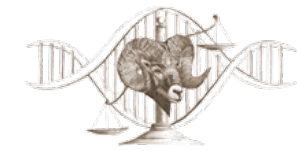


SOCIETY FOR WILDLIFE FORENSIC SCIENCE



SOCIETY FOR WILDLIFE FORENSIC SCIENCE (SWFS) BOARD OF DIRECTORS MEETING

Minutes of meeting held May 19, Zoom teleconference 9:00 am to 10:50 am MST

Item	Details	Action
1. Welcome	Present: Tasha Bauman (TB), Kim Frazier (KF), Ed Espinoza (EE), Daniel Xu (DX), Rob Ogden (RO), Kathy Moore (KM), Rebecca Johnson (RJ), Dee Dee Hawk (DH), Brian Hamlin (BH), Nadja Morf (NM) Apologies: Antoinette Kotze (AK), Frankie Sitam (FS)	
2. Accept minutes from the last meeting	<i>TB: motioned to accept the minutes from previous meeting</i> <i>KF: seconded, everyone in favor</i>	
3. Action points from previous meeting	Refer to items #4-14	
4. Treasurer's Report	See report sent out from DH on May 19 th (DH will change name for the membership records) TB: commissioner license sold for 18'000\$ <i>TB: motioned to accept Treasurer's Report (March-May 21)</i> <i>EE: seconded, everyone in favor</i>	DH: send out treasurer's report for next meeting
5. TWG	KF: Draft for SWFS Standards and Guidelines for Wildlife Forensic Analysis is ready and will be published	NM: will "find someone" for translation to German
6. Membership	RJ: due to website changeover 119 members are free subscribers at the moment <i>RJ: motioned to send an email to all free subscribers and ask if they want a renewal of their SWFS membership (without paying the owing fees, answer required within 3 month).</i> <i>KF: seconded, everyone in favor</i> SC: already has a draft for such an email RJ: suggests to give members a free membership for one year (due to COVID) <i>DH: motioned to give all members a free membership year</i> <i>EE: seconded, everyone in favor</i> TB: suggests to combine these two info (renewal and free year) in one email TB: wants to make sure that regular members do get the payment reminder email, RJ suggests to do renewal-email test with board members	TB/RJ: send out info mail RJ: send out test mails



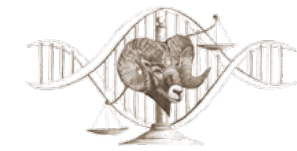
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7. Proficiency	<p>BH: encountered some reporting irregularities in the mammal PT (deer species)</p> <p>BH: still working on Charter, including scenarios present during last PT</p> <p>EE: put together a document about the application and process for a COSE permit, see COSE_Guidelines_DV sent out from EE on May 18th</p> <p>EE: is writing a manuscript about wood interpretation guidelines, he plans to publish it in A&E, as soon as it is published, he will work on a wood PT</p>	<p>BH: will continue to work on the Charter</p> <p>TB: will put it on website</p> <p>EE: will continue to develop a wood-id-proficiency scheme</p>
8. FSI Animals and Environments	<p>TB: hard work to find adequate reviewers, all articles are now with reviewers</p> <p>TB: talked with Rob (Journal): 10-12% discount possible, costs: long article \$1700 , short article \$750</p> <p>TB: sponsoring of articles: open questions, about the process in general and payment details, influence of SWFS on decision if accepted or not</p>	<p>ALL: think about process, and send questions to TB</p>
9. SWFS meeting 2022	TB: AK will meet with the venue in August, until then no flyer update	
10. SWFS by-laws	<p>TB: presented paragraphs to get feedback from board members</p> <p>TB: some open questions regarding working groups (WG), KF will work together with TB on these paragraphs</p>	<p>TB: incorporates feedback</p> <p>TB/KF: will work on WG related paragraphs</p>
11. SWFS Webinar Series	TB: has a meeting on May 20 th	<p>RO: arrange/ask for possible presentations from CITES</p> <p>RO: find out if interviews conducted by LW (for master course) can be used for this</p>
12. Board Members	<p>TB: two Board Position nominees: Dr. Sherryn Ciavaglia and Prof. Gila Kahila Bar-Gal</p> <p>TB: one President-Elect nominee: Dr. Rebecca Johnson (see document sent out from TB on May 19th)</p> <p><i>KF: motioned to make Dr. Sherryn Ciavaglia the Director of Membership and Outreach, Prof. Gila Kahila Bar-Gal the Director of Policy and Partnership and Dr. Rebecca Johnson to the President-Elect</i></p> <p><i>DH: seconded, everyone in favor</i></p> <p>KM: offers to still proof read documents, even though she won't be a director of the board anymore</p>	<p>TB: send out letters to new board members</p>



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13. Any other business (AOB)	<p>SWFS website</p> <p>TB: Regarding the SWFS website: RO talked to John (current webmaster), John still wants to have us as clients, but he is very busy, and needs notice beforehand to schedule us in. TB set a fixed time for security updates (every two months) and news article review and publication (Second week of March and September).</p> <p>TB: we should think about getting a new webmaster, and the requirements such a webmaster should meet. TB is collecting such requirements already</p> <p>BH: asked to simplify the process to access the emails of all members</p> <p>1st International Virtual Meeting of Forensic Animal Sciences</p> <p>TB: TB got ask from Víctor González to give an opening talk about SWFS</p>	<p>ALL: think about requirements a new webmaster should meet, and send them to TB</p> <p>TB: send out info to members regarding this meeting</p>
14. Date of next meeting		<p>TB: will send out a doodle poll to set a date in July</p>
15. End of meeting	TB: adjourned meeting at 10:50 am MST	