

AREA Executive Board Meeting
AREA National Conference
Corpus Christi, TX
October 20, 2008

Board Members in Attendance: Angela Capello, Shahab Farzanegan, Lea Gray, Tom Lang, Steve Marshall, Spring Reilly, Marc Sommer, Judy Tumosa, Karina Walsh

Absent Board Members: Kevin Cunningham, Randy Honebrink, the Midwest/North Central regional representative

Who's Who of the Board

Officers:

- Immediate Past Chairperson - Marc Sommer, Ohio
- Chairperson - Steve Marshall, Florida
- Chairperson-Elect - Tom Lang, Kansas
- Treasurer - Lea Gray, Arkansas
- Secretary - Karina Walsh, New Hampshire

Regional Representatives:

- **Pacific** (Hawaii, Guam, Mariana Islands, American Samoa) - Randy Honebrink, Hawaii
- **Far West** (Alaska, Washington, Oregon, California, Idaho, Nevada) – Shahab Farzanegan, Oregon
- **Midwest** (Colorado, Nebraska, North Dakota, South Dakota, Kansas, Montana, Wyoming, Utah) – combined with the North Central, yet to be named, from Minnesota
- **Southwest** (Arizona, New Mexico, Texas, Oklahoma) – Kevin Cunningham, Texas
- **North Central** (Wisconsin, Minnesota, Illinois, Michigan, Ohio, Missouri, Indiana, Iowa) - combined with the Midwest, yet to be named, from Minnesota
- **Southeast** (North Carolina, Georgia, Alabama, South Carolina, Florida, Mississippi, Kentucky, Tennessee, Louisiana, Arkansas, Puerto Rico, Virgin Islands) – Angela Capello, Louisiana
- **Northeast** (Vermont, Maine, New Hampshire, Massachusetts, Connecticut, Rhode Island) – Judy Tumosa, New Hampshire
- **Mid-Atlantic** (New York, Pennsylvania, Virginia, West Virginia, Delaware, Maryland, New Jersey, Washington D.C.) – Spring Reilly, Pennsylvania

Board Tasks & Duties, et all

- It was suggested that all new members of the board familiarize themselves with the AREA Bylaws and Articles of Incorporation which can be found on the AREA website at http://www.areanet.org/artinc_bylaws.htm.
- The strategic plan should also be gone through but is not yet available on line. There was a request for it to be placed on the AREA list serve – Mark will do this ASAP.
- Specific job descriptions and duties are listed in the AREA bylaws.
- Quarterly conference call
- There was talk of a list serve only accessible to the board however upon further discussion it was decided that we would communicate through e-mail using a board distribution list.
- Karina will be receiving the written records from Doug Darr and historical records from Marc.

- All treasurer material will be transferred to Lea via Amanda (who needs to be contacted, by Marc Sommer) and Lea will need to get the proper authorization to sign off on financial transactions.
- Regional Representatives jobs are to attend meetings, distribute information and get feed back from their regional AREA members.

Housing AREA Money

- There has been some difficulty in the past as to where the AREA money is housed that will make it the easiest accessible without having to move it from state to state when new treasurers are elected.
- It was suggested, and Lea will look into, possibly using a national financial institution with high yield savings account (for example ING). There were questions as to whether AREA's 501 C3 status may affect what kind of account we use.

Scholarship Fund

- The student scholarship is awarded to a graduate or undergraduate student who is majoring in a Natural Resource field. The student must apply for the scholarship, providing a written paragraph about why they want to attend the AREA conference and how it will benefit them. A professor must sign off on the application. A scholarship is awarded for the full cost of the AREA conference registration fee.
- Students are allowed to apply for additional monies to pay for hotel, food, and transportation costs if they provide us with three to four additional examples showing their interest. Final reimbursement will not be given until all requirements are fulfilled (see next bullet).
- The scholarship committee recently added a requirement that recipients must return to school give a presentation and write to us about the experience.
- 2008 conference scholarship was not advertised
- Ti Piper, member of the scholarship committee, will be putting together the student scholarship information, establish the monetary source, and establish a plan for advertising for future conferences.

Website

- Marc currently maintains the AREA website and will continue to for the time being.
- 10 hours of professional work on the site have been paid for, but not used.
- Marc believes that the site needs to be refreshed but until we decide where AREA is going and what we want it to look like we should hold off.
- All of the 2008 conference participant info will be updated on the website in one to two months.

2010 Conference

- Tom is going to look in to when the conference proposals need to be in to the AREA board and the time lines for due dates, Requests for Proposal (RFP), etc. He will report back to the committee with this information. It is also available on the AREA website at <http://www.areanet.org/conference2008/2008areaconferencerfp.doc>.
- Marc said that the board should plan on starting work for the 2010 conference in six months time.
- Current proposed locations are Oregon, Nebraska and NCTC.
- It was noted that NCTC would still need to have a person/organization host the event.

Move to Change Executive Board Titles:

- On further investigation Karina found that in order for us to change the board's titles it must be put to a vote. Karina is willing to distribute a ballot to AREA members. However, if everyone is in agreement, to save time and money, she suggests we wait until the 2010 conference to make this change.
- The proposed name changes where:
 - President for Chairperson
 - President-Elect for Chairperson-Elect
 - Immediate Past President for Immediate Past Chairperson
 - First Executive Officer for Secretary
 - Regional Coordinators for Regional Representatives
- Please Note: During the board meeting there was a move to accept these names made by Steve it was seconded by Tom and all board members in attendance voted in favor of the change.

To Do:

Regional Reps

- Get list of all people/agencies/groups that are receiving Sport Fish Restoration money, for outreach and education, from your Federal Aid Coordinator. If your coordinator is not allowed to provide you with this info than ask them to pass along your contact info to non-AREA members.
- Contact and recruit the non-AREA members.

Steve

- Send a notice to the list serve about membership dues and let them know if they are not paid by the end of the year they will be taken off of the list serve.
- Develop talking points about AREA for regional reps to use when recruiting new members.
- Coordinate December conference call.

Tom

- Look into everything needed to prepare and plan for the 2010 AREA conference.

Lea

- Look into places to house AREA money.
- Follow up with Marc to make sure all pertinent papers/records/etc are transferred from Amanda.

Karina

- Follow up with Doug and Marc to get all written records.

Marc

- Contact Amanda to get transfer of Treasurer stuff to Lea.

NEXT MEETING: By conference call December 8 2008, 2:00 pm ET.