



Founded 1968

OBFS Annual Report 2009

www.obfs.org

Board of Directors

- *President: **Brian Klooppel** president@obfs.org
- *Past President: **Jan Hodder** past-president@obfs.org
- *Vice President: **Bill Schuster** vice-president@obfs.org
- *Secretary: **Greg Smith** secretary@obfs.org
- *Treasurer: **Philippe Cohen** treasurer@obfs.org
- *Member at Large: **Sarah Oktay** member-at-large1@obfs.org
- *Member at Large: **Deedra McClearn** member-at-large2@obfs.org
- Network Coordinator: **Faerthen Felix** network-coordinator@obfs.org
- Editor: **David White** editor@obfs.org
- *Members of Executive Committee

Committee Chairs

- Governance: **Eric Nagy**
- Finance: **Peter Connors**
- Nominating: **Jan Hodder** (Past Pres.)
- Annual Meeting: **Bill Schuster**
- Member Support: **John Kim**
- Common Interests: **Bohdan Dziadyk**
- Diversity: **Amy Whipple**
- International: **Deedra McClearn**
- Member Support: **Sarah Oktay**
- Organizational Development: **Ian Billick**
- Outreach: **Philippe Cohen**
- Website: **Faerthen Felix, John Kim, Mark Stromberg**
- Historian: **Mary Hufty**

The OBFS Annual Report is posted on the web site (www.obfs.org) as a PDF file. It is available to all members in good standing. Hard copies will be sent only to members who specifically request them. A reminder to specifically request hard copies will be e-mailed to all members at the time of publication.

Please remember to vote in the Annual Election. Candidate profiles and Bylaws edits are included in this edition of the Annual Report.

Editor's Note: The OBFS *Annual Report* contains the minutes of the annual meeting, other meeting minutes, budgets, meeting attendees, and other business of the organization. The OBFS *Newsletter* contains news from member stations, opportunities and services for members, annual meeting information, funding possibilities, and other 'news'. Both publications are available in .pdf format at www/OBFS.org. Normally, the *Annual Report* will be completed at the end of December of each year and the *Newsletter* in January. *D.S. White*

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OBFS Board of Directors Candidate Profiles

President

Ian Billick started attending the Rocky Mountain Biological Laboratory in 1988 and remembers when OBFS passed through the Lab approximately 20 years ago leaving behind piles of good, unopened beer and wine that were greatly appreciated. Ian received his PhD in



1997 from UC-San Diego and does research on ant-insect mutualisms. He has edited a book, "The Ecology of Place: Contributions of Place-based Research to Ecological Understanding", with Mary Price that is due out with Chicago Press in the fall of 2010 and which highlights the importance of field stations. He has been Director of the RMBL since 2000.

Secretary

Greg Smith currently is on the Graduate Faculty in the Department of Biology at the University of Akron and serves as Manager of the Martin Center for Field Studies and Environmental Education located in Bath, Ohio. He strongly believes in the mission of field stations, especially given the continued increase in "urbanized" students that have little to



no exposure to nature. He is a field ecologist, who regularly takes advantage of field station resources. He has been actively involved with OBFS for the past six years. His experience includes serving as Director/Manager of field stations in Kansas and Ohio, serving on the OBFS Small Field Stations Subcommittee, and serving the last two years as OBFS Secretary.

Sarah Oktay is the Managing Director of the University of Massachusetts Boston Nantucket Field Station. She has a B.S. in Marine Chemistry and a Ph.D. in Chemical Oceanography from Texas A&M University at Galveston. Her primary research is on surface and groundwater quality for both fresh and salt water bodies. She is a passionate believer in outreach and community input and dedicates approximately 30% of her

time to working with students of all ages and with the lay public through multiple media outlets and civic positions. She is very excited about the role OBFS has in fostering collective research and education endeavors and would be willing to do all she can in furthering OBFS organizational goals. She believes that coordinating and meeting with fellow field station managers and directors through OBFS is one of the most efficient and fun ways of improving her own field station. She currently is the chair of the Small Field Stations committee that will be merging with the Member Support Committee.

Karie Slavik has been the Associate Director of the University of Michigan Bio-logical Station for 7 years. She received her B.S. and M.S. degrees from Bowling Green State University, Ohio, in education and aquatic ecology. After graduating she worked as a research associate at the Ecosystems Center of the Marine Biological Lab-oratory in

Woods Hole, Massachusetts, where she was " " ing the stream research program for the Arctic Long-Term Ecological Research project at the University of Alaska's Toolik Lake Field Station. She was introduced to field stations as an undergraduate student at Ohio State University Stone Laboratory and has spent 15 of the last 17 summers at field stations.



PROPOSED BYLAW EDITORIAL CHANGES

Insertions are in red underline,
Deletions are in red ~~strikethrough~~.

ARTICLE I. Section 1. Paragraph 6
To enhance public support for funding field stations infrastructure and the activities supported at field stations.

ARTICLE II. Section 2.
Rights and Obligations of Individual Nonvoting Members. The Board of Directors may by resolution establish categories of individual nonvoting membership and determine any obligations and privileges of members in those categories. The individual nonvoting members will not have the power to vote ~~on~~ in the member election

ARTICLE III. Section 8.
Quorum for Station Voting Membership Meetings. A quorum will consist of the presence, participation by conference call, or voting by mail, or email, where that is allowed, of at least ten percent (10%) of the voting members.

ARTICLE III. Section 12. Paragraph 2.
Written notice of the annual meeting must be sent by mail, or e-mail, as directed by the members, to all members, at the address, or e-mail provided by the member or as it appears in the corporate records, at least 30 days in advance of the meeting.

ARTICLE III. Section 13. B.
Special Meetings. Special meetings of the voting members may be called by the officers, executive committee, the Board of Directors, or by a quorum of the voting members, or by petition of at least 10% of the voting members. Notice for a special meeting must be ~~mailed sent~~ by mail or e-mail, or fax, at the address provided by the voting member, at least thirty days in

advance of the meeting and must specify the purpose(s) for which the meeting is called. Only the business for which a special meeting is called may be considered at the meeting.

ARTICLE IV. Section 2. B.
Board Selected Officer Positions. The Board of Directors will select by majority vote and appoint the editor and network coordinator who shall automatically be both officers and members of the Board of Directors on appointment. These appointments will be for two-years with possibility for reappointment with no term limits. Sitting editors or network coordinators must ~~refuse~~ recuse themselves from discussion and voting on their offices.

ARTICLE IV. Section 2. C.
Organizational Standing Committee Chair Directors. Organizational Standing Committee chair directors shall be appointed by the Board of Directors and shall serve on the board while serving simultaneously as the chair of one or more of the committees that have been designated as an Organizational Standing Committee by the Board of Directors. Sitting committee chairs must ~~refuse~~ recuse themselves [. . .]

ARTICLE IV. Section 4.
Section 4. Terms of Voting Member Elected Directors. Voting member elected directors will assume office on April 1 and serve two-year terms, which will be staggered so that one-half of the directors ~~take~~ s office in even years (including president and secretary) and one-half of the directors ~~take~~ s office in odd years (including vice president and treasurer). Only the secretary and treasurer can serve consecutive terms. However, unless they formally resign or are removed from office, directors will remain in office until their successors are properly elected, designated, or appointed.

Official Secretary Notes

OBFS 2009 Annual Meeting at La Selva Biological Station, Costa Rica

24 - 27 September 2009

Meeting Action Items:

- identify lapsed members (Philippe Cohen, Sarah Oktay, Art McKee, Greg Smith)
- update contact information for members (Philippe Cohen, John)
- talk to AIBS and get details on employee partnership (Eric Nagy)
- pursue Business Plan (Brian Kloeppe, Ian Billick)
- complete Bob Fisher remembrance (Brian Kloeppe)
- prepare for annual election (Greg Smith, David White, John Kim)
- complete FY 2010 budget (Philippe Cohen)
- review international progress (Brian Kloeppe, Jan Hodder, Deedra McClearn)

WEDNESDAY, SEPTEMBER 23, 2009

Board of Directors Meeting (7:00 pm -9:00 pm) (open to all members)

In Attendance: Ian Billick, Philippe Cohen, Faerthen Felix, Jan Hodder, Brian Kloeppe, Deedra McClearn, Eric Nagy, Sarah Oktay, Bill Schuster, Greg Smith (Others Attending: Tom Arsuffi, Jeff Brown, Peter Connors, Art McKee, Mark Stromberg, Larry Weider)

OBFS Draft Business Plan Discussion

Ian prepared a business plan draft. At our June meeting we briefly discussed some of the options, many of them pertaining to a permanent or part-time OBFS staff member. Some questions stemming from that meeting include

- *Which model would suit us best now and which would suit us best when looking to the future? Should we consider a two-phase approach or a single phase (or none at all)?*
- *What is the role of an endowment? Do we work to build the endowment to help support the cost of an ED or do we work to secure large donations to help support the ED directly?*
- *How powerful should an Executive Director (ED) be? What should her/his role be?*
- *What is the optimal financial arrangement to provide some short-term financial stability for a new ED without having to raise an exorbitant amount of money before such a hire could be made?*

Eric reminded the group that AIBS has shown some interest in a 50/50 staff position and would host that staff member in their Washington, D.C. office. AIBS, using Ian's numbers, has outlined the cost of such a position. AIBS has a history of shared positions. It has the

potential to benefit both organizations. Philippe asked if this option would preclude an Executive Director (ED) position. Eric said it is still open; we can decide what we want for the position. This is one potential mechanism for whatever we want to do.

Brian asked the bigger question of, "Where would we like OBFS to go?" We have some issues with member numbers, what services should we provide, what resources do we need? Philippe suggested that ultimately we need an ED, but how we get there can take many paths. Right now we rely on volunteers and altruism. Regardless of goals, an ED may be the best way to get there. Brian added that one of the biggest frustrations for him is that everyone wants to promote field stations, but we all report to different people, and we have priorities beyond OBFS.

Jeff suggested opening the discussion to the membership and asking for input. The question is still what do we want to do as an organization? What are we thinking we might do in the future that requires the attention of an ED? Mark pointed out that one of the important things OBFS does is make and nurture relationships. An ED would have the time to focus on such issues. Deedra asked if the ED could write grants. Yes, the person could do that under the direction of the Board. The Board would not go away. Eric suggested that we are hobbled by not having a leader who is paid to pursue the goals of OBFS that none of the rest of us have time to do. An ED will likely become the face of OBFS. We have huge expectations about what such a person might do. We need to be realistic about how much such a person could do. Sarah asked about the job description. What kind of person do we want/need? This likely would need to be someone with experience in science, public relations, etc.

Why do we want to change? Some members might be resistant to such a change. Art suggested that these ideas synchronous with goals of NAML and AERC. NAML actually went the route of paying a lobbying fund in D.C. to raise their face on Capitol Hill. That did not work and they are now back in the organization phase looking for a home. AIBS has a lot of experience in this realm and can help raise awareness of OBFS. AERC also might be willing to share a position. There perhaps could be a coalition of several AIBS members that takes advantage of the skills of an ED. A shared position might just be a stepping stone toward a full-time person dedicated to OBFS. This person would still work with the Board and the members to move things forward. It will be a partnership, but now it will be a partnership with a leader with time dedicated to the task.

Ian suggested that we should not rush into this. We need to manage the emotional response from members with such a drastic change. We should be careful and respectful of how we present this and how quickly we move. The most important thing to make this work is to have a clear idea of what we want to accomplish. Are we going to be committed to this; is there a series of steps to get where we want to go? One initial step would be to try to increase numbers of member stations. We do not have the resources right now and need to move forward with this.

Lapsed member surveys give hope that we can maintain membership, if not grow. Most stations did not comment that it was too expensive or that they saw no benefit. The biggest issue is keeping accurate contacts. Non-US field stations might have different issues but also might give us lots of room for growth. This is exactly the kind of task an ED could do. It is encouraging that we still have member stations that are active and want to participate. Mark suggested the Board make a decision on the ED position.

Eric suggested that right now our finances are not such that we could hire such a position. OBFS generates \$24,000 in member dues. We have net assets of \$110,000 so we can buy some time. However, we would need to reduce costs and increase member stations in order to even consider hiring this position. Moving forward with this position, we then could move forward on a fund-raising effort to pay for this person.

Brian asked to spell out the steps involved in this process. How will we increase membership, raise funds, etc.? The general membership should be informed about the role of this new position. Even though there is a smaller group present at this year's meeting, we can begin this process now.

Philippe suggested we (1) work to increase membership, (2) have Eric talk to AIBS to get some scope of the initial financial investment, and (3) make an earnest effort to attract sponsors for next year's meeting. These things might enable us to see how to move forward on this. Ian suggested we decide if we want to do it, go out and establish how much we need, and begin fundraising. In the meantime we can work on increasing membership.

A MOTION (made and seconded) to pursue Ian's proposed business plan for a staff position to help us achieve our goals as outlined in the Strategic Plan passed unanimously. The Board has endorsed the Business Plan ideas and will solicit input from the general membership. The membership will be asked for support and feedback. Committee Chairs will be asked to bring up the Business Plan at each meeting during the weekend.

Bob Fisher

Former OBFS President, Bob Dalglish, encouraged OBFS to find a way to recognize Bob Fisher who passed away earlier this year. Bob D. suggested a fund in Bob

Fisher's name. Brian brought a water color painting for the auction that could begin to populate this fund. Another suggestion was to help offset the cost of a first-time field station manager to get involved in OBFS. Bob D. gave \$100 to get the fund started. Ian suggested that we don't want to get involved in named funds. There is not enough money to start a fund. The Board suggested using the \$100 to get the painting framed and add a plaque in remembrance and sent to Juniata Field Station.

THURSDAY, SEPTEMBER 24, 2009

Welcome Address (7:30 pm – 8:30 pm)

President Brian Kloeppe called the meeting to order with the Tom Callahan Memorial Big-Assed gavel. This year's theme is, "International Perspective on Biological Field Stations." Then all members then introduced themselves. Philippe Cohen offered OBFS brochures to the membership. He also reminded the membership to contribute quotes over the weekend. First-time attendees received rousing ovations. President Kloeppe recognized Larry Weider and Shorty Boucher for their service to OBFS. Both have recently stepped down from the Board. President Kloeppe then presented Tom Callahan's "Four Maxims for Conduct at OBFS Meetings: (1) treat everyone decently, (2) laugh at yourself, (3) know that everyone makes mistakes, so **Get Over It!**, and (4) don't call the authorities unless there is either fire or blood". President Kloeppe introduced the Board of Directors and Committee Chairs and made some general announcements. He then presented the current membership information. We currently have 151 paid station members and 163 stations still on the list that have not renewed in several years. We also have 19 paid individual members. The OBFS Board will meet after the opening session and all members are invited.

Eric Nagy announced that there will be some bylaws changes, mostly editorial, on this year's ballot. The current bylaws are not on the website. He asked for comments on the changes.

Peter Connors made several announcements about the annual auction that will take place on Saturday evening. The auction began in 1997. It is meant to be a **fund**raising auction. Peter also mentioned forms that donation forms were available for tax purposes. The auction theme is "Tropical Adventure."

Deedra McClearn, Director of La Selva, introduced La Selva and gave a presentation on current activities. La Selva began in 1968. Among other interesting ideas presented, Deedra talked about the impacts of the "dry" season on large tree growth. Costa Rica is about the size of West Virginia with distinct flora and fauna on each side of the mountains that split the country. The formation of the Costa Rican/Panamanian Plate was perhaps the most important geological events in the last 100 million years. It separated the oceans, created the

Gulf Stream, and created a land bridge between North and South America. La Selva itself, even though it is small, is an important property that connects other patches of remaining forests. La Selva is part of two important biological corridors. The land ethic in Costa Rica 20 years ago was that land without trees was more valuable. About 2% of the large trees fall every year. Almost all of the buildings on La Selva were built with NSF-FSML money. La Selva receives ~30,000 user days per year. There are a number of long-term research projects underway at La Selva, especially large trees, herps, birds, streams, bats, native trees, parasitoids, plantations, and dung beetles. There also is a 50+ year climate record and these datasets are being used to study global climate change impacts. Currently there is no 50-year trend in changes in annual rainfall, but there may be some evidence that the distribution in that rainfall may be changing. Nighttime temperatures are warmer than they used to be even though daytime temperatures have not changed. La Selva has no staff scientists. All research is carried out by outside researchers. La Selva's operating budget is \$1.5 million. Most of the revenue is from field station fees.

Board of Directors Meeting, Continued (8:30 pm – 10:30 pm) (open to all members)

OBFS Treasurer Summary (Philippe)

Philippe is projecting a \$3,365.00 shortfall. In order to do this, Philippe placed actual dollars in the line items instead of what we were pledging to each line item. For example, we always allot money to committees but they do not all spend it. We should expect that at the beginning of the net fiscal year, our net assets will be \$108,501.91. This does not include auction proceeds for the 2009 annual meeting.

Philippe did the OBFS taxes this year instead of paying someone to do it. Philippe received a letter from the IRS and one particular form was misinterpreted. Philippe will correct that.

Eric asked if anyone has gone over the budget line-by-line to review it. The Board responded that we are doing that right now. Ian asked to change the terminology of "Restricted Funds" to something else. They actually are not restricted. "Restricted Funds" will be changed to "Invested Funds." We also are expecting to maintain and increase member station numbers. The return on our investments is greater than we had recorded previously. Peter Connors mentioned, and volunteered, to follow-up with individual members to maintain and/or increase those numbers.

Brian asked that we maintain the amount designated for Congressional Visits Day at \$6,000. Ian suggested we not worry if visitors have to pay some out of pocket. Brian said this may be a problem for people at state universities. We should try to fully fund the visitors but also try to cut costs as much as possible. The OBFS representatives are there for their education but also receive training in the workings of D.C.

Jan asked why we have \$3,000 for Board travel. Philippe and Brian mentioned that Board members have used the money to travel to the annual meeting when funds are tight.

Eric asked about how to allocate monies to the committees. Eric suggested instead of line items for individual committees, perhaps we could just have a pot of money for committees. Philippe indicated this means the committees are not working toward goals. Jan mentioned that the committees would meet at the annual meeting, decide if they need funds, then ask at the annual meeting or during the year for that money. This mechanism is in the Strategic Plan.

Brian mentioned that we are off-schedule this meeting. The Board will solicit input from the membership over the weekend, and the Board will approve the budget in the follow-up conference call.

Ian called for a balanced budget. This year we are doing deficit spending. You do deficit spending when you are building. Because this is a continuation budget, we should try to balance the budget. We should not use the "Restricted Fund." Ian moved and Eric seconded that Peter's travel come out of the auction proceeds before those monies go into the restricted fund. Motion passed unanimously.

We should look at "big ticket" items to make up the \$3,000+ we need to balance the budget. The website costs were suggested as one way we could cut. John's work is contracted so it might not be easy to cut. Ian suggested we were going for too much functionality on the website. Faerthen asked who was going to manage the member databases. The website is working toward a member managed database. Flat pages for the portal will work but the backside needs the functionality. Ian suggested we were paying a lot of money, but Faerthen said that a \$5,000 one-time payment is cheap. Some of the items we have discussed over several years have not been addressed. Art McKee provided some history of the OBFS website. John has tried to pick up the pieces of a broken system and perhaps we should go to LTER to discuss whether we should continue our web collaboration with LTER. Faerthen mentioned we still have to go through LTER and our hands are tied. We need to be able to manage our own site without the middle man. Greg suggested that this is such a critical step in our growth, and a major stumbling block over the last several years that we need to move on this even if it means not balancing the budget. Peter suggested we address the website issue and use our outstanding funds to balance the budget. Ian suggested that Faerthen get bids on the website work, and we spend that as needed. Brian asked about proposing a balanced budget to the membership and then overspending. The Board suggested the membership just wants to see fiscal responsibility.

Eric reminded the Board that through our relationship with AIBS, Brett Burke can help us with various tasks. Eric handed Philippe some information to proceed.

Website editing reduced to zero. Newsletter editing reduced from \$250 to \$200.

Annual Dues (Phillipe)

Phillipe said that one station requested reduced fees for financial hardship. Dues for this station were reduced.

Board Travel Costs (Brian)

Greg and Brian were told they could split the \$1,500 available for Board travel (\$750 each). Their costs were above \$750. Rick Wyman was given \$1,000 for his travel. On this fiscal year we have spent \$2,500 dollars. Jan suggested that we increase the travel fund slightly. NAML will meet in Savannah this year and thought Brian might want to go to that meeting. Philippe suggested increasing these funds to \$3,500 for the next fiscal year. The Board voted to allow an additional \$500 to be split between Brian and Greg so they will each receive \$1,000 to cover travel costs. (Brian and Greg were not present during the discussion and vote.)

Electronic Voting (Greg)

SurveyMonkey and BallotBin were tested. SurveyMonkey is the simplest with the best graphic interface but costs \$19.95/month. We would need to pay for two months to cover the election. BallotBin is completely free but is less user-friendly and was more difficult to set-up. A motion was made and seconded to use SurveyMonkey. We will need to deal with issues associated with stations that do not have valid email addresses.

Nominations Committee (Jan Hodder, Larry Weider, Shorty Boucher)

President: Ian Billick

Secretary: Greg Smith

Members at Large: Jeff Brown and Karie Slavik (*Ed.*)

Note: Jeff Brown subsequently withdrew; Sara Oktay was added)

Nominations will be open to the floor for additional nominees.

Lapsed membership survey results (Art McKee, Sarah, and Greg)

Committee Reports

Annual Meeting (Bill Shuster/Deedra):

The 2010 Annual Meeting will be held at the University of Michigan Biological Station, 22-26 September. There was some concern that Yom Kippur is a major holiday that might interfere with this. Bill said that he has received three responses for 2011-2012 hosts. Konza Prairie expressed interest in 2012 or beyond, National Great Rivers in Illinois 2012 or beyond, Shoals Marine Lab expressed interest also. Noone has stepped up for 2011. The Board suggested somewhere out west. Bodega Marine Lab might be a possibility but currently is in flux and the timing might be difficult. There may be

other options in the CA reserve system but Bodega is the best place. White Mountain might be another option. SNARL might also work. The Desert Study Center might work also. The Board will solicit member stations that have space and gauge interest.

Organizational Development (Ian):

OBFS Committees have been asked to discuss the Business Plan during their meetings over the weekend. Ecological Society of America is interested in a research coordination proposal that would involve field stations, especially proposals that include minorities. Tom Arsuffi volunteered to take a look at the proposal. There is an instrumentation proposal potential that may develop as well. This is another research coordination network. Ian will keep us informed.

Outreach (Phillipe):

Phillipe presented the printed OBFS brochure. The committee worked to make sure the content would not be immediately outdated. We have printed 10,000 brochures. Members can take them at the meeting and Philippe will mail copies to anyone else that wants them. Philippe has looked into converting the brochure to Spanish but this will take ~20% more space. Content or photos will need to be reduced or cut to make up the space.

The OBFS traveling display is now housed at Murray State University. David White is the contact. Thanks for Nina for all of her years in coordinating this effort.

Website discussion took place during budget discussions.

Member Support (John - Sarah filling in):

We are set-up for remote connection here at La Selva. The meeting will be webcast. John will be testing this over the weekend. Sarah will lead this committee to discuss sharing protocols, surveys on expectations of OBFS, and how to improve PR for stations.

Governance (Eric):

There will be some editorial corrections in the Bylaws for vote this year. Eric will pursue inclusion of a liability section in the Bylaws. Ian has provided some background information and verbiage for that section. The Policies and Procedures Manual is still in the works. Eric will ask for help completing this task.

Common Interests (Bo - Brian filling in):

Human Diversity - We will be presenting our third human diversity award. Tom will lead this committee meeting. We need to have someone in place for running the 2010 award. The committee will name someone over the weekend.

International - Saturday afternoon there will be an international symposium with speakers from several countries. Deedra said she is not sure what the membership wants from international stations. One question was the relationship between IOBFS and OBFS. Initially, OBFS supported the creation of IOBFS

and OBFS provided money for this. Last year OBFS voted to discontinue funding of IOBFS. The International Committee will try to get a feel for how OBFS can benefit them and how to best bring them into the fold. Jan suggested we move forward using our International Committee and not continue to try and figure out how to link OBFS and IOBFS. For all practical purposes, IOBFS does not exist.

Small Field Stations - Sarah is still planning on a regional meeting in the NE. She will make sure this is distinct from OBFS but also plans to encourage other stations to join OBFS and attend the annual meeting. Sarah will prepare a proposal for the Board. Sarah will focus on sharing of resources within regions and how to truly integrate. Jan suggested linking with the Development Committee because this idea is not necessarily a small station idea but could be of interest to all stations. Ian suggested that the small stations committee could provide input on future annual meeting agendas to make sure there are topics that are of interest to small stations.

Other Business

Jeff Brown suggested making the Congressional Visits Day a committee. OBFS invests a lot of resources into this, and we should continue to support it. This could also fit nicely under Outreach.

FRIDAY, SEPTEMBER 25, 2009

OBFS Business (8:00 am – 8:45 am)

President Kloeppel called the meeting to order at 8:00 am. He made several announcements. Deedra McClearn introduced some of her La Selva staff. The co-Directors of La Selva are Charles Acuña and Enrique Castro. Deedra also made some announcements concerning logistics and times for tours, etc.

Bill Schuster announced that we once again are webcasting the meeting in the main conference room. Members that were just joining us introduced themselves.

Committee Chairs for the first breakout groups (Governance, Member Support, International, and Outreach) mentioned their agendas. Brian also reminded the committees to please address the business plan at the meeting. Jan Hodder solicited nominations from the floor for positions that are up for re-election this year (President, Secretary, and Member-at-Large). Greg Smith mentioned that members (station and individual) should make sure their contact information is up to date.

Concurrent Committee Meetings – Block 1 (8:45 am – 10:15 am)

Governance (Eric Nagy)

Present: Eric Nagy (Chair), Violet Nakiyama, Peter Connors, Jan Hodder, Greg Smith (note taker)

Chair Nagy distributed minutes from last year's meeting. Eric mentioned that the bylaws corrections for this year include mostly editorial and cleaning up. Even editorial changes need to be voted on. The Committee should review the bylaws to be sure we have it cleaned up and ready for the fall ballot. Eric will work on adding a liability section to the OBFS bylaws. We can use samples from Ian Billick, AIBS, and Violet to craft the language. Violet suggested that we look at the laws in Missouri because that is where we are incorporated. The liability section is to protect Board members from lawsuits filed against the organization. Eric would like to have this on the November ballot. Jan suggested asking members from Tyson that are at this meeting to help locate Missouri non-profits that may provide some guides. OBFS does not purchase insurance because risk seems slight and cost is significant. Where do we turn for legal advice should we be sued? Jan suggested AIBS and Violet added that we should use them in crafting this language. Eric said that he would.

Eric asked about Board members signing conflict of interest statements. Violet said it probably does not hurt to do this. Eric will get a copy of a form to use as a model. The Board could declare that we are not receiving personal gain for serving. Jan suggested we not get too bogged down in "legalize" but perhaps have a training manual of some sort for new Board members.

Eric reminded the group that the Policies and Procedures Manual is still in the works and needs to get done. Jan suggested we break it down into smaller pieces and that might make it easier to move. Eric will proceed with an outline so that committee members can pick pieces to help write. Jan suggested that this is important. We are an aging society and we need to codify our policies and procedures before we lose some of the specifics. Jan suggested creating a "Motions Document" that would list the annual motions that were approved so that we do not have to glean minutes to find what had been acted upon. These specifics should go in the P&P Manual but not in the bylaws. Eric will move quickly after the meeting and Jan suggested a six month check-in to see how we are doing. A conference call in Feb. might be in order to prompt us to get our act in gear.

Jan suggested brainstorming on topic ideas for future meetings. We do not spend time discussing the next meeting and this ends up falling on the shoulders of a handful of individuals. This might take the form of a keynote address followed by a panel or group discussion. We could pay for the speaker out of the meeting expenses, not the OBFS budget. This might also raise awareness of OBFS and the value of field stations. The group suggested topics. Some topics included: informal education (free-choice learning), public education, global climate change, field station basic missions, making field stations relevant to communities, social networking, interaction of science and art, etc. We might also produce a white paper from

each of these topics so members would have something to take home with them. This concept would belong in the program section of the P&P manual. Social networking, for example, might be a good topic for next year. But it might also be possible to have someone this year who can present their ideas. We are especially interested in topics that will draw in members. In order to do this kind of restructuring of meeting agendas, we might need to reduce the amount of time spent discussing business with the membership as a whole. We need fresh meetings to keep members returning year after year. This will require work from the program committee to progressively modify the agenda and not just stick to plugging in from previous year's meetings. For example, the committee discussed ways to provide more time for discussion of international issues on this year's agenda. We are continuing to evolve as an organization, and our annual meetings should evolve as well to best address our member's needs.

Member Support (Sarah Oktay)

Sarah Oktay (note taker) chairing for John Kim, also Bill Schuster, Len Smock, Kevin Geedey, Elizabeth Losos, Tom Riser, Mark Schulze

Focus- what does OBFS mean to you and what can OBFS do to better support members?

Previous items desired and some accomplished over last year were video conferencing of meetings, more interactive web site with 2 portals, increased sharing of information resources, and collection of documents on policies and procedures.

Emphasis expressed on desirability of a **searchable web archive** of responses to information requests, policies and procedures, and news items of interest to members.

Elizabeth Losos said that OTS may be able to help with the website programming redesign at an attractive price- Faerthen should contact her for this.

Important to answer two questions- why do people join OBFS and why do some drop out? The annual meeting is one major benefit and is energizing for station directors to attend. It provides organizational help for people who are often mainly biologists, not administrators. Get questions answered there. Meet contacts for later information exchange and mentoring. Get updates on national level issues like NSF, NEON. Desirability for more nuts and bolts sessions at each meeting.

Question- is OBFS more valuable currently to smaller or new stations?

Sarah brought up the Business Plan for discussion and feedback on alternatives presented. There was general concern about a full-time ED potentially being a large and long-term burden on the organization and would increase budget and dues. Consensus that the main OBFS benefit is as a network of contacts and

information, for which we may not need a full-time ED. Part time ED, perhaps a spousal situation, might be best. Someone who only works for OBFS would be best, although shared position at AIBS would have the benefit of location in Washington.

Some kind of staff, perhaps half time, could be desirable for enhancing OBFS networking capacity. This person should maintain regular contact with station members, clarify benefits and mission to help retain members, and add new members. Need evaluation for measuring effectiveness of any new hire. Run session for new station directors, perhaps after each annual meeting. In absence of staff, perhaps could be offered by host station or at another, smaller station nearby for a day after the annual meeting- pay some appropriate fee to attend. Staff person could also set up good nuts and bolts sessions in advance and see that info and reports from these workshops are saved and archived in accessible fashion.

Desirable that OBFS as an organization may provide value-added in major issues such as IT, data management, sensor packages, etc. Maybe cost sharing of software licenses or technology packages for groups of members or all members.

Interactive chat on website would be nice addition- may need monitoring by staff or web manager. "Virtual Art McKee"

Regional meetings may be desirable, but should probably be driving distance, 1-2 days at most, perhaps not every year but every 2 or even 3 years.

May be desirable to fold Small Stations committee into Member Support Committee with 2 co-chairs.

No budget requested for this year!

International (Deedra McClearn)

Present: Cici Coen, Al Muth, Art McKee, Rick Wyman, Meryl Wyman, Alfonso Ramirez, Francisco Perez, Tom Arsuffi, Jennie Reithel, Zak Zahawi, Paul Foster, Eileen Larney, John Hayes (note taker), Larry Weider, Kevin Smith, Pat Wright, Deedra McClearn, John Smiley, Robin Le Breton, Binka Le Breton

Deedra provided an overview and charge for the committee

- Draft of mission statement
- Practical measures that could be undertaken this year
- Assessment of the influences of the new proposed OBFS business plan on international stations

Rick Wyman provided an overview of history of international programs in OBFS. Indicated one of his goals would be to have OBFS facilitate development of a series of regional (possibly continental) OBFS groups to move forward field stations at an international level.

Needs for international field stations

- Solar panels would be a need at many field stations
- Exchange programs among research stations
- Raise awareness about OBFS and linkages with local communities, governments, etc.
- Support meetings and networking; exchange of information, human capacity
- Web-based network (needs adequate resources for successful running)
- Support ecotourism, outreach, and advertising; articles in travel magazines
- Standardization of monitoring and approaches to data collection
- Shared information on station management and protocols
- Networks for grantsmanship
- Reciprocal relationship between individual field stations
- Searchable database on web about field station capabilities and focus
- Capacity building of in-country scientists and personnel
- Financial support to bring international participants for future OBFS meetings

Mission statement: perhaps a committee specific mission statement that emphasizes exchange and networking. This is implicit in the OBFS mission statement, but given the emphasis on networking expressed in the international committee group, explicit identification of this as a committee may be valuable. If this is done it should be done with high sensitivity to concerns about infringing on governance autonomy (e.g., scientific imperialism).

Funding of in-country scientists is important for development of intellectual capacity in international field stations. Long-term ecological research by in-country scientists can be extremely challenging because of lack of adequate funding sources.

Things that OBFS can do in the short-term

- Identify specific goals that require funds for international programs in OBFS
- Write grant to establish web site linked to OBFS focused on international programs (support website development and maintenance)
- Revise current website to better link international elements of OBFS
- Develop regional African and regional South American OBFS (Cici, Al, Rick, Pat for African group; Rick, Binka, Deedra, Zak, Alonso for Latin America [Pat can identify other SA partners, and agreed to contact])
- Prepare other grants for other purposes (networks, etc.)
- Move forward on conversation on exchanges and networks

- Prepare high profile papers and publications on importance of international field stations (BioScience, travel magazine, newspaper, etc.)
- Broader presence at international meetings (ATBC, SCB, etc. [LTER may be willing to partner])

Discussion on new business model:

- Could be positive if international issues is part of the position mandate
- Consensus among committee that having an executive director position would be a positive addition

Outreach (Philippe Cohen)

Attendees: Philippe Cohen (chair), Jeff Brown, Allison Butcher, Faerthen Felix, Susan Flowers, Jon Garbisch, Margaret Glass, Ray Highsmith, Stacy McNulty, Knute Nadelhoffer, Gwen Pearson, Mark Stromberg, Seth Touchet, John Van De Castle.

The meeting began with a quick review of the brochure and next steps with regard to its distribution. After some discussion, the following were agreed upon:

That a mailing of the brochure to all current members with a note that if they would like more, they need only request additional copies and they will be mailed free of charge. There was some discussion about how many should be mailed, with numbers ranging from 1 – 100. After further discussion, it was agreed that not many would be mailed because it was felt that those requesting additional brochures were more likely to make sure they are effectively distributed.

Agreed that the far-reaching contributions of field stations was, in many respects, the most important component of the brochure and was one that should ultimately be highlighted in the public portal of our website.

There was a strong recommendation that brochures be made available through museums and professional organizations such as the National Association of Biology Teachers and several attendees indicated contacts that would allow them to exploit such opportunities.

Mark Stromberg and Philippe Cohen agreed to create a poster to go with the brochures so that as members attend professional meetings and similar events, they can provide a poster to attract attention to the brochures.

The committee strongly recommended that if OBFS provides travel funds to any members for professional meetings or similar activities, they should be required to distribute brochures and display the poster whenever possible.

John Vandecastle from LTER offered to include an OBFS poster and pile of brochures at the ESA

meetings and other places where the LTER-NO has informational booths.

Discussion then focused on how best provide a public face for the website and significantly upgrade its functionality. We reviewed the current functions and then had an energetic discussion of some of the problems with trying to upgrade the site either through donated services by members or LTER, vs. contracting the work out.

There also was concern as to how we can assess and evaluate how effective the website is for users and visitors. There are tools and strategies available, but they typically involve additional resources, and this needs to be a consideration at the front end of the website development.

It was clear that some of the complexities involved in proper programming and implementation of a website requires expertise and follow-through only if we are willing to pay. Also, once the website is upgraded and improved, there will be on-going maintenance costs, and this needs to be a consideration in the design and implementation of an upgraded website.

There was also discussion about the station profiles currently provided by the web and the fact that much of the information is out of date and no longer accurate. The ensuing exchange covered the history of efforts to acquire that information and the difficulties and challenges in that effort. It was decided that much of the information needed to be maintained by the individual field stations at their own sites. It does not work to do it on the OBFS website, despite our best efforts to encourage them to do so. So in the future, the website will provide location information and a link to their website. If a field station does not have a web presence, they need to be encouraged to do so, since it is a critical feature for all current and future users of field stations. The committee agreed to the following actions:

Faerthen Felix and Philippe Cohen will spearhead the effort to fix the database functions of the website and we already have received support from the Board to expend up to \$5,000 toward this.

A subcommittee was created that would work on the design and layout of the website home page and public portal. Members include Allison Butcher, Philippe Cohen, Von Garbisch, Gwen Pearson, Seth Touchet,

After a response from Peter McCarthy (NSF) concerning possible funding for upgrading the OBFS website, that a subcommittee would draft a small NSF grant to help fund the upgrading of the website. Members include Philippe Cohen, Stacy McNulty, Gwen Pearson, Mark Stromberg,

In the interim, Faerthen Felix and Philippe Cohen will put up a temporary public web page based

upon the brochure and will try and have that in place within the next 2-3 weeks.

It was generally agreed that once the new website is up and operational, that it would be important to include links to field stations that provide ecotourism and volunteer opportunities.

NSF FSML/NEON Update (10:30 am – 11:30 am)

Peter McCartney presented updates on NEON from slides presented by Tony Beasley, NEON, Inc. Project Manager. Tony will join us later by phone to answer questions. NEON is an infrastructure project. NEON is starting to become a reality. It is continental-scale ecological observatory, a multi-component instrument. It will focus on drives/responses of ecological data on spatial scales. It is a long-term investment, meant to persist for at least 30 years. It is through conceptual plans, and has gone through two design reviews. It is now undergoing a cost and scheduling review. Construction will begin in late 2010 as currently modeled. Data will be flowing by 2015. There are multiple levels of data that are collected. There are five sensor packages that will be available and there will be an education mission. There are multiple sites within 20 different domains and this will include some relocatable sites (initially 2 per domain). There will also be airborne sensors and will include satellite data and modeling. The design is becoming increasingly fixed at this point. Some issues with implementation include staffing, administration, cyberinfrastructure, power, integration of data. The assembly facility will be located in Boulder, CO. OBFS can play a role with some issues, including infrastructure, sensor development, function as satellite sites, engineering and operations interactions, and contributions to OBFS technology and culture.

Peter opened the floor to questions. Members spoke to Tony by phone. Member questions included

How will satellite sites be classified and how will this develop? (Answer: All structure of infrastructure will be open source. It will be possible for stations to use NEON documentation to implement some or all of NEON sensor arrays and data structures. NEON might also take on the role of storing station data so that all data are compatible. As long as those data are collected within NEON guidelines. Many stations can participate in data collection whether officially a NEON site or not.)

Would funding be available to launch a satellite site? (Answer: There will not be funding from NEON but the usual funding sources will be available to jump on the NEON bandwagon. But NEON will make the source available.)

Can stations join together and replicate their own NEON small regional group? Especially those that are not core or satellite sites. (Answer: It is fantastic that groups of site would join together to share resources and adopt NEON sensors. NEON

is also trying to implement continental-scale research. Field stations can play critical roles here. It is unclear how this interaction would work in terms of dollars.)

When will the cyberinfrastructure side be functional? (Answer: This depends on the type of interaction you need. There will be increasing efforts over the next several months. In terms of canned subsets that individual stations can adopt will be 24-36 months down the road.)

Are there plans for an international observatory networks? (Answer: There have been discussions with Canada and Mexico but is not much more than talk at this point. This would be important to expand across all of North America.)

Can you update us on the education component of NEON? (Wendy Graham is heading up education. Education is explicitly funded within NEON and includes: outreach activities, students in science, producing information that can be used by scientists. There is information on the NEON website about outreach.)

Peter continued with a discussion of NSF-FSML describing the "Poorman's Ecological Observatory Network." NSF does not see FSML as being displaced by NEON. NEON will not do everything, field stations will still be critical to environmental studies. The FSML is designed to support the stuff that advances BIO and GEO research: facilities, equipment, instrumentation, power and communications, and planning.

Successful projects have high potential impact to NSF funded research, a broad and diverse user base, advanced research capability, educational outreach, broader impacts, and demonstrated infrastructure need. The top ten weaknesses of FSML proposals include incremental or no advance to research, limited benefit to NSF funded basic research, limited visiting users, limited research productivity, request primarily to serve as PI's research or teaching, limited institutional support, missed opportunities in outreach, solution not well thought out in terms of feasibility, feasibility, and alternates, need arises out of faulty maintenance or design, and no data management plan in place.

A planning grant might be more appropriate for new stations that are growing their research, with the FSML proposal coming later. Planning grants can provide up to \$25K, infrastructure grants are up to \$350K. Call Peter if you submit requests that are over \$250K. NSF does not want to see budgets that conveniently add up to the maximum. Related programs include Major Research Instrumentation, REU Sites, Supplements to REU, RET, ROA, and Advanced in Biological Informatics. Planning grants should be related to implementation of strategic plans and can be used in a follow-up infrastructure grant that shows had the strategic plan is being followed.

FSML is supported by BIO (mostly) and GEO. Funding has gone up each of the last three years and in 07, 08, and 09, and FSML has spent more than was budgeted. Because NSF does not carry money over, FSML is able to pull money from other sources that need to be spent. Peter and Judy Skog have been successful with this, and in FY09 spent slightly over \$6 million in FSML. That was almost \$2 million more than FY08. In FY09, FSML did not receive any American Recovery and Reinvestment Act money. Peter is hopeful that the increased allocation will continue into the next fiscal year. Judy Skog has rotated out of NSF. Peter Arsburger is now the Division Director. He is sympathetic to field stations and supportive of the FSML/NEON connections.

In spring '09, 78 proposals were received (2 collaborative), 24 awards have been made with FY09 money and 8-12 additional proposals will be made with FY10 funds. These include lab renovations, instrumentation, housing, experimental facilities, field equipment, physical systems, and communications and connectivity. NSF is interested in increasing roles of experimental systems. Trends in FSML include trends in collaborative activities, instrumentation and experimental facilities, and green construction. Issues facing FSML are collaborative projects, instrumentation and cyberinfrastructure, green/sustainable construction, dealing with education oriented sites, a possible shift in deadlines for the RFP (earlier?), and environmental clearance.

Peter opened the floor to questions.

What about terrestrial geoscience research? (Answer: The GEO money is really looking for blue water stuff, not terrestrial.)

Would education-oriented sites potentially collaborate with research sites to help them with broader impacts? (Answer: Seems reasonable. The problem is to fund an education oriented site.)

Could you give an example of a collaborative proposal? (Answer: Collaboration between UC Berkeley and the Desert Research Instituted to replicate field sensors. It responded to the desire to have comparable instrumentation at multiple sites. Another in Montana and Idaho established a monitoring system called "River Net.")

How are review panels put together? (Answer: NSF seeks a balance of users and station directors. The money is not about the station, per se, but about the people that will be using your station. It is difficult to get panelists.)

New Member Station Presentations (1:00 pm – 2:00 pm)

VCU Rice Center – Received a planning grant to work toward new/updated facilities. Helped form a vision and hire firms to prepare a site development plan. VCU Rice Center has added a 6-slip pier, have given tours to many

dignitaries on tours. They also have added a research, administration, labs building. This was a \$3 million facility, \$2 million from private donations, the rest from the university. The building was certified LEED Platinum, the first in Virginia. Also partnering with VA Game and Fish Department.

El Verde Biological Station, Puerto Rico – Located in El Yunque National Forest and is part of Luquillo Experimental Forest. The station has a dormitory building and apartments, laboratory space, etc. El Verde also is an LTER Site. The station has 100 ha. Many long-term studies in the forest, including the impacts of hurricanes.

Adirondack Station, Huntington Wildlife Forest – SUNY-ESF made some renovations to their Huntington Wildlife Forest lodge and other facilities. There are new dining facilities, meeting spaces, housing, etc. The station can host 90 people now. There is also a new house for hosting guests and educational activities.

Ordway-Swisher Biological Station – Field station of the University of Florida. The site has been around for ~25 years, but under this name for just a few years. There are 9,000 acres of longleaf pine, sawgrass, ponds, and lakes. Some of the most pristine aquatic systems in the state are here and there is a decent population of gopher tortoises. A pole barn, portable tents, and an additional steel barn function as meeting places and classroom space. The university provided \$150K for renovations to existing buildings that provided meeting, classroom, and offices. They recently held an NSF planning session there and have been chosen as a NEON core site.

Centre ValBio Biological Station, Madagascar – This is the fourth largest island in the world and a biodiversity hot spot. It is in continuous eastern rainforest, 43,500 ha at 600-1500 meters in altitude with 3 m of rain annually. It is now a UNESCO World Heritage site. There is a large, 3-story building that includes lab and meeting spaces, classrooms, dining hall that can feed 65, and admin. offices. They are growing and attempting to expand, especially a state-of-the-art research laboratory. The station is based with Stony Brook University. There are numerous studies underway from many different universities, including many studies on lemurs, phenology, plants, etc. They employ 65 local people year-round. They have over 100 researchers per year and have produced 450+ publications.

Iracambi Atlantic Forest, Brazil – The station is working to reconcile forests and people. There is a research center, a working forest farm, and an NGO. There is a dining hall, meeting building, and five cabins. The site is 3000 km².

University of Michigan Biological Station – UMBS will host the 2010 OBFS Annual Meeting, 22-26 September. The station was established in 1909 and sits on ~10,000 acres. Courses offered are research-based. Detroit will be the main service airport and there is a regional airport

closer to the station in Pelston. The station is located ~4.5 hours from Detroit by car. The station is not located on the Great Lakes but on Douglas Lake. The campus has 130 buildings, dining space for 275 people, and sleeping quarters for more than enough to cover OBFS. There are 16-18 university courses taught at the station every year. There are numerous experimental plots and research programs underway. UMBS has an IGERT Program entitled, “Biosphere, Atmosphere, Research and Training (BART),” as well as an REU. There will be meeting field trips that are being planned now.

Summer Enrollment Discussion Session (5:30 pm – 6:30 pm)

Art McKee led a discussion on lagging summer enrollments at field stations. Attendees agreed that enrollments were down in general, but marine stations might show a slight increase. There are differences between the need/want of marine and terrestrial stations. Are there ties to the lagging economy? The OBFS website advertising courses is functionally useless at the moment. Most students seem to be hearing about courses by word of mouth or posted flyers in hallways.

Facebook and Google Apps have proven effective at advertising and increasing interest in summer courses. A future topic at an OBFS meeting might be social networking and how to use these sites and video to advertise and recruit. One of the problems is that there is no single source. You have to be in all places: Facebook, Twitter, YouTube, Flickr, etc. Go with the idea that all PR is good PR. Get your name out there, people need to see the name of your station multiple times before they take action.

Stations should be tracking how students find the stations. Stations should consider short courses that might be more attractive to students who can't afford to stay all summer. Many students need to work. It is also crucial to offer courses that fulfill a requirement for majors. Undergraduates today are not taking “extra” courses. Some universities have created majors that require field station experience.

One thing we are seeing is that there is an increase in REU programs. This is drawing students away from station courses. REU's pay stipends, courses do not. There might be a FSML-like program within NSF that would enable stations to enhance education. CCLI is a program that might be attractive to stations that can be creative. Art suggested a short proposal to NSF that might interest them in some “special treatment” for OBFS. Some have made their REU's bigger by bringing in students that do not require stipends participate. This still may not help courses.

Most stations have populated their courses with their own students. Out of state tuition is prohibitively high for most stations to attract outside students. Just taking courses is not good enough anymore. Students must get involved in research experiences. Some stations

have had success with mini-courses that are not offered for credit. This is a way to interact with folks that can learn about what you do. This can help development. Elder Hostel might be another avenue

Stations should consider courses that are not science courses: art, history, literature, etc. If they fulfill gen. ed. requirements students are more likely to participate. Language immersion courses are also working. Offering variety is key. You need multiple layers of students to help increase interest in programs. A combination of course and research is another option. Students could take a course and spend some time in research.

Field Station and Marine Lab Education/Research

Survey (7:30 pm – 8:30 pm)

Brian Kloeppel led a discussion of a recent survey that will form the first step in an NSF proposal to investigate funding issues of interest to field stations. This was a request by Peter McCartney and NSF in general. The proposal would fund a planning activity to allow OBFS to be heard as NSF moves forward with funding issues. The proposal will gather members of the field station and marine lab communities to discuss infrastructure, programs, etc. This would take the form of a west coast (San Diego St. Univ.) and east coast (D.C.) to bring FSML's together. The first step is a survey of the membership. Brian has a colleague at W. Carolina that can help develop a survey instrument. Survey participants will self identify as research users, educational users, station administrators, etc. Brian then opened the floor for comments.

One suggestion was to include administrators above the field station level (chairs, deans, etc.). Those could certainly be some of the questions. Another category to be added might be engagement, which might fall under education. This would address how the station interacts with the local community. Stakeholder/agency questions might also be important. How can we address the "impact" stations are having? NSF does not have these data. We should stay focused on the ultimate goal. There may be lots of information we want, but the survey should stay focused. The impact survey, for example, might be done in a separate survey sometime later. It might be useful to actually ask OBFS members to submit questions.

The hope is to initiate the survey in Oct. so that results can be summarized in time to complete the proposal in short order. Workshops will take place in early-mid Dec. in the west, March on the east coast. This will require FSML's to participate by submitting questions but also help identify the users that will respond to the survey. Stations can send the link to the survey to their own users. We will not send our email lists to Brian. Now is the time to do different things to be more effective in what we do at our stations for research and education. It has been a long time since NSF has revisited the strategic plan for the FSML program. The direct goal is an opportunity for FSML's to find ways to

network, moving away from station-specific goals. Who are the users and how can we serve them?

The members then split into small groups to discuss specific questions and themes for the survey. Groups will compile their results and provide them to Brian.

SATURDAY, 26 SEPTEMBER 2009

OBFS Business (8:00 am – 9:15 am)

Brian Kloeppel brought the meeting to order and announced that the agenda has been altered slightly to allow more time for the international session later in the day. Brian then moved into committee reports.

Secretary – Greg Smith reminded members to check their membership information to be sure we have primary contact information.

Treasurer -- Philippe Cohen presented the draft budget to the membership and reported that we are shooting for a balanced budget this year. The budget will be made available on the web for members to review. The main expenses for the year are payments for treasurer support, travel, and contracts to update the website and database. Including investments, OBFS has projected assets of >\$110,000. Brian invited input from anyone and members should comment by Wednesday of next week.

Vice President – Bill Schuster reported on his OBFS audit. Everything balanced and all expenses were accounted for. There was some confusions on how our PayPal account is working. We do have a surplus operating fund of ~\$50,000 now.

Finance/Investment – Peter Connors reported that it was a dismal year for investments with a return of -19.1% over the last year. We will review the investments in again in six months. The committee consists of Peter, Hillary Swain, and Philippe Cohen. There is some portion of the operating funds that are actually part of investments. (See Appendix A for the full report.)

Presentation of the Human Diversity Award – Tom Arsuffi presented this year's award to SUNY-ESF Adirondack Ecological Center and Cranberry Lake Biological Station. Stacy McNulty accepted the award. Their program is called "Undergraduate Mentoring in Environmental Biology." The idea is to keep students in the environmental sciences by giving them career and graduate school guidance. The program includes inner-city kids, native Americans, and others. The program also enables students to get involved in real-world problems. Stacy will chair the committee to choose next year's winner. Other applicants this year were Jasper Ridge Biological Preserve and Mountain Lake Biological Station.

Recognition of Bob Fisher – Brian Kloeppel informed the membership that Bob Fisher passed away. Bob was a long-time OBFS member. He was Director of the Raystown Field Station of Juniata College. He was

Historian and lead photographer of OBFS for years. Former OBFS President, Bob Dalgleish, provided OBFS with a water color painting. OBFS will mat and frame the water color painting and donate the print and plaque back to the Raystown Field Station.

Congressional Visits Day – Jeff Brown introduced the OBFS involvement in Congressional Visits Day (run by AIBS and Co-Farm). This is a strategic period in the federal budget schedule where we can go to D.C. and speak with Representatives and Senators about the importance of science funding. OBFS has been doing this now for at least 5 years. OBFS budgets \$6,000 annually to support members to attend. Five members made the trip in April and Jeff reported that it was a successful trip. Jeff asked for folks to contact Susan Cordell (scordell@fs.fed.us) if you are interested in attending next year. You need to have a flexible schedule because the dates are often set just 2-3 weeks in advance. It might be of interest to OBFS to establish a committee or group to make sure we keep our presence at the federal level. Eric Nagy mentioned that attendees receive a great training experience on the behind-the-scenes of Capitol Hill. Stations should also not be afraid to ask representatives to your field station. There may also be ways to get students involved. We will consider a session on government engagement at next year's meeting in Michigan.

AIBS/NSF Update – Eric Nagy reported on AIBS Council news. OBFS is an AIBS member. As a member we send a member to the council meeting that meets every May. Eric is the OBFS representative. This council provides input that helps shape what OBFS does. Last May the council discussed the "Encyclopedia of Life," had reports from NSF, discussed "BioScience" and "Action BioScience" (for teachers), received reports from public policy, and had many discussions of items that can impact OBFS members. Eric brought copies of items from the meeting for our members to take and council minutes can be found on the AIBS website (www.aibs.org). Eric reminded OBFS members that 2009 is the "Year of Science" and that stations still have time to get involved in the celebration. The other major interaction with AIBS this year was a series of papers published in BioScience; five papers focused on various aspects of the value and function of field stations. There are links to these BioScience papers on the OBFS website. We are also discussing with AIBS the possibility of establishing a staff person that would likely be split between OBFS and AIBS that may be housed in D.C. AIBS has also offered treasurer and bookkeeping assistance.

LTER Update – Brian Kloeppel introduced John Vande Castle who provided an update on LTER. John mentioned that one of the BioScience papers dealt with LTER's. Many of the things mentioned in the paper are winding down. OBFS should think about how the interactions with LTER will continue into the future. LTER was fully-funded this year and the proposal

included several new initiatives. LTER is always looking for ways to interact with other group. Just last week LTER held the All Sciences Meeting. This meeting happens every three years. This meeting functions as a planning meeting.

Committee Reports (9:15 am – 10:00 am)

Governance

Eric Nagy reported that five people attended. He also reported that he has lost his complementary mug and really would like to find it. Please be on the look-out. The charge of this committee is to maintain and update the rules of the organization but also work to keep updated some of the more unofficial operating instructions. The Bylaws have now been completely and approved. The committee will keep them updated. The next big job is to attack the Policies and Procedures Manual. The hope is to produce a document that will be the "how-to" functional guide to running the organization. The committee will use teleconference calls to keep on track. The group then began a discussion on how the annual meetings might evolve to remain relevant to the needs of member stations.

Member Support

Sarah Oktay (for John Kim) reported that seven attended. The committee developed a survey to bring to the Board for small station needs, website suggestions that Faerthen incorporated. The focus was why did you join OBFS and why do you come to meetings? The committee suggested more/better webcasting of meetings, better website portal, collection of documents of interest to members, a searchable web archive for documents, information on how to start a field station, mentorship of new stations. New stations should not have to start from scratch. The committee also discussed the OBFS draft business plan. There was a general concern that an Executive Director (ED) might be a burden financially to OBFS, but the group was generally supportive. The ED should focus on keeping stations connected and keep membership information updated. A part-time ED might be more appropriate than full-time. The ED could also be responsible for workshop organization at the annual meetings. Meetings are valuable because of information gathering, mentoring, and nuts and bolts sessions. The group thought more nuts and bolts sessions would be useful. Perhaps even a post-meeting workshop for new station directors/managers. Small regional meetings were also discussed, focused on new or small stations or focused on specific issues. It would be important to not distract from the OBFS Annual Meeting. There was some discussion of a chat feature on the OBFS website, but this might require a moderator (a "Virtual Art McKee"). There was also discussion of folding the Small Stations Committee into the

Member Support Committee since the two seem to overlap. The committee also discussed an online OBFS journal or place to submit white papers from member stations.

International

Deedra McClearn reported that twenty people attended. The committee discussed how OBFS could better serve the needs of international stations and tried to come up with practical goals for the coming year. The committee developed a mission plan and discussed how the OBFS draft business plan might help with coordination of international stations. The committee felt a part-time or full-time person would benefit international stations as long as that person took the needs of international stations seriously. The international group would like to see more interaction and coordination among stations. There should be ways for OBFS to put its weight behind support of international stations. Over the next year the committee will work on potential grants to fund transportation of international members to Michigan next year, try to develop partnerships with other international stations that are not represented, try to write an article (professional or popular) on international field stations, work on having an OBFS presence at some of the large conservation meetings.

Outreach

Philippe Cohen reported that the Outreach Committee will try to implement a public portal for the website. A subcommittee will work on this task. The goal is to make the website match the brochure. Another subcommittee will work on a small NSF proposal to help pay for upgrades to the website and database. Philippe will work with Mark Stromberg to prepare a digital poster for OBFS that members can print and use. Members should take brochures and distribute. The membership discussed encouraging more individual membership and translation of the brochure into Spanish and other languages. OBFS thanked Philippe for his work on the brochure.

Mark Stromberg informed the membership that he brought a poster from the "National Phenology Network." OBFS members should take a look at this poster and think of ways they can incorporate these ideas and perhaps use them for citizen science. Such measurements could be done manually or by sensors.

Brian Kloeppel took a few moments to inform the membership about the proposed OBFS Business Plan draft which includes the hiring of a full-time or part-time coordinator or director. The Board will keep the membership informed as the planning continues. Brian opened the floor to discussion. Members asked about the cost, how the organization structure would change with a paid person, where the staff person would be

housed, how will this benefit international programs, is a split position the best option or should we have someone devoted to us, would the RCN program through NSF be a possible funding source, and how do you best transition from volunteer-led to ED. Members shared examples of how this transition has worked in their experience. The members expressed concern about a part-time person and suggested we go for a full-time person if possible.

Concurrent Committee Meetings (Block 2) (10:30 am – 11:30 am)

Small Field Stations (Sarah Oktay)

Introduction of attendees – reason why you are here.
Total= 13 Participants

1.

Participants and Needs

- Tom Risch – starting field station this fall. Looking to learn from people
- Kevin Geedey Augustana college. 1 staff member. Learn how to do things
- Len Smock --Rice Center small to medium field station.
- Robin LeBreton Iricambi Brazil: wants to know how to do stuff
- Binka LeBreton Brazil
- Seth Touchet U. of Louisiana operations mgr 50 acres; appointed 4 months ago
- Jon Garbisch, Cedar Point Biological Station. 2 full time employees – 5000-6000 acres
- Paul Foster, Bijagual Reserve
- John Vande Castle – LTER, grew up in Wisconsin. Knows Cedar Creek Bog
- Jeanette McDermott
- Nancy Aitken, Campanario
- Sarah Oktay (SO), chair, Nantucket, U-Mass Boston. 1 staff person. 107 acres. Facilities in town and field station.
- Mark Stromberg

Review and approve last year's minutes. Last year minutes: subcommittee to look at needs of small field stations and discuss Regional meetings.

Discussion of small field stations. What is a small field station?

Small means – small budget (less than 500,000) 1-2 full time staff, not based on area.

- Challenges of running small field station
- Requires creativity, how to get things done.
- Look at web site for previous minutes. Need to get input on ways to improve.
- Concern (SO): need for separate committee? Or fold into membership outreach and support

Discussion:

Agenda items: Needs, best methods of communication, evaluation of webpage usefulness, recruitment, regional meetings, and co-chairs (merge with Member support)

Needs:

Len Smock: annual meetings need more directed nuts and bolts sessions. Good topics would include: Hunting policy, public access policy, sensor networks. Advantage to attending is to find out how other stations have addressed issues and needs rather than having to invent it on their own. SO: Each station has its own thing / expertise which we should share and make the most of.

Mark: future meetings sensor networks: invite tech manufacturers: Hobo et al. make them pay \$100 for a booth, have them give a 10 minute presentation – best practices discussion with manufacturers. SO: potential booths showcasing wireless systems, webcams, sensors.

John Vande Castle—each LTER site has their own person who does the IT/ tech support> How do other stations deal with IT?

Mark: URS has one person that maintains it at 30 reserves.

Could an IT person be shared among different member stations? Like a traveling position?

SO: A useful meeting I attended was hosted by the Boston Based Center for Embedded Network Sensors (CENS). Scientists, users, and tech representatives and salesman get together to talk about developing hardware; creative use of wireless, sensor, and mesh equipment; solar panels; access points. Would be helpful to have a session in which we can share how we use this technology and for what information: weather, wind, statistics, long-term rainfall, temp, average, relative humidity.

Needs: international stations more organized this year: Binka, some technology is too expensive

SO: not all budgets high – equipment can be donated

Seth: just getting started.

Mark: write to CENS and explain what you want

VIP: Mentors with other OBFS members, sharing ideas. Assigning at OBFS meeting: willing to answer emails.

Jon: Would be great to have a web-based forum – internal, not public area – searchable archive. Will people be willing to read and respond? Would it need a Moderator?

PF: information/ protocols sharing so each station doesn't have to reinvent the wheel, databases

SO: Database sharing NPN, part of a larger network.

Robin: ArcGIS – share, software platforms. Would be a huge help to smaller stations

Binka: experience, community relations, crucial – not being parachute experts

PF: sharing journal and library accesses – perhaps through AIBS for OBFS would be a huge benefit.

Establish group online shared access for a small charge per station.

MS: visiting scientist status through UC Berkeley

SO: sharing equipment, facilities among small groups/ local

Exec Director: business plan- Ian – public face in Washington, do more of the work, PR, professional,

PF: need to prepare organization for change

Jon: new, doesn't know what's available for resources

Seth: in general, agreement with plan

Mark: big field stations know what the resources are to hire ED. OBFS now 2 years to do brochure, 2 years for traveling display. Access to big donors, willing to share – Some stations with donors to support ED position. Finding money. Good plan, -- based on previous planning plan – not implemented.

Len Smock: Needs: clear job description, objectives, title, understanding of OBFS, formal review process.

John: LTER – hired consultant – disaster, part of a portfolio of other responsibilities. Person should only focus on OBFS. Ideal position for OBFS member.

SO: One concern regarding Hiring part-time/ split position. Serving “two masters” problem.

Nancy: Danger: dumping all responsibilities on ED as happened in Red de Reservas Naturales in Costa Rica. Need very specific Job description. Make sure the Membership is not off the hook.

Tom – ED makes sense.

VOTE: approved motion to merge small stations Committee under Member Support and Outreach committee.

Submitted by Paul Foster with minor additions by Sarah Oktay

Organizational Development (Ian Billick)

No meeting notes were presented. See committee reports (below) for an update on the work of these committees.

Diversity (Stacy McNulty filling in for Amy Whipple)

No meeting notes were presented. See committee reports (below) for an update on the work of these committees.

Committee Reports (1:00 pm – 1:45 pm)

Small Field Stations

Paul Foster reported that fourteen people attended. There was a discussion of what small means, how to pursue with the idea of regional meetings, needs of small stations, methods of communication, recruitment of new stations, and whether the small stations committee should be merged under the outreach committee (the group voted unanimously

to merge the two committees). The group thought that more nuts and bolts sessions are useful and would also like to see more sessions on technology. Individual station expertise could be easily shared. We might consider inviting manufacturers of equipment to attend the meetings for a fee to present their products. Consider the Center for Metadata Sensors. Station mentors were also mentioned as being useful. A web-based forum was discussed that would not be part of the public site but only available to members. Library access was mentioned, especially for stations that were not linked to universities. Perhaps OBFS could facilitate a library network. The group also discussed the OBFS Business Plan draft and suggested relabeling the Executive Director as an Executive Administrator or Administrative Director.

Organizational Development

Ian Billick reported that the committee is looking for people that would be interested in serving on a core committee, participants in workshops, and comments on impacts that field stations are having on undergraduate education. This information can be used within future proposals. The committee also discussed the OBFS Business Plan draft. Ian recognized Jan Hodder, Brian Kloeppel, Tom Arsuffi, and Eric Nagy for help on the plan. We need to manage expectations, recognizing that this is not something that will happen tomorrow. Pursuit of the funding may be a one or two year process. Assuming OBFS decides to move ahead, financing will be critical. The committee suggested that stations interested in taking advantage of the services of this position might join OBFS at a higher level (\$1000, \$500, etc.). A core group of stations (~10-20) at higher levels for a three year period would ease the transition into the paid position especially if we require that person to raise their own salary. But we would want to be sure that the "normal" OBFS members did not feel that the ED was not serving them. Pursuit of individuals interested in venture of non-profits is one avenue of funding.

Diversity

Stacy McNulty reported that she is looking for individuals to help with next year's award. OBFS members should use their diversity work to increase good PR for their station and pursue NSF funding for increased efforts. The group talked about the age at which you reach kids, typically by 3rd grade. There was also discussion of reaching incoming freshman before they declare a major. One idea was a pre-admission orientation to the station so that they get exposed to field work before they enter college. Assessment was discussed and ideas were brought up on how to learn how we are teaching. It might be possible to have cultural sensitivity workshops at the OBFS meeting, team building, etc. Underserved populations are not just

minorities, but how do we address physically challenged populations.

International Field Stations Symposium (2:00 pm – 5:30 pm)

Paul Foster welcomed the members to the International Symposium. Rick Wyman was the keynote speaker, and was followed by shorter presentations by stations from Latin America and Africa.

Rick Wyman presented an overview of international field stations. Rick authored one of the field station papers in the BioScience series. Field stations are located in "jewels" of the planet, networked together they make a necklace. There are many benefits of field stations: opportunities for free, open inquiry, fostering a culture of scientific research, historical information, outdoor facilities, infrastructure, education, and prestige. Field Stations are often mentioned in major journal papers. Unlike stations in the US, international stations are not always affiliated with universities (~35%). Governments are often involved. Rick presented a number of statistics on field stations outside of the US, showing research areas, number of people employed, facilities and capacities, funding sources, etc. We can no longer leave humans out of the equation. Therefore, the community around the station needs to be considered. There are some changing roles of field stations, including: increased pressure on many fronts, greater appreciation of environmental issues, increased sophistication of analyses, increased networking, and recognized urgency. In foreign countries, stations are also dealing with political turmoil, war, famine, and rising costs. Stations must organize themselves to respond to this urgency. IOBFS began in 1991 at a meeting in Costa Rica. The first catalog of international field stations was published in 1994 and went online in 1997. Rick has promoted IOBFS in England, D.C., Australia, and Costa Rica. The goals of IOBFS are to develop a directory, facilitate exchange of scientists, foster education programs, strengthen library resources, provide electricity and GPS devices, and to organize an international meeting in Africa and/or South America. Some problems with internationalization include: representation, fees, communication, language, funding, and culture.

The following stations made short presentations about their stations. They each covered funding, research, education, biodiversity, facilities, and challenges.

- Tirimbina Biological Reserve, Costa Rica (Bernal Rodríguez): Began in the 1960's, now a non-profit organization, 350 ha; Website: www.tirimbina.org/
- El Verde Field Station, Puerto Rico (Alonso Ramírez): Began in 1986, part of the University of Puerto Rico, LTER site; Website: www.ites.upr.edu/EVFS/
- La Selva Biological Station, Costa Rica (Deedra McClearn): La Selva has a budget of \$1.5M, 100

employees, part of the Organization for Tropical Studies, ~100 courses/year, and 200-300 researchers/year; Website: www.ots.ac.cr/ (select La Selva under "Biological Stations"): Reserva Ecológica Bijagual de Sarapiquí, Costa Rica (Paul Foster); Founded in 2001, 286 ha, run by a non-profit NGO, most courses are from US universities; Website: www.bijagual.org/

- Centre ValBio Research Station, Madagascar (Patricia Wright): Began in 1986, run by a consortium of universities, buildings since 2001, new lab and dorm facility construction underway; Website: www.centrealbio.org/

- Southern Africa Biological Research Station and Education Center, Botswana (Claudia Coen): New field station funded by a private individual, 30,000 acres;

- Web: www.tusk.org/tachila-nature-reserve.asp (Tachila Nature Reserve)

OBFS Auction (7:30 pm - ???)

This year's auction theme was, "Tropical Adventures." The auction went well into the night, a good time was had by all, and we raised \$4,600 for OBFS. On a per person basis, this may be one of our highest totals.

SUNDAY, 27 SEPTEMBER 2009

OBFS Business (8:00 am – 8:15 am)

Bill Schuster led today's sessions. Bill reminded the remaining participants to please provide feedback by completing the exit survey. Philippe reminded everyone to please settle your auction tabs as soon as possible. Bill opened the floor for nominations for President, Secretary, and Member-at-Large (filling one position). Sarah Oktay was added to the ballot and nominations were closed. Nominees are: President - Ian Billick; Secretary - Greg Smith; Member-at-Large -- Jeff Brown, Kari Slavic, Sarah Oktay (vote for one).

Notes from Member Support Committee meeting

Sarah Oktay chairing for John Kim, also Bill Schuster, Len Smock, Kevin Geedey, Elizabeth Losos, Tom Risch, Mark Schulze (Brian Kloeppel sat in for part of the session)

Focus- what does OBFS mean to you and what can OBFS do to better support members?

Previous items desired and some accomplished over last year were video conferencing of meetings, more interactive web site with 2 portals, increased sharing of information resources, collection of documents on policies and procedures.

Emphasis expressed on desirability of a **searchable web archive** of responses to information requests, policies and procedures, news items of interest to members.

Elizabeth Losos said that OTS may be able to help with the website programming redesign at an attractive price- Faerthen should contact her for this.

Important to answer two questions- why do people join OBFS and why do some drop out? The annual meeting is one major benefit and is energizing for station directors to attend. Provides organizational help for people who are often mainly biologists, not administrators. Get questions answered there. Meet contacts for later information exchange and mentoring. Get updates on national level issues like NSF, NEON. Desirability for more nuts and bolts sessions at each meeting. Question- is OBFS more valuable currently to smaller or new stations?

Sarah brought up the Business Plan for discussion and feedback on alternatives presented.

There was general concern about a full-time ED being a potentially large and long-term burden on the organization, would increase budget and dues.

Consensus that the main OBFS benefit is as a network of contacts and information, for which we may not need a full-time ED. Part time ED, perhaps a spousal situation, might be best. Someone who only works for OBFS would be best, though shared position at AIBS would have benefit of location in Washington.

Some kind of staff, perhaps half time, could be desirable for enhancing OBFS networking capacity. This person should maintain regular contact with station members and clarify benefits and mission to help retain members and add new members. Need evaluation for measuring effectiveness of any new hire. Run session for new station directors, perhaps after each annual meeting. In absence of staff, perhaps could be offered by host station, or at another, smaller station nearby for a day after the annual meeting- pay some appropriate fee to attend. Staff person could also set up good nuts and bolts sessions in advance and see that info and reports from these workshops are saved and archived in accessible fashion.

Desirable that OBFS as an organization may provide value-added in major issues such as IT, data management, sensor packages, etc. Maybe cost sharing of software licenses or technology packages for groups of members or all members.

Interactive chat on website would be nice addition- may need monitoring by staff or web manager. "Virtual Art McKee".

Regional meetings may be desirable, but should probably be driving distance, 1-2 days at most, perhaps not every year but every 2 or even 3 years.

May be desirable to fold Small Stations committee into Member Support Committee with 2 co-chairs.

No budget requested for this year!

Information Management Session / Development Discussion (8:15 am – 9:30 am)

Ian Billick led a discussion of development with attendees sharing numerous experiences. Ian first discussed motivations for giving. People might give because of personal ties or because they want to make a larger impact. When you can combine the two (connection and impact) you can bring in the larger gifts. Close personal relationships are important as well. Engagement and face-time is difficult to get with donors. For universities, foundation offices can usually arrange for donor visits to your station. After visits, follow-up is important. So you don't want to start up too many things at once that will limit your ability to cultivate relationships. You can also hold events in areas around the country. Get a core person to host an event and then have co-hosts. Those hosts and co-hosts can invite their friends. The connections with the hosts can bring people in that might be interested in donating.

Do not assume that your connections do not have giving capacity. There are people that visit your station that will have the ability and the interest to give.

To move donors to the next level of donation you need continuity of leadership in the organization, a compelling vision, a strategic plan. Donors take responsibility in their gifts and you need to convince them that they are making in a good investment.

What kinds of giving are we interested in: operational support (facilities, salaries, computers), capital projects (buildings), and estate planning. This speaks to messaging. It is easy to show that building is crumbling, donors can see that. Operations budgets are more difficult to sell. You have to be able to show the value in funding salaries and utilities. You have to show impacts: training this many people, training the next generation of scientists, working for clean air and water, studying climate change and disease. Scholarships are one way to approach this. Work scholarships into the annual operations budget that allow you to effectively transfer dollars from specific projects into operational support. You must still be transparent and be prepared to show how your finances work if asked. To target fundraising for a specific project be sure to include all costs that will go into running that program (staff, overhead, transportation, etc.). Keep in mind donors that have given, even if they have given little, that do not have kids. For those that do estate planning, honor those

donors while they are alive. This will model that behavior for others. This is long-range but does not require much initial investment. Estate planning can be complicated so you might seek out community foundations if you do not have the in-house expertise to handle these gifts. The community foundation does not have to be in your immediate geographic location.

Another critical aspect of fundraising is developing a communications plan. This plan lays out the message and how you will get the message out there. Ian brought copies of the RMBL Communications Plan for the group to use as a guide. Donors can help spread this message so that it is not always the scientist spreading the word. The people that are closest to the organization are often not the best person to spread the message. They are sometimes too focused on very practical and very specific needs and do not sell the larger impact aspect of the station. We need models of giving behavior. If you are targeting non-scientists, be sure to present donors that have given but are not scientists. Personal stories of giving are compelling. Another place to get your message out is in the media. Press releases about interesting research at your station should mention your station. The Institutes for Journalism and Natural Resources (www.ijnr.org/) might be a good place to help get the word out. Using the media angle in a scientist's Broader Impacts section of an NSF grant can help bring journalists out to your station.

Concluding Business (9:30 am – 10:00 am)

The OBFS budget will be finalized on a Board follow-up conference call next week. Committees that plan to request money for activities during the year need to get their request to Philippe. The fiscal year runs Oct. 1 – Aug. 31 so committees need to decide if their money will be spent before the fiscal year expires. Bill Schuster asked for new business, none was offered.

Deedra McClearn thanked OBFS for their participation in the meeting this year at La Selva. She welcomed everyone back and encouraged us to bring our families and enjoy Costa Rica. The remaining attendees thanked Deedra and her staff for a fantastic meeting. The meeting adjourned with rousing applause.

Thanks to everyone for attending and participating!! See you in 2010 in Michigan!

Appendix A – Finance Committee Report 2009

Peter Connors (Chair), Hilary Swain, Philippe Cohen, Treasurer ex officio

1. During 2006 the Finance Committee formulated a written Investment Policy modeled after that of other

non-profit organizations. The policy defined and described the OBFS Restricted Fund, and set an investment goal of \$100,000 by the 2009 annual meeting, with annual performance goals of 4.5% above the change in the consumer price index. The policy also specifies review procedures for our investments and

describes the responsibilities of the Treasurer and the Finance Committee with respect to these matters.

2. The Restricted Fund is currently invested in two “green” funds that had formerly been managed by the Citizens Group of socially responsible funds. In April 2008, Sentinel Investments purchased and began managing these funds. At August 31, 2009 we had a total investment of \$61,907.45 in the funds, down from \$72,791.76 one year earlier, despite our contributions of \$4000 during the fiscal year. The total loss from investing was therefore \$14,884.31, a return on investment (ROI) of -19.4%. At August 31, 2009, OBFS held 4,137.529 shares of Sentinel Sustainable Core Opportunities Fund @ \$10.14 per share, total value \$41,954.54 plus 1,850.919 shares of Sentinel Sustainable Growth Opportunities Fund @ \$10.78 per share, total value \$19,952.91.

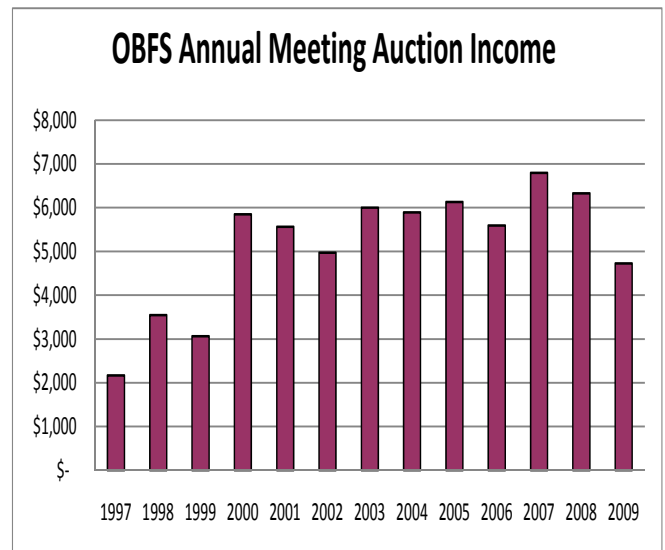
3. During the year ending August 31, 2009, the Core Opportunities Fund share price decreased by 19.1% and the Growth Opportunities Fund share price decreased by 27.6%. It has been a very poor year for most equity investments, but these results trail the benchmarks we use. The Core Opportunities Fund dropped slightly more than the S&P 500 Index (-18.3%), but considerably more than the KLD 400 Social Index (-14.3%). The Growth Opportunities Fund performance was much worse than the benchmark FTSE Small Cap Sustainability Index, which declined by 18.3% for the year.

Most managed funds fail to match market indices, but these differences are unacceptably large. However, the current Sentinel Funds managers were still in the process of shifting investments from those inherited from the previous Citizens Fund managers when this past fiscal year began. Stock market performance during the past year to August 31, 2009 was among the worst of any periods in history. It is likely that the Sentinel managers had not completely repositioned the funds when the period began. The Finance Committee recommends staying with Sentinel for now, but watching fund performance closely, with a possibility of switching fund families if performance does not improve.

4. The Consumer Price Index for all Urban Consumers, CPI-U, declined by 1.5% during the year ended August 31, 2009 and averaged +2.13% for the past 3 years. Thus our annual performance goal (4.5% above the change in the CPI-U) was not met in either fund for the past year or for the past 3 years (Core Opportunities Fund -8.02% annually averaged over 3 years; Growth Opportunities Fund -9.88% annually averaged over 3 years). In the 2007 report, both funds had met this goal for the both the one-year and three-year periods, but for 2008 and 2009 they have failed to meet the goal. In accordance with the Investment Policy, the Finance Committee will continue watching the performance of both funds, but will defer making any changes until we can see results of the new management by Sentinel Investments.

ANNUAL OBFS AUCTION INCOME

Year	Amount	Annual Meeting Location
1997	\$2,164	Oregon Inst. of Marine Biology
1998	\$3,543	Archbold Biological Station
1999	\$3,059	Mountain Lake Biological Station
2000	\$5,847	HJ Andrews Experimental Forest
2001	\$5,559	Oklahoma Biological Station
2002	\$4,973	Kellogg Biological Station
2003	\$6,002	Kananaskis Field Station
2004	\$5,889	Shoals Marine Laboratory
2005	\$6,131	Coweeta Hydrologic Laboratory
2006	\$5,593	Flathead Lake Biological Station
2007	\$6,793	Llano River Field Station
2008	\$6,327	Black Rock Forest
2009	\$4,722	La Selva Biological Station



OBFS OPERATING BUDGET

I. Operating Funds

		Budgeted
Operating Fund Balance Aug 31, 2009:	\$49,959.46	
Income:		
Membership dues	\$	28,000
Interest (CDs, checking)	\$	750
OB support from reserves	\$	1,515
Total Income:	\$	30,265
Expenses:		
Regular Operating Expenses		
AIBS dues and public policy initiative	\$	2,700
NEON dues	\$	1,000
Bank charge	\$	30
Missouri corporation registration	\$	10
Travel OBFS committee	\$	3,500
Congressional visits day	\$	6,000
OBFS traveling exhibit shipping	\$	250
Shipping	\$	50
Office and website		
Treasurer support and supplies	\$	7,000
PayPal charges	\$	300
Survey Monkey	\$	200
Secretarial and database support	\$	200
Tax preparation	\$	-
Taxes and registration	\$	25
Brochure mailing	\$	-
Website maintenance	\$	-
Newsletter	\$	200
Committee Expenses - Expendable Materials and Supplies	\$	500

	Governance		
	Annual Meeting		
	Member Support		
	Common Interests		
		Diversity - travel	\$ 500
		International	
		Small Field	
		Stations	
	Organizational		
	Development		
	Outreach		
	Subtotal Regular		
	Operating Expenses		\$ 22,465
	Committee Proposals		
	Contingent Upon		
	Review by EB		
	Common Interests		
		Diversity -	
		workshop	
		International -	
		travel	
		Small field stations	
	Outreach Committee		
	- brochure		\$ 2,800
		Website and db	
		upgrade	\$ 5,000
	Other Non-Budgeted		
	Expenses		
	Subtotal other		
	expenses		\$ 7,800
	Total Expenses:		\$ 30,265
	Net Gain/Loss		\$ -
	Projected Operating Fund Balance August 31, 2009		\$ 49,959
Balance	checking	\$	9,673
	Paypal	\$	7,954
	CDs	\$	32,332
	Beginning OB	\$	49,959
	Reserves		

Sentinel Sustainable Core Opportunities Fund	4137.529 shares	10.14/share =	\$	41,955
Sentinel Sustainable Growth Opportunities Fund	1850.919 shares	10.78/share =	\$	19,953
		Total Restricted Funds	\$	61,907
		Total Assets	\$	111,867
OB support from reserves			\$	1,515
		Projected Total Net Assets	\$	110,352

Attendee List
Organization of Biological Field Stations (OBFS)
2009 Conference at La Selva, Costa Rica
24 - 27 September 2009

Nancy Aitken Director Campanario Biological Station Osa Peninsula, Costa Rica	Univ. of Nebraska- Cedar Point Biological Station 101 Manter Lincoln, NE 68588-0118	Organization for Tropical Studies Apdo 6762050 Costa Rica
Liana Babbar Organization for Tropical Studies- CRO San Jose, Costa Rica	Sridhar Giullapalli Cyber Infrastructure, USC/Information Science Institute	Art McKee Res Prof Flathead Lake Biological Station 32125 Bio Station Lane Polson, MT 59860
Jeff Brown Station Manager UC Berkeley, Sagehen Creek Field Station P.O. Box 939 Truckee, CA 96160	John Hayes Ordway-Swisher Biological Station Gainesville, FL 32611-5250	Susan Mopper Ecology Center
Claudia Coen Science Research and Education Programming Tachila Nature Reserve Botswana	Jan Hodder Oregon Institute of Marine biology Box 5389 Charleston, OR 97420	Eric S. Nagy Associate Director Mountain Lake Biological Station University of Virginia, P.O. Box 400327 Charlottesville, VA 22904-4327
Pete rConnors P.O. Box 1015 Bodega Bay, CA 94923	Knut Nadelhoffer Professor and Director Univ. Michigan Biological Station 930 N. University Drive Ann Arbor, Michigan 78109-1055	Sarah D.Oktay Univ. Mass. Boston Nantucket Field Station 180 Polpis Road Nantucket, MA 02554
Susan Flowers Washington University Tyson Research Center	Robin LeBreton Iracambi Research Center CP 1 Rojaria da himeya 36878 M.G. Brazil	Francisco J.Perez El Verde Field Station HC-05, Box 8974 Rio Grande, Puerto Rico 00745-9601
Jon Garbisch	Elizabeth Losos Organization for Tropical Studies	Jennifer Reithel RMBL
	Deedra McClearn Director La Selva Biological Station	

2009 OBFS Annual Report

PO 519
Crested Butte, CO 81224
Mahmood Sasa
Palo Verde Biological Station,
Organization for Tropical Studies
San Jose, Costa Rica

Francie Schuster
GIS Mapper
Black Rock Forest
129 Continental Road
Cornwall, NY 12518

John Smiley
University of California White
Mountain Research Station

3000 E. Line St.
Bishop, CA 93514
Kevin E. Smith
Tyson Research Center

Mark Stromberg
Resident Director
Hastings Reserve, UC Berkeley
38601 E. Carmel Valley Road
Carmel Valley, CA 93924

John Vandecastle
LTER Network Office, Dept. Biology,
Univ. of New Mexico
MS203 2020
Albuquerque, NM 87131-0001

Dawn Wilson
Southwestern Research Station
PO Box 16553
Portal, Arizona 16553
Rick Wyman
IOBFS/Huyck Preserve

Zak Zahawi
Las Cruces Biological Station
Apdo 73-8257
San Vito, Costa Rica

Summary of the Organization of Biological Field Stations (OBFS) 2009 Annual Meeting Exit Survey, La Selva Biological Station, Costa Rica 24 - 27 September 2009

Thirty attendees of the Annual Meeting filled out and returned exit surveys. The most popular topics suggested for sessions at future meetings were nuts and bolts sessions on practical issues of running field stations (e.g. fees, public access issues, invasive species management, etc.), sessions on technology issues (especially sensor networks and distributed and wireless networks), and presentations and discussions on development and fundraising. Nearly all respondents rated the five informational sessions (FSML/NSF/NEON Update, Development Discussion, International Field Stations Panel, FSML Education/Research Survey, and Increasing Summer Enrollment Discussion) as being useful, with the strongest response for the FSML/NSF Update and the Development Discussion. Nearly all responded that the FSML/NSF Update was important to include every year, and a majority responded that a Development Discussion was desirable on a yearly basis, while the other topics were deemed desirable to be offered on an occasional basis. Multiple respondents expressed that the International Field Stations Session would have been better if it included a panel discussion session. Most people felt that the amount of time allotted to OBFS Business and Committee sessions, the FSML Annual Update, Field Trips, Informal Networking time, and the New Station Intro/Slide Show were just right. However, between 20% and 30% expressed that the Business and/or Committee sessions were too long and a similar proportion expressed that Informal Networking Time and the New Station Intro/Slide Show were too brief. Respondents overwhelmingly voted that the Committee/Subcommittee meetings they attended were well organized and worth their time. Additional comments

ranged widely, from requests for more prior information in the future on specific agendas and what to bring, to comments about how well Deedra McClearn and her staff ran the whole meeting.

Minutes of the 2009 Quarterly Board of Directors Conference Calls

March 12, 2009 – 2:30 pm (EST)

In Attendance: Tom Arsuffi, Ian Billick, Shorty Boucher, Philippe Cohen, Bo Dziadyk, Brian Kloeppel, Deedra McClearn, Sarah Oktay, Greg Smith, Larry Weider, Amy Whipple, David White

Meeting Action Items:

- transfer Vice-President files and information to Bill (Larry)
- transfer Treasurer files and information to Philippe (Shorty)
- investigate options for electronic voting in future elections (John, David, Greg)
- inform Mike Palmer that we will host the sustainability document but will not support printing of hard copies (Brian)
- follow-up with Eric about AIBS services for bookkeeping (Philippe)
- contact Jan and Eric about serving on a sub-committee to produce a development plan (Ian)
- coordinate conference call for sub-committee producing development plan (Ian)
- find someone to house the traveling OBFS display by June (Philippe)
- check with John on feasibility of webcasting the LaSelva meeting (Brian)

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- ask Sarah to provide materials on the NE Regional Field Stations meeting for OBFS Board approval (Bo)
- email listserve to remind them about nominations for the Diversity Award (Tom, Amy)
- confirm the fate of the static files from the old IOBFS webpage (Brian)

A.) Approval of Minutes of December 2008 Meeting

No additions, corrections, or clarifications were requested from the minutes for the December 11, 2008 Board of Directors Meeting. MOTION to accept the December 2008 meeting minutes (made and seconded) passed unanimously.

B.) Announcements/Actions

1.) OBFS Election Results – Brian

The results of the 2008 OBFS elections are final. The new officers will assume their positions on April 1, 2009: Vice President – Bill Shuster; Treasurer – Philippe Cohen; Member-at-Large – Deedra McClearn. The proposed By-Laws changes also passed overwhelmingly.

Brian discussed the fact that individual members were sent ballots. Peter Connors made the Board aware that individual members may have voted. Brian, David, and Greg discussed this and feel that none of the individuals that may have voted would “taint” the election in any way. The Board agreed and the election results were accepted.

Philippe asked who would fill his vacant Member-at-Large position. Tom will be replaced by Deedra and we will need to fill Philippe’s vacant position when he assumes the Treasurer position. Philippe suggested that holding both positions would not increase his workload. Shorty suggested a special election to fill that slot would be a pain for David. Brian suggested that the Board might be able to appoint someone to that position but would check with Eric on By-Laws. David said this has been done before. The Board agreed that we would like to have another person take that vacant seat to increase the number of people involved with OBFS. Larry suggested that the Board consider Sarah (the runner-up in the recent election) for the vacant At-Large position. Brian mentioned that Vince Voegeli and Amy Whipple were also runners-up in the recent election. MOTION to appoint Sarah Oktay to fill the remainder of Philippe’s At-Large slot (moved, seconded) passed unanimously.

2.) Electronic Voting Procedures – Brian

Brian asked if there is any reason we should maintain a paper ballot. Philippe asked how reliable and what are potential problems with electronic voting. The Board might want to have a better idea of how this will work before voting. David said all of the other Boards he serves use electronic voting. SurveyMonkey, for example, is one option. Noone was opposed to electronic voting. David, John, and Greg will move forward and decide how this should be done. A procedure will be worked out

before the June conference call. MOTION to form a sub-committee to establish electronic voting for future elections (moved, seconded) passed unanimously.

3.) Congressional Visits Day 2009

Congressional Visits Day is set for 21-22 April 2009. OBFS members scheduled to attend include Jeff Brown (organizer), Hilary Swain, Knute Nadelhoffer, Susan Cordell, Mark Stromberg, Faerthen Felix (funding paid for by Sagehen).

4.) Online documents – Brian

The online publication, “Design Guidelines for Sustainable Biological Field Stations” has a direct link on the OBFS webpage:

<http://obfs.org/index.php?name=UpDownload&req=viewdownload&cid=13>.

Does OBFS want to maintain this publication as an electronic document only or cost share printing of copies with Oklahoma State University (Michael Palmer)? Approximate printing costs for the document will be \$11 to \$17 a copy depending upon number of copies ordered (information from Michael Palmer at OSU). Philippe suggested that a hardcopy would not be necessary. People can print the document if they want it. The Board agreed that hosting the file was not a problem but that we would not support printing it.

C.) Financial Items

1.) OBFS Treasurer Summary – Shorty

Since the end of February, Shorty has received ~\$2000. We will probably be well short of our budgeted dues intake (\$30,000). We need to have a way to sort by paid and unpaid members in the database. Amy indicated that she is linked to an incorrect station and wondered how to change this. Faerthen should be able to fix this. We have not spent much money so far this year. We have not moved any additional restricted moneys into investments. Philippe suggested we start thinking about this again soon.

Shorty received several requests for financial hardship or complaints about dues increases. The two or three month lag time waiting for Board discussion is too long. How can we increase the rate of response. Brian asked about a blanket policy for hardship or evaluate on a case-by-case basis. Shorty and David suggested an email to the Board for quick discussion of hardship requests might suffice. Then we can respond quickly. Philippe suggested a short form to give us more information before making that judgment. Ian asked what would be the risks of just granting it to anyone that asks. This might broaden OBFS participation. Philippe, once discovering we were talking about dues payment and not meeting attendance, agreed with Ian that we should just grant it to anyone that asks. For dues we may not need such a form, just make a quick decision about hardship. Philippe suggested the President and Treasurer could handle this. David suggested a short statement of “Why?”

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could be sent to the Board for quick review. Ian suggested it might not be necessary to involve the whole Board. Bo wanted to know if the President and Treasurer would have objective criteria for deciding how to grant hardships. The Board agreed that 50% reduction in dues would be appropriate. MOTION to reduce hardship dues to 50% of annual dues and the process would be handled by the President and Treasurer (moved, seconded) passed unanimously.

The Board agreed to let people continue for one more year with 2008 dues amounts if they received their dues renewal notice before we announced the dues increase.

Philippe asked about Treasurer support from AIBS. Eric has looked into using AIBS services for bookkeeping duties and we will hear from him later. Philippe will contact Eric and follow-up on this. Philippe also asked about a company to handle our incorporation. We are not pursuing that.

Our taxes have not been filed but Shorty has started the process. Last year we paid \$1300 for accountant fees but Shorty anticipates that this amount will be <\$500 this year.

2.) Missouri Registered Agent – Brian and Shorty

Tyson Field Station has maintained the registered agent status for OBFS. Brian was able to confirm this when he was at Tyson in December 2008. Please contact Meghan Kelly at Tyson for any follow-up needed.

3.) Travel Costs to Costa Rica -- Brian

Brian and Greg are likely to have reduced, or zero, travel money from their respective departments to cover costs to attend the 2009 Annual Meeting in Costa Rica. Brian asked if there are other Board members that are likely to have reduced support for attending the annual meeting. Amy is also concerned that travel support may be limited for her as well. Shorty said that doing these jobs should warrant travel to the meeting. Larry agreed that we are volunteer staff and we should fully support the officers. Amy is concerned that it could get too expensive. Philippe asked how much will we be requesting? Brian and Greg said they both may have avenues for partial support but could end up needing full reimbursement. Shorty asked who on the Board would be available for reimbursement. The Board agreed this should be limited to the Executive Board. Currently we have \$3000 budgeted for Board travel and \$2000 has already been spent. This includes Brian's and Peter's travel costs to Black Rock last year. Ian found round-trip tickets to Costa Rica for \$240, saw them for \$160. Maybe travel will not be as expensive as believed. Ian suggested we determine how much we can spend then work down the list of officers to establish priorities. Ian said expenses of \$1500 for Board travel to OBFS meeting would be sufficient. Philippe suggested we should allow the full amount for travel. Peter Connors is also reimbursed as the auctioneer and will request reimbursement again. Ian suggested Peter's expenses be taken out of the auction

money. Deedra asked if airfare or registration or both be paid. Ian said we should provide an amount and cover as much as we can.

MOTION for Peter's travel costs be paid out of auction proceeds before going into restricted funds (moved, seconded) passed unanimously.

MOTION to allow up to half of OBFS travel money for Board members to attend the Annual Meeting and that money should be used in priority of offices (President, Vice-President,...) (moved, seconded) passed unanimously (Brian and Greg abstained). Brian and Greg were grateful!

D.) **Committee Reports**

1.) Annual Meeting – Larry

Larry will provide files and information to Bill about the LaSelva meeting and will help in the transition to a new Vice-President. Bill (and Larry) will work with Deedra to finalize meeting plans. Travelers will need a passport and will obtain a VISA during travel. Deedra feels that they can do everything for ~\$350 but this will not include travel from the airport. Deedra wrote up a 2-page information page and sent it out to Brian, Larry, and David White. Deedra would like to have this information posted on the web for members to get the information. We should also provide links to the OTS site. Brian suggested Deedra forward the info. document to John and Faerthen so that the information can be posted. Ian asked about LaSelva hosting the meeting information (and have content control) on their site and OBFS just link to that page. Philippe asked about pre-meeting field trips, Deedra said she should have that info. ready in the next few days. Brian asked about a cost estimate of travel to and from the airport. Deedra said a taxi is about \$80-\$90 one-way. Bundled in a mini-van it might cost about \$20 one-way. Deedra offered free rides from the airport for Board Members and we will stop for a cappuccino on the way.

We are set for Annual Meetings through 2010 but need volunteers to host in 2011 and beyond.

Thanks to Larry for all of his work on the Executive Board and handling Annual Meetings for the past several years!

2.) Organizational Development – Ian

Six board member donations were received in fall 2008 after the Annual Meeting.

Ian asked for what are we trying to raise money? Once you start development, you need to know where you are going so you set the fund-raising, not respond to the fund-raising. Should we push toward a full-time staff person? Ian suggested this would be a reasonable fund raising goal. A business and fund raising plan will help. Philippe agreed that this would be a good strategy. Suggestion to form a sub-committee to work on a development plan. Brian suggested that Ian lead that sub-committee. Ian again suggested that this be driven by what we want as an organization. Brian offered two options: (1) have Members-at-Large move on this effort or (2) have a separate conference call to have a longer

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discussion about this. Ian would like to see something presented at LaSelva to the larger membership so we should start this early, done by a committee of 3-5 people with representation from the Executive Board. An initial group might be composed of Brian, Jan, Eric, and Tom. Philippe suggested Ian contact Jan and Eric to discuss how to proceed. Ian will do this and will also serve on the committee and set-up the first conference call for the group.

One of the things listed in the strategic plan is to increase the amount of federal funding. OBFS should consider ways in which OBFS can apply for funding from the new stimulus package. Perhaps a letter to Congress proposing increased funding for FSML's. This might be something we can do through Congressional Visits Day but we should recognize that AIBS has specific goals for these visits that might not necessarily overlap with OBFS goals.

3.) Outreach – Philippe

Philippe hopes to distribute the final version of the brochure to the Outreach Committee for review. Hang-ups have occurred with photo permissions and resolution. We will delay printing until the website is ready since the brochure points people to the website. No website updates were given.

Noone has yet volunteered to maintain the OBFS traveling display case. Brian asked that we find someone by June. Philippe will work on that.

4.) Member Support – Brian (in John's absence)

Brian asked about webcasting the annual meeting again this year. LaSelva should be able to support webcasting and they have two full-time IT people. John will work with the IT folks at LaSelva to see if this is possible. Do we offer it, do we charge for it, do we keep it quiet until after registration? Amy suggested it would not be fair to keep it quiet, let people decide what they want to do. We do want to make sure the host stations get enough registrants to cover their costs. If it will hurt the meeting, perhaps we don't offer it. Philippe suggested we learn if it is possible and what it might cost to do it, then make these decisions. Brian will follow-up with John to check on feasibility.

5.) Governance – Brian (in Eric's absence)

By-laws changes were approved overwhelmingly in the recently completed OBFS election.

6.) Common Interests – Bo

Small Field Stations (Bo, Sarah left early) – Sarah is calling together a small, regional meeting at Nantucket station. This will be a 4-day meeting in either March or April. Initial response was split and there are only 2 confirmed participants for the March meeting. This will be pushed back to the April date and if this won't work they will push it back to November. Sarah has put together a list of topics for the meeting. This would be similar to the meeting in 2005 in Cleveland for small stations. There

was some concern from the Board that regional meetings might tax OBFS members (meeting fatigue) and this might pull from the Annual Meetings. We also want to be careful not to split the membership. Any meeting under the OBFS umbrella must be sanctioned by OBFS. This meeting has not been discussed by the Board. Bo will ask Sarah to present information to the Board for approval. The Board appreciates Sarah's enthusiasm but wants to approve this regional meeting.

Human Diversity (Amy) – Recruitment information is being updated. Amy will provide information to Faerther and John about past winners for posting on the OBFS website. Tom has uploaded the 2009 application form but the link is dead on the website. So far there have been no nominations. Tom and Amy will email the OBFS listserve to remind members of the award and seeking nominations. April 15 is the new deadline for nominations.

International (Deedra) -- We have agreed to no longer support IOBFS but will archive IOBFS materials. Brian will follow-up with John to find out the fate of the static files.

It may not be possible to put together a broad International Panel for the LaSelva meeting, this may be cost prohibitive. Focusing more on Latin America might be more reasonable. The Board agreed that a Latin focus makes sense. For clarification, NSF can only support travel for persons with a U.S. passport.

E.) **Next Board of Directors Meeting**

The next Board of Director's Meeting will be held via conference call on Thursday, June 11, 2009 at 3:00 pm EST (12:00 pm PST).

Meeting Adjourned 4:34 pm (EST)

Respectively submitted,
Greg Smith

June 11, 2009 – 3:00 pm (EST)

In Attendance: Tom Arsuffi, Philippe Cohen, Bo Dziadyk, Jan Hodder, John Kim, Brian Kloeppe, Deedra McClearn, Sarah Oktay, Bill Schuster, Greg Smith, David White

Meeting Action Items:

- work on finishing up a quarterly financial report (Philippe)
- set-up a mock vote to the Board from SurveyMonkey and BallotBin (Greg)
- update the information on the web and the Annual Meeting registration form and add photos to show dorm rooms, research areas, etc. (Deedra)
- prepare draft agenda for the Annual Meeting and look closer at the feasibility of putting additional sessions into the agenda (Bill)
- locate the gavel and gong (Bill, Deedra)

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- look into updating the OBFS webpage so that it will be a nice portal for visitors and mirror the new brochure (Philippe, John)
- triage issues with documents disappearing from the OBFS webpage (David, John)
- assemble membership numbers for the Board to aid in continuing discussions of the draft business plan (Greg, Philippe)

A.) Approval of Minutes of March 2009 Meeting

No additions, corrections, or clarifications were requested from the minutes for the March 12, 2009 Board of Directors Meeting. MOTION to accept the March 2009 meeting minutes (made and seconded) passed unanimously.

B.) Financial Items

1.) OBFS Treasurer Summary – Philippe

First conference call with Philippe as Treasurer. Philippe is still working on the changeover from Shorty and is working on OBFS taxes. We have filed for an extension.

2.) Annual Dues – Philippe

There has been an increase in the number of stations that have not renewed their memberships (~200 stations over the past few years). Philippe will talk to John about how to target the stations that have not renewed. John recommended a personal phone call to a few of them to investigate reasons for not renewing. The stations may not be getting the email renewal notice. There may also be some confusion about the timing of renewal notices, 2008 and 2009. Art McKee is still willing on following up to lapsed stations. We want to maintain at least a stable number of station members and grow membership.

Philippe will work on finishing up a quarterly financial report and will have something by the end of the month.

There were no requests from member stations requesting dues reductions.

3.) Travel Costs to Costa Rica for September 2009 Annual Meeting – Brian

Brian Kloepfel and Greg Smith will be in need of travel support for the meeting. No other Board members requested travel support. We are currently limited to \$1500 total for Executive Committee member travel to the meeting. The estimated travel/registration costs for Brian are \$943 and for Greg are \$794.

C.) Business Items

1.) Electronic Voting – John, David, and Greg

John, David, and Greg suggested either SurveyMonkey or BallotBin for electronic voting. SurveyMonkey is free but only up to certain limits on questions and number of voters. BallotBin is free regardless of numbers. In order for the Board to decide which they would like to use, Greg, with John's help, will

set-up a mock vote to the Board from both services and the Board can decide which they would like to use.

2.) Annual Meeting – Bill and Deedra

Deedra thanked Bill, Brian, and Larry for their help in developing materials for the Annual Meeting. The registration form is ready and can be uploaded to the website. There is a website ready on the OTS side for the meeting. John will help link the OBFS website to the OTS site. The OTS site is <http://www.ots.ac.cr/obfs/contact.html>. Philippe suggested clarifying a list of what to bring and what not to bring to LaSelva. Deedra will update the information on the web and the registration form. Deedra will also add photos to show dorm rooms, research areas, etc. Philippe asked if there would be different registration rates for OBFS members. This different fee might make stations more likely to renew their memberships. This will not happen for this meeting.

There is not a detailed agenda available at the moment. Bill asked if we should try to add sessions to cover topics that showed up on exit interviews. There will be an international session to fit the theme of the meeting. A new session would need to be organized and have someone to take charge of such a session. The Board thought that a session on sensor networks and/or invasive species might be well received. Deedra could provide personnel to join in a session. Jan suggested that we find leaders in invasive species research regardless of station affiliation. Jan suggested such a session might work better at the Michigan meeting next year so we have time for proper planning. Bill will look closer at the feasibility of putting additional sessions into the agenda. The Board can provide feedback on the agenda as it is ready.

John said that webcasting will be possible for the LaSelva meeting. John asked Deedra if she would have someone that can make sure this will work on her end. Deedra said that she can provide a dedicated IT person to make sure the webcasting is functioning properly during the meeting. Brian asked if webcasting will be free this year as it was last year. Deedra did not expect any costs for the webcast but she will look into it. If there are costs then we might need to charge for webcasting. We should also consider the possibility that station members might forgo travel to the annual meeting if they can watch everything on the web.

Last year we charged \$5 per registration for carbon offsets. The Board agreed to include this fee again this year. John is willing to calculate our carbon load for the meeting. He suggested a form in the registration packet that will generate more responses than simply a weblink survey. This information is likely useful to OBFS and we should try to collect it if we can.

David asked about the whereabouts of the gavel and the gong. Bill and Deedra will check on the location of those items.

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The Annual Meeting will be held September 23-27, 2009. The 2010 meeting will be held at the University of Michigan Biological Station. We need to encourage members now to consider hosting the 2011 meeting. Konza Prairie might be willing to host in 2011.

3.) Organizational Development – Brian (in Ian's absence)

Please see item "E" below for a discussion of the OBFS Business Plan.

4.) Outreach -- Philippe

Philippe is ready to print the brochure but before printing he would like for the OBFS website to reflect the information that is on the brochure. A pdf file could be made available but would need to be reformatted. The estimate for printing is much lower than Philippe budgeted so we should be fine money-wise.

There is still no one willing to provide a home for the OBFS traveling display case. Bo had been willing to store it but the space he had to store the display has been converted to an office so he no longer has room. Deedra could keep it in the LaSelva conference room but would not be in a position to ship it out to users. David volunteered to store it at Hancock. Jan suggested not sending it to LaSelva for the Annual Meeting to save shipping costs. Brian will contact Nina and have it shipped to Hancock.

Once the brochure is done, Philippe will look into updating the webpage so that it will be a nice portal for visitors. John has made some progress on the webpage "behind the scenes."

David said the most recent newsletter and annual report have disappeared from the OBFS website. David will communicate with John to identify the issues.

5.) Member Support – John

John asked if member stations might have a laptop that can be donated to OBFS for webcasting. It could be set-up with the proper software and equipment so that webcasting will function more seamlessly from year-to-year.

6.) Governance – Brian (in Eric's absence) There were no by-laws updates.

7.) Common Interests – Bo *Human Diversity* (Tom)

Tom has all of the Diversity Award applications and will talk to Amy about distributing those to the panel. There are 3 (plus one pending) applications. Tom hopes that end of June or early July they will have a winner. Brian commented that the winner has the option of a \$500 or \$1000 travel award to attend the Annual Meeting to officially accept the award.

International (Deedra)

John has a cd with IOBFS files. John will place those files on a static website on the OBFS page. There would be no maintenance for these files. These files should also say that this is not affiliated with OBFS but we are just housing it. Bo will not be present at the LaSelva meeting but will be in Central America later this year. Bo would like to speak with folks in the area to discuss how IOBFS could be more fully fleshed out. Deedra said that the function of the symposium at the LaSelva Meeting might serve as a springboard for further discussion of the future of IOBFS.

Small Field Stations (Sarah)

Sarah is still planning for a Nov./Dec. regional meeting on Nantucket. She hopes this regional meeting would be a recruiting tool for OBFS. A draft agenda will be distributed to the Board. This will be a very focused meeting on how stations in the NE states can share resources. The group might consist of ~30 stations, probably half of whom are not current OBFS members. Sarah will not work on marketing this meeting until after the LaSelva Meeting.

D.) OBFS/NAML (National Association of Marine Laboratories) Proposal (Brian)

NSF asked OBFS to submit a proposal as a survey of the community to determine pressing environmental issues for field stations. Brian has contacted Judy Skog recently and she is able to help complete the proposal. There are two workshop locations: Annapolis, MD in the east and NCEAS in the west. Brian asked for suggestions for West Coast location if NCEAS falls through. The first workshop is presently planned for early September in the east. The goal is to identify emerging fields of science and hurdles for field stations. The workshops will result in a white paper back to NSF to help them focus the RFP for the FSML competition. The budget is <\$100,000 so it does not have to go out for peer review. Jan suggested September might be a bit optimistic and we should be prepared to push it back later in the year. Brian is looking for 15-18 people for each workshop. Jim Sanders will work to identify NAML members while Brian (among others) will work to identify OBFS participants. The objective in participants is the stratify the participants across station sizes, locations, affiliations, etc.

E.) OBFS Draft Business Plan Discussion (Brian)

After the March conference call, Ian suggested developing a business plan so that we would know where raised funds were going. Ian, Brian, Jan, Tom, and Eric discussed the plan and have presented a draft plan. Jan thanked Ian for his hard work on this document. The subcommittee asked for feedback from the Board. Several important questions emerged.

*How powerful should the Executive Director (ED) be?
What should her/his role be?*

What is the role of an endowment? Do we work to build the endowment to help support the cost of an ED or do we

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work to secure large donations to help support the ED directly?

We have presented a couple potential models (full-time ED, part-time ED, administrative support, etc.). Which model would suit us best now and which would suit us best when looking to the future? Should we consider a two-phase approach or a single phase (or none at all)?

What is the optimal financial arrangement to provide some short-term financial stability for a new ED without having to raise an exorbitant amount of money before such a hire could be made?

Bill suggested that "if it ain't broke, don't fix it." Perhaps moving in this direction is a bit premature and that shared governance that we currently have seems to work well. Bo also expressed some reluctance in an Executive Director (ED). We seem to be able to get everything done as it is. David suggested that OBFS may not be big enough for an ED. We do not have the revenue stream to make such annual payments for paid staff. We have been doing a good job as it is but there is no opposition to change if change is needed. Jan expressed concern that Field Station Directors are not participating and that some of the larger field stations are no longer active members. This could be a mechanism to rebuild our member capacity. We do not seem to have a mechanism for sustained growth. This begs the question of what do we want for the future of OBFS. It may not be possible to reach larger goals with volunteer efforts. Fine tuning the role of the Executive Director will be crucial. David commented that the specific role of the ED should be more clearly spelled out. NAML, for example, has a consulting firm that helps organize the organization. They are much more politically active than OBFS. They also have a tiered-dues structure to support this effort.

Brian will take concerns/comments from the Board back to the subcommittee for further thought and revision. Brian hopes to bring something to the general membership at the LaSelva Meeting in September. If nothing formal is ready by then, the Board will continue to develop a vision for the future of OBFS.

Bo suggested that if the main role of the ED was to actively pursue new stations and/or following up on members that have not renewed, then it might be worth it to have a paid person to do this. Greg and Philippe will put together some specific numbers on memberships.

F) Next Board of Directors Meeting

The next Board of Directors meeting will be held Thursday, 24 September 2009, 7:00 pm (?), in person at the LaSelva Annual Meeting.

Meeting Adjourned 4:48 pm (EST)

Respectively submitted, Greg Smith

October 1, 2009

Board of Directors Follow-up conference Call

OBFS Board of Directors Meeting - Teleconference
October 1, 2009
12:00pm EDT

Attendants:
Brian Kloeppel
Sarah Oktay (Minutes)
Dave White
Eric Nagy (Minutes)
Bill Schuster
Philippe Cohen
John Kim (joined 12:15pm)
Jan Hodder (joined 1:00pm)

QUORUM obtained (7 needed for majority of 13 member board)

CALL TO ORDER 12:05 p.m.

President Brian makes profound introductory remarks.

FINANCIAL REPORT – Philippe Cohen

Philippe raised issue of travel costs to 2009 Annual Meeting for officers Brian and Greg, Peter (auctioneer), and Rick Wyman (invited panel participant). Discussion from La Selva Board meeting was reviewed. Officers will be supported with Board travel funds; Auctioneer will be supported with auction proceeds, as has been customary in recent years; Rick's travel will be covered as part of meeting costs contributed by OBFS.

It was noted that we need to keep better financial history records from past years' auctions. Philippe will follow up and keep Brian in loop.

BUSINESS REPORT – Brian Kloeppel

Survey Monkey is being explored for use in electronic voting. Estimate needing to add \$200/year to budget for Survey Monkey charges; plan to subscribe annually. Brian will set up subscription.

Art McKee, Sarah and Greg will keep up with continue to contact lapse members - about 3/4 done now. Philippe suggest sending brochure to all lapsed members, and offering to send lots of brochures if they sign up.

Philippe now taking orders for brochures. Jasper Ridge may absorb some mailing costs. Discussion of image ownership. Agreement that it is OK to take images and text from brochure if OBFS is credited. Sarah will make sure Caroline (Jasper Ridge) gets all membership information.

David uses email address to verify votes and will send out information mailing out about election. Voting window target is 1 - 15 December. Survey monkey process will be distributed with mailing. Ballet this year will include

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Pres (Ian Billick), Sec (Greg), At Large Board (Jeff Brown, Kari Slavik, Sarah Oktay), with write-in option.

Eric made MOTION to accept slate of candidates; Sarah SECOND; no discussion; UNANIMOUS APPROVAL, no opposed, no abstained.

Discussion of voting procedure - John worries about email duplication within members, there may be more than one vote per station if email lists are messy. John and David will spearhead survey Monkey logistics.

Discussion of idea to combine member support and small FS committees, with Sarah chairing both committees. Suggestion arose to combine committees with 2 co-chairs. Further discussion seemed to indicate most issues in both committees are "member support" issues.

Bill made MOTION that Member Support will assimilate Small Field Station mission and Small Field Station Committee will dissolve; Philippe SECOND; no discussion; UNANIMOUS APPROVAL, no opposed, no abstain.

Philippe made MOTION that Sarah and John co-chair Member Support Committee and that Sarah represent the committee on the Board; David SECOND; no discussion; UNANIMOUS APPROVAL, no opposed, 1 abstention (Sarah).

GOVERNANCE REPORT – Eric Nagy

Bylaws edits and Liability section will be on the ballot.

David suggests we get Annual Report out ASAP so we have info before ballot in December. Send material to David.

MEETING COMMITTEE REPORT – Bill Schuster

La Selva meeting exit survey got good responses. Summary will appear in Annual Report. Brian will convey special thanks to La Selva for great meeting. Web cam sound did not work well - need more testing next year. Carbon offset program - \$5 of registration will be sent to some reputable carbon offset program.

2010 Annual Meeting will be September 22-26 at University of Michigan Field Station (Douglas Lake). Need to post meeting details MUCH earlier than June. Basic logistics will be posted by January 1, 2010. Registration meetings. Needs to be set up earlier and tested prior to start of annual meeting. Encourage remote participation.

Proposed meeting in Nantucket: Sarah described very quickly some of the thoughts regarding this coming out of both Member support and small field station committee meetings. Some members would find this useful, would want to do just a 1 day nuts and bolts type meeting (resource and scientist sharing, etc.) that would have as part of the agenda a way to recruit and/or encourage members to attend annual meeting. Brian mentioned that a proposal describing the event be submitted to the entire board for input and review and comments. Sarah will do so.

CLOSING – Brian Kloepfel

to open May 1, 2010. Philippe requests that dates do not change EVER. David suggests we need to avoid conflicts like NEON, WAML, and AERC. Future meeting sites include: White Mountain 2011 (Oct 6-9), Konza after 2011, Great Rivers after 2011, Bodega 2011. Suggestion to explore SNARL and Santa Cruz Island (2011?). Suggestion to avoid Jewish holidays (Sept 28-30, Oct 8, 2011). Bill to pursue all the 2011 meeting options. Will decide at December telecom.

ORGANIZATION DEVELOPMENT REPORT -

Staff position had support at meeting. Implicit agreement to move ahead with hiring a staff person.

OUTREACH REPORT – Philippe Cohen

Mark Stromberg and Philippe are working on OBFS poster. A temporary home web page that mimics brochure will be set up with Fearthen and will start the transition to new web page system.

BOARD agrees to pay someone to move on database ASAP. Will start looking for someone with time to work on refurbishment of site.

COMMON INTERESTS COMMITTEE REPORT - Brian Kloepfel

Human diversity award - Stacey McNulty will chair the Human Diversity award committee for the 2010 award.

INTERNATIONAL COMMITTEE REPORT -

Confusion expressed over vision for moving forward. Need to resolve relationship between OBFS and IOBFS. Suggestion for President to clarify the situation. Philippe will follow up on 2014 Annual Meeting offer by Madagascar station.

Discussion of Madagascar as a site: Philippe believed it is important to include international locations. Jan mentioned that the cost and distance can be very prohibitive. Brief discussion as to pros and cons of meeting locations at international sites. This will be discussed by Brian/Jan/Deedra as part of the subcommittee/conference call regarding the international field station progress and participation in the immediate future

MEMBER SUPPORT – John Kim and Sarah Oktay

Discussion of remote participation at all future meetings.

Discussed the list of potential dates and times for future conference calls. No major issues with dates as they are now. Ian will take over on June dates and beyond.

Thursday, 10 December 2009, time 1:00 PM eastern (10:00 AM pacific)

Thursday, 11 March 2010, time 1:00 PM eastern (10:00 AM pacific)

Thursday, 10 June 2010, time 1:00 PM eastern (10:00 AM pacific)

David White has the OBFS display; Brian has the gavel and will hand carry it to Michigan. Deedra has the gong which is thought to be at her home in PA.

Adjourned at 1:39 pm

Respectfully Submitted,
Eric Nagy, Sarah Oktay, and Greg Smith

OBFS Board of Directors Meeting Conference Call December 10, 2009 – 1:00 pm (EST)

In Attendance: Ian Billick, Philippe Cohen, Bo Dziadyk, Jan Hodder, Brian Kloepfel, Eric Nagy, Sarah Oktay, Bill Schuster, Greg Smith, David White

Meeting Action Items:

- complete and send out Annual Meeting minutes for approval (Greg)
- confirm willingness of committee nominees to serve (Brian)
- include historical columns in future budgets (Philippe)
- follow-up on lapsed member surveys (Sarah, Greg, Art)
- prepare annual election for online voting (David, Greg, John)
- work to establish online registration for UMBS meeting (Bill)
- check on availability of Annual Meeting financial information for host stations (Bill)
- check on willingness/ability of UMBS to webcast the 2010 Annual Meeting (Bill)
- place Annual Meeting information front-and-center on new website (Philippe, John)
- send by-laws edits to David for inclusion on the ballot (Eric)
- check with Stacy on status of next Diversity award (Brian)
- administer member support survey (Sarah)
- provide blurb about NE Regional Meeting to David for newsletter (Sarah)
- provide clarification on the structure of current OBFS committees (Eric)
- provide feedback on potential chairs for the Organizational Development Committee (Ian)
- include a compilation of motions in meeting minutes (Greg)
- arrange for BOD conference call in March (Brian)

Motions:

- MOTION made (and seconded) to approve Annual Meeting minutes pending additions passed unanimously.
- MOTION made (and seconded) to hold the election from 15 January – 15 February 2010 passed unanimously.
- MOTION made (and seconded) to accept Bodega Bay's proposal to host the 2011 OBFS Annual Meeting passed unanimously.

A) **Approval of minutes from La Selva Annual Meeting and Board of Directors follow-up conference call on 01 October 2009.**

Annual Meeting minutes. Philippe mentioned that there were notes for the Outreach Committee. He will send those to Greg. Greg will add everything and send out complete, full minutes. MOTION made (and seconded) to approve Annual Meeting minutes pending additions passed unanimously.

Notes on action items from the Annual Meeting. Brian completed the remembrance of Bob Fisher with Juliana College. He has applied for reimbursement for his expenses. The International Committee will meet via conference call next week.

B) **Financial Items:**

1) OBFS Treasurer Summary – Philippe

Philippe presented the 2010 budget. There are still ~\$500 outstanding from the auction proceeds. The printing of the brochure has been paid for. Some of the mailing expenses are outstanding but Philippe is totaling charges for a one-time reimbursement from OBFS instead of doing it piecemeal. Brian asked about costs for Peter Connors' travel. Brian asked to have it removed from auction proceeds, not Board travel. Philippe wasn't sure where to include it. Brian suggested reporting the totals as Gross, then remove Peter's costs from that. Brian also asked about supplies and budgeting for various committees, specifically the Diversity Committee. That will be changed from \$500 to \$1000 which includes travel for the winner of the Diversity Award.

Eric asked if it would be difficult to add columns that provide historical perspective from previous years. Philippe suggested that the lack of consistency across years makes this problematic. Also, there would be problems with the transition from Excel to Quicken. Jan suggested doing this from now on and keep some consistency across years.

David suggested changing to "Annual Report / Newsletter." Philippe will make the change.

There were no votes on the budget.

2) Annual / Lapsed Member Follow-up – Sarah, Greg

There has been little progress since the Annual Meeting. Sarah, Greg, and Art will meet via conference call to discuss what is needed and how to proceed. Greg forwarded a number of responses to his survey to Philippe and Carolyn and Carolyn did a great job updating the database to account for these stations.

3) OBFS Annual Auction Proceeds -- Brian

The OBFS auction in Costa Rica totaled \$4,722. Sarah suggested that the auction be more publicized at the meeting, especially for new attendees. Philippe suggested that the proceeds were down this year because of lower attendance at the meeting and economic hard times.

C) Business Items

1) OBFS Annual Election – David, John, Greg
SurveyMonkey will be used for the new office elections. David mentioned that the ballot information is ready. We are waiting on the email list in order to present the ballot to the membership. Philippe will speak with John to get the updated email list. Once the email list is ready, we should be able to send out the ballot. MOTION made and seconded to hold the election from 15 January – 15 February 2010 passed unanimously. By-laws edits will be part of the election. The By-laws will be linked from the ballot. Slate of nominees: President: Ian Billick; Secretary: Greg Smith; Members at Large: Sarah Oktay and Karie Slavik (Jeff Brown withdrew).

2) NAML Report – Brian

Brian attended the meeting on Tuesday, 6 October. Brian took a stack of the OBFS brochure and make a link to Bodega Bay as host of the 2011 Annual Meeting. NAML will also help with an online survey of OBFS in the future.

D) Committee Reports

Annual Meeting – Bill

University of Michigan Biological Station has presented a proposed agenda and a proposed theme for the 2010 Annual Meeting. This information will be posted on the OBFS website in early January to begin advertising the meetings. Registration will be open in early May. Currently UMBS is not set-up for online registration. Bill will work with them to establish a way to do online registration.

Eric asked if meeting budget information has been handed down from site-to-site so that new sites will be aware of potential costs. Bill said he would check on the availability of that information. Eric also suggested we stay aware of increasing meeting costs. Historically, OBFS has been a very affordable meeting with hosts subsidizing some of the meeting costs. That seems to have fallen off of the table. Philippe suggested we asked for reduced costs rather than subsidizing costs. Eric said stations can contribute in a variety of ways. Jan recommended that as a guideline. If you are going to host, there should be some expectations for costs in time and money. Ian said that this could be in the bids, if there are multiple bids. Lately, we have not had multiple bids and have been begging stations to host.

Bill presented some information from Bodega Bay as host for the 2011 Annual Meeting. Bodega is proposing to host from 22-25 September 2011, understanding that there could be a day on either side. A suite of rooms has been set aside, fees would be ~\$80/night including food and lodging. All activities would be on-site. Peter Connors will help flesh out the details and a new manager should be on board by that time. Logistics of travel have not been discussed. Bodega Bay has been a previous host. MOTION to accept Bodega Bay's proposal to host the 2011 OBFS Annual Meeting moved and seconded, passed unanimously.

White Mountain Research Station was also a possibility for 2011. WMRS could not meet the Sept. dates and moving it later could be problematic because of weather. WMRS would like to stay on the list for a future meeting. They have hosted meetings in the past.

Brian asked if we wish to webcast the meeting. Philippe suggested we ask UMBS if they would like to provide this service. Bill will ask if they will agree to do this. The main problem has been sound linking up to the video. Bill will work on making this happen. There is some concern that an early advertisement of the webcast might prevent people from attending in person. Philippe suggested we try it and see what happens. If we think it will be a problem we could charge a nominal fee for webcasting or not announce the availability so early. Sarah said the webcast is important and any charge should be based on the cost of supporting it. Sarah also said that attending in person is much different than webcasting and she was not worried about people not attending because it is available online.

Eric recommended that the new website have annual meeting information front and center.

Governance – Eric

Eric will send by-laws edits to David for the ballot. David would like the edits around the first of the year. Board liability verbiage will not be included in this election. David asked if the standing version of the by-laws should be published. Eric agreed and will work on that.

Eric attended a two-day workshop sponsored by NSF on "Enabling Biodiversity Research." There were many representatives from agencies, universities, and many NGO's. They are hoping to kick-off a 10-year campaign to characterize biodiversity on Earth. Although there were some struggles to get everyone on the same page, Eric felt it was a useful workshop.

Human Diversity – Bo (for Amy)

Human Diversity award for 2010 (to be organized by Stacey from SUNY. Amy is proceeding on the next

Human Diversity Award. Brian will follow-up with Stacy at SUNY-ESF to move forward with the next diversity award.

International – Bo (for Deedra)

Bo discussed the Annual Meeting with Paul and Deedra after the Costa Rican meeting. There appear to be some positive movements to better include international stations but there remains a lot of work to be done. A group (Brian, Jan, Rick, Paul, and Deedra) will meet next week to continue discussions of how to move forward in international issues. Jan requested that board members email Jan and/or Brian to express thoughts before they meet next week.

Member Support -- Sarah

Member Support and Small Field Stations have now been merged. Sarah would like to present the member survey she has been working on through SurveyMonkey to get ideas about how to provide support.

Sarah is still working on a NE field stations meeting. This is a way for stations within a region to share resources. This will not take away from the main OBFS meeting. Nantucket Station will subsidize costs for this meeting. This will be a 1.5 day meeting. Philippe said that the proposed agenda fits in nicely with the mission of OBFS. Eric suggested that this should be a model of workshops that OBFS can support. He asked why this should be regional. Sarah said that she hopes to share resources within a region and meet station neighbors. Jan said that this is similar to the regional meetings of NAML. These regional meetings do not take away from issues presented at the National Meeting. Sarah only wants this to benefit OBFS, not take away from it. David asked Sarah a blurb for the newsletter. Bo asked if this would be an officially sanctioned OBFS event. Brian explained that this was the rationale for Sarah presenting a formal proposal. Jan said that Sarah has made it clear that this is an addition to the national meeting, not an alternative to it. Jan said this should be the emphasis as we perhaps do more of this in the future.

The Board asked for clarification on the structure of the current committees now that Small Field Stations has been dissolved. Eric will work on a structure of committees for approval.

Outreach – Philippe

The brochure has been finished, printed, and mailed. Philippe asked for approval that each station renewal or new station joining be sent 10 brochures.

The new webpage is now online. This is temporary in an effort to provide a public face for OBFS. John and Philippe are continuing to work on the webpage, including adding Google searches and testing the PayPal payment links. Eventually there will be a full redesign but right now it is critical to have a public face that matches the new

proposal. Philippe has been receiving very little feedback from the Outreach Committee. He would like help reviewing things so that he is not the only reviewer. John has worked hard at re-doing the website but is volunteering. Philippe suggested hiring someone to finish the re-design. John is not paid enough to devote full-time to our webpage. John has updated the underlying operational platform for the website. Eric said that we have already decided to look for help but John really wanted to finish it and Philippe did not feel comfortable taking it away from him at this point.

Brian said he likes the overall look but at the moment the interactive map is not working. He also said that station member contacts are not readily apparent. The governance page is also not there. There are many things that will be cleaned up in time. John has not completed links to pre-existing documents. Philippe asked for feedback and will work to address all comments and requests.

Sarah asked about a PayPal message and Philippe said this was a glitch when PayPal was “attached” to the new website.

Organizational Development – Ian

Ian is waiting for OBFS to commit to the business plan so that he can move forward. Philippe and Eric remembered committing to this plan and we discussed some action items at the Annual Meeting in Costa Rica. Brian discussed OBFS plans with AIBS and was given some options for OBFS. NAML and AERC are both going through similar discussions and AIBS is extremely receptive of hosting a shared position. They could provide access and support. The main question AIBS had was to have funds up-front before they would hire. They do not want to have to pay for a position and then ask for reimbursement. AIBS suggested we contact the other groups to discuss a shared position. Eric asked if David could begin discussions with AERC to broach the subject of a shared position. David said that AERC meets in Washington and has AIBS participants at meetings. Jan said that NAML might also be interested. The timing might be right for such a position. If it is a shared position the duties of this position must be clearly laid out, whether 50/50, 60/40, etc. Ian suggested that the bigger issue is funding. How do we get the money up-front? It is probably more likely to get money if we can put some money on the table and ask for a match. Philippe suggested that increasing membership (or raising dues) is now more important than ever. We might also have the resources for some funding over a period of, perhaps, three years. This might give us time to raise more funds to keep the position going. David said that AERC has much less money than OBFS, Jan said NAML has about the same funding. If Ian is elected President, the new Chair of Organizational Development will need to keep the ball rolling. Ian will continue to help as President, if

elected. Eric said that the President can actually still hold a committee chair. Ian said it might be better to have multiple people involved. Philippe suggested we talk with NAML and AERC and perhaps schedule a conference call to open the lines of discussion. Ian suggested that we be prepared for budget changes depending on how these discussions go.

Ian will send Jan some feedback on potential committee chairs.

Brian asked if we are still interested in paid sponsorships at the Annual Meeting. UMBS is proposing a theme on sensor networks, and might consider inviting vendors to the meeting. Bill will keep us informed as this plan develops. The Board mentioned other vendors we might consider.

Eric suggested that minutes include a compilation of all motions so that they can be easily compiled. Greg will do this.

E) Next Board of Directors Meeting

The next Board of Directors meeting will be held via conference call on Thursday, 11 March 2010, time 1:00 PM (EST). Brian will follow-up with call-in information.

F) Executive Committee Session

Brian, Jan, Greg, Bill, Sarah, and Philippe remained on the call. The following committee chairs were recommended for full board approval. Brian will confirm that these people would be willing to serve in the following capacities.

Committees and Subcommittee Chairs:

Governance: Eric Nagy

Finance: Peter Connors

Nominating: Jan Hodder (Past President)

Annual Meeting: Bill Schuster (Vice President)

Common Interests: Art McKee*

Diversity: Stacy McNulty*

International: Deedra McClearn

Member Support: Sarah Oktay

Organizational Development: Ian Billick

Outreach: Philippe Cohen

Website: Gwen Pearson*

Historian: Mary Hufty

Network Coordinator: Faerthen Felix

Editor: David White

* = new nominee.

Meeting adjourned at 3:20 pm EST.

Respectfully submitted,

Greg Smith

