

## **ISTS Board Retreat Condensed Minutes**

**1-5 August 2022, National Conservation Training Center, Shepherdstown, WV, USA**

### **Meeting Opening**

President Diego Amorocho welcomed members and explains motion procedures. Motion to accept agenda passes. Board members introduce themselves.

### **Secretary's Minutes**

Motions to accept Minutes for 2021 Board Retreat and condensed Minutes from 2019 were presented and approved.

### **Treasurer's Report**

The Board discussed the benefits of investing a portion of Society money in Certificates of Deposit (CDs) and two short term CDs were approved. The Board decided to seek legal advice on how to deal with deferred registration payments from the cancelled 2020 Cartagena Symposium and to send additional communication via the CTURTLE listserv to prompt members with outstanding deferrals to submit a refund request. The Treasurer's report was approved during the meeting.

### **2023 Symposium Budget**

President Diego Amorocho gave an overview of preparations for the Cartagena Symposium and presented his budget. Motions outlining the registration fee structure and requesting approval of the Symposium Budget are presented and approved.

### **Executive Director**

The Board discussed hiring an Executive Director (ED) to manage the business of the Society, such as coordination of fundraising efforts and development of a business strategy. Hiring an ED with professional skills to run the business operations of the Society would allow the President of the Society to focus on the Symposium and the Board to develop programs and opportunities that would enhance the benefits of Society membership. A sub-committee was formed to gather information on the feasibility and logistics of hiring an ED.

### **Symposium Organizing Committee**

The Board discussed the benefits of establishing an advisory committee composed of Society members with past experience in Symposium organization to provide assistance and advice to the President. The members of this ad hoc committee would serve for one year with the option of renewal up to a maximum of three years and would assist the President and their local advisory committee as requested or needed. This committee would provide logistic support and/or advice based on previous experience. A motion to form a Symposium Organizing Committee was presented and passed.

### **Symposium Frequency and Format**

The Board discussed the merits of in-person, online, and hybrid formats for the Symposium. Factors such as continuity, engagement, cost, carbon-footprint, current by-laws, and technology were considered. Board decided to poll the membership about their preference for Symposium format and frequency and present the results of the poll to members at the Plenary Meeting at the Cartagena Symposium

### **Fundraising Officer**

A motion to renew the Fundraising Officer position for 2022-2023 was presented and passed.

### **Student Committee**

The Board expressed support of the Student Committee's request to establish a mentorship program for new attendees at the Symposium.

### **ISTS Support for a telemetry database**

The Board discussed logistics of establishing and supporting a satellite telemetry database. Points of discussion included the need for data sharing agreements, technical requirements of operating the database, database management, and how this resource would link to or be distinguished from existing databases. The Board requested additional details from the submitter.

### **ISTS Small Grants**

The Small Grants Committee selected three proposals for funding in the 2020-2021 cycle. The Board discussed how to enhance the visibility of the Small Grants program by advertising it on the ISTS website and at the Symposium and by highlighting the funded projects to prospective donors. The Board discussed the benefits of establishing a separate Innovation Award to promote development of technologies and techniques that contribute to sea turtle management and conservation.

### **Symposium Proceedings**

The Board agreed that the backlog of Symposium Proceedings needs to be addressed and these documents need to be published in a timely manner.

### **IT Liaison Report and position renewal**

The IT Liaison's report was presented and approved. A motion to discontinue the IT Liaison position due to changing needs of the Society was presented and approved. A second motion was made to create a Director of IT position that will be renewed annually with compensation determined on an annual basis; this motion passed. A third motion was made to appoint Paul Whittock as the ISTS Director of IT; this motion passed.

### **Nominations Committee**

The Board discussed the challenges in finding candidates to fill the role of President, and recommended that the Nominations Committee Chair should reach out to Travel Chairs

regarding potential nominees, Board members should play an active role in identifying potential nominees, social media should be used to encourage participation in the Society, and Student Committee mentorship should include information about the Society and opportunities for leadership. A motion to accept the Nominations Committee Report was presented and passed.

### **ISTS Business Strategy**

A motion to hire a professional facilitator to lead a business strategy planning session at the 2023 Board Retreat was presented and approved.

### **Society offerings**

The Board discussed potential services or opportunities that the Society could offer members. Ideas included online courses or webinars, certifications, and recognition of expertise.

**Board members in attendance:** *Diego Amorocho, Kellie Pendoley, Nicholas Blume, Richard Reina (online, partial attendance), Manjula Tiwari, Steve Dunbar, Andres Estrades, Sandra Hochscheid, Daniela Freggi, Andrea Phillott, Amanda Southwood Williard, Marco Garcia (online, partial attendance)*  
*Observers (online): Terry Meyer, Paul Whittock, Aliko Panagopoulou*