (e.g. wildlife societies, fisheries societies, etc).
 - Inform schools, colleges, and teachers about the organization and encourage participation.
 - Board members will work with the educational facilities in their local communities.

- Other Business:

- Membership Registration

- Enable new personnel to join the society via the official website (electronically and via mail).
- Use online system for payment and registration submission.
- Motion by Joshua Ream to allow for an online system located on the official website to take payment and accept registration information, understanding the online system requires up to ten percent of proceeds to complete each transaction.
- Motion Seconded by Gregory Cazemier.
- Voted by members (3 aye, 0 nay), Motion carried.
- Standard Recruitment E-mail.
 - The secretary will formulate a standard recruitment e-mail/letter for members to use for the purpose of recruiting.
- Advertisement of the Society.
 - Upon completion of the logo, the Secretary will submit, to the board, official posters and brochures for approval to be used as recruiting tools.
- Activity.
 - Joshua Ream stated that the Society should remain active with regular events in order to attract members. As the organization grows he suggests informal meetings with presentations. The group should also consider semi-regular "herping" trips during the summer months, social events such as camping trips, and volunteer events like the Mother's Day Frog Walk at Creamer's Field in Fairbanks and the Campbell Creek Science Day in Anchorage. He would like to see materials organized and produced for organization tables to be staffed at events throughout the year.

-Appreciation.

- Joshua Ream sincerely thanked the Executive Board for its hard work in the formation and success of this organization.

- ADJOURN

- Motion by Joshua Ream to adjourn the first meeting of the Alaska Herpetological Society.

- Motion Seconded by Gregory Cazemier.

- Meeting Officially adjourned at 12:45am

Minutes Submitted by Gregory Cazemier, Secretary.

