

Steering Committee Meeting Minutes

Monday, September 19, 2016

Officer Reports

Sr. Chair -Karen

Steering committee format change

Jr. Chair/Secretary - Melissa

Resignations from SC - Kaye and C.J.

Low attendance at meetings - need confirmation of who is committed to attending so we can determine quorum for votes

Treasurer - Ian

*Paypal payments through PARC - Pay link available thru Amazon - we are warehouse, Amazon is seller, we ship out shirts; need someone in charge

*7 tshirts sold at SWPARC - need to work with SWPARC to reconcile income

Old Business

Updates from Ian -

PARC - new format of projects vs. committees; 5 Core Values and address in our annual report, we will share these

- 1) Inclusivity and Collaboration. PARC is a network that is open to people of all backgrounds, skills, and perspectives, thus providing a community of practice which coordinates and cooperates toward mutual or complementary goals.
- 2) Proactive, Responsive, and Adaptive Approaches. The PARC model of effective conservation is to anticipate emerging threats when possible, but also to continue to respond to existing needs. In doing so, we develop practical solutions or build the desired expertise or resources. We aim to adapt our approaches when efficiencies or improvements can be realized.
- 3) Scientific Integrity. Everything that PARC produces or delivers is based on the best available science and expertise, and we update and improve these as new data becomes available.
- 4) Biodiversity. While our focal species are amphibians and reptiles, we consider the work we do in the contexts of maintaining all levels of biodiversity, from genetic diversity to habitat quality and ecosystem function. This approach benefits and complements multiple species and conservation partners.

5) Optimism. PARC makes a concerted effort to communicate challenges and needs for amphibians and reptiles in a positive manner, providing hope and highlighting successes, and looking at all possible opportunities where we can make a difference.

SWPARC - need to make official vote on if we want to commit to a joint annual meeting with SWPARC; they want to have a meeting in NM to honor a retiree in next two years and need to decide if it will be this year or next; not enough at meeting for quorum, so Karen will send request for vote

Colorado Prairie Initiative - Ian handed off to Tim; litigative group so our involvement with them will be minimal

Joint non-consumptive use - no update

New Business

Letter of recommendation for Jen Williams; Danny will write letter and send to SC for approval

Steering committee restructuring proposal - Projects vs. subcommittees

Current subcommittees: Education & Outreach & Scientific Advisory

To align with SWPARC and PARC we may move toward project format since subcommittees require large time commitment and often don't meet often

New suggested Projects - each would need a lead, feel free to volunteer!

- Tshirt sales
- Website
- Trips and surveys
- Socials
- Community events and outreach
- Annual Meetings

Social

Fall - date/time and location? (Tim/Brent/Andrew)

Winter - movie viewing *Venom Interviews* in Boulder (Karen)

Shirt sales - update/plan

Inventory- 22 shirts odd sizes, weird colors

New orders - need a lead for shirt sales

T-shirt source locally who would be willing to fill quick orders and customize
Sales on website - may utilize Amazon for sales but need someone who can fulfill orders when they come in; Ian will talk with Brent to see if he would be interested

Field Trips

- Need a “lead” for each future trip
 - Can be a different person for each trip depending on location and who attends
 - In charge of planning, agenda, directions/maps, and group communication (website and FB pages), dates on Google calendar
 - Ensures “Best Practices” are followed: Field Herping etiquette, biosecurity protocols, waivers signed
 - Education and supervision of younger participant
- Events
 - Need specific guidelines, release forms, and sponsors/partners (if applicable) for each trip
 - Ideas for future trips
 - Otero
 - Local trips for younger and working members - Staunton, Waterton Canyon, Castlewood Canyon, Chatfield
 - *Other Trips* - possible future trips (2017) to *Lowry Range & Pawnee Nat'l Grasslands*

Website

- Updated calendar - events lists 2014 trips only -
 - Add 2015 and 2016 trips with pictures so visitors can see what sorts of things we do
 - Add pictures of winter meeting to those pages
 - Share pics on drive or in dropbox to put on the website, Danny drive, google photos
- Link field trip pages: <http://www.coparc.org/field-trips.html> (linked from volunteer page) and <http://www.coparc.org/field-trips-2014.html>
- Combine meeting archives into one tab like the Field Trips are (shorten the option list)
- Species accounts - updates to Danny, formatting issues
- Suggested additions: blog, t-shirt sales, Colorado herps, ID help page, links to FB trip and info pages
 - Danny will link to his blog, may link SWPARC Twitter feed
- Email to general membership encouraging suggestions and additions to website - literature page

- Add SC minutes from 3/21, 4/11 and 9/19
- What is the login page for? - Danny will look into this and hide or clarify the button on the site
- Hunter will upload pictures to COPARC Google account to share with Danny

Discussion

Action Items

1. Vote on 2017 annual meeting by end of week
2. Reaffirm commitment of steering committee members to continue
3. Karen and Melissa will place calls to steering committee to discuss ideas for goals/focus of COPARC
4. Email to membership requesting website suggestions

Adjourn

Future agenda items

Community outreach to sportsmen for disease prevention (fishing, hunting, etc.) - waiting on materials from National Disease Task Force