



NHANRS

New Hampshire Association of Natural Resource Scientists

Board of Directors

MEETING MINUTES

Regular Meeting – January 16, 2024

Via Zoom

Call to Order 4:05 PM:

Present: President: Collis Adams (CA); Treasurer: Luke Powell (LP); Membership Chair: Sarah Large (SL); Communications Chair: Elizabeth Olliver (EO); Legislative Chair: Kimberly Peace (KP); Education Chair: Randall Shuey (RS); Administrative Assistant: Brian Matott (BM)

Absent: Vice President: Deidra Benjamin (DB); Secretary: Noah Buckner (NB)

Approval of Minutes:

LP made the motion to approve the minutes as presented. EO seconded. The motion passed unanimously.

Financial Report – Treasurer:

LP reported the only income for the month was from Annual Conference registrations and Membership dues. LP has added lines to the Treasurer's Report to record 2024 income received in 2023 separately. LP stated that expenses for the month were limited to our recurring expenses. LP questioned the billing for Bernstein Shur and BM confirmed that there were no overlapping dates within the invoices received. LP stated that he and Spencer Tate, provided Spencer is elected Treasurer, will get together to compile the January Treasurer's Report as part of the transition. LP will also initiate the process of changing the bank signing privileges and PayPal account access.

LP detailed the 2024 Proposed Budget: There are single lines for Annual Conference income and Membership Dues revenue, with specific breakdown of yearly amounts in the Running Comments. Budget amounts for income were based on 2023 year-end totals, with expenses budgeted equal to amounts set for 2023. LP made the motion to approve the 2024 Proposed Budget to submit to the Membership. RS seconded. The motion passed unanimously.

Committee Reports:

Membership:

SL reported that the current 2024 membership count is 71. SL indicated that she would attempt to solicit non-members attending the Conference to join.

Communications:

EO stated that she is planning to send out one last reminder email for the Annual Conference. EO reported that the current registration count is 114, and registration is set to close on January 18. LP inquired about late registrants. BM will verify with the venue, but registrations on the day of the Conference would be accepted. EO suggested the disclaimer that late registrants could not be guaranteed meal service.

Legislative:

KP stated that the Legislative Committee is monitoring new legislation for any items that may require action. CA inquired about the bill from last year targeting certifications. KP stated that this topic is currently sidelined, but the Committee is watching closely for any indications of it resurfacing.

Education:

RS stated that the TCNA Tracking Workshop was scheduled for February 17th and 18th, and there will be a Turtle Crossing Workshop with a date to be determined as NHDES is attempting to coordinate with Fish & Game.

Administrative Assistant Report:**Old Business:****2024 Annual Conference**

CA emphasized the importance of maintaining the agenda timeline throughout the Conference. The implementation of time placards will assist in this goal. BM will take care of all the printed materials and provide access to the files for the creation of the QR code. The QR code will be placed on the Conference agenda. SL inquired about having table placards that have the QR code printed on them. BM will have enough placards printed for every table. BM will finalize the formatting of the annual reports, place the reports on a shared drive, and provide a link to their location. KP suggested sending out an email in advance providing the QR code and detailed information of the utilization of the new technology. BM displayed the name badges to be used for the Conference. BM detailed how the badges will contain names on the front and the person's meal choice on the back. RS stated that 3 vendor tables would be needed for NRCS, NHDES, and the County Conservation Districts. SL added that tables are needed for Gibson's and for raffle items. BM had inquired if the afternoon break was scheduled too early after lunch, and after discussion, the Board was in agreement the schedule should remain unchanged. RS noted that certificates would not be made available until after the Ethics presentation had commenced. RS suggested holding the Business Meeting in the Webster Room prior to returning to the Conference Room. BM will verify this adjustment with Grappone Conference Center. BM stated that some members from the Education Committee had offered to help at the registration table. BM added that the registration process would be simplified this year. Attendees will sign in and receive their name badge and an agenda. Those working at the registration table will not be responsible for having to verify payment and/or membership status during the sign in process. SL inquired about the Conference evaluation form and the

Board agreed that this should be available online as well. SL will create the online evaluation survey. Subsequent to this meeting, Hoyle Tanner Marketing Coordinator, Nicole Davis, offered to create a Survey Monkey questionnaire for the end of Conference evaluation.

New Business:

2024 Board of Directors

Goals for 2024

For the Good of the Association:

Adjournment:

KP made the motion to adjourn. LP seconded. The meeting was adjourned at 5:02 PM

Minutes submitted by: Brian Matott