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MINUTES OF THE 2004 WILDLIFE DISEASE ASSOCIATION COUNCIL MEETING

29 August 2004

The annual Wildlife Disease Association (WDA) Council meeting was held in conjunction with the Association conference in San Diego, California. The Council meeting was called to order by President T. Mörner at 11:15 AM. Council members in attendance were P. Barrows, S. Wright, M. Wild, E. Williams, S. Gibbs, M. Ziccardi, P. Nol, J. Fischer, M. Drew, H. Schwantje, T. Cornish, W. Karesh, D. Jessup, E. Ågren, and T. Portas, and executive manager E. Addison. Guest attendees included C. Jardine, L. Measures, S. Samuelson, L. Skerrett, B. Hartup, T. Thorne, D. Forrester, C. van Riper, R. McLean, S. Tessaro, D. Goldner, T. Rocke, and C. Gillin.

Introductory Remarks

T. Mörner thanked the Organizing Committee including J. Mazet, J. Zuba and others, as well as S. Wright and E. Addison from WDA Council. T. Mörner also recognized departing Council members J. Fischer, M. Drew, and S. Gibbs for their work. J. Gaydos, M. Peterson, and C. Jardine are the new members of Council that will rotate on following this conference.

Approval of Minutes

- **Motion [Williams/Fischer]: Approve minutes of the 29 March 2004 conference call.** Passed unanimously.

Officers' Reports

Treasurer's Report and Budget

E. Addison presented the Treasurer's report that was submitted in writing by C. Quist.

2003 Final Financial Report. A motion [Schwantje/Wright] was made that the 2003 year end financial report for the WDA as provided by Mize Hauser and Company and including total revenue of $272,690, total expenses of $175,091, net revenue of $97,599, and total current assets of $586,495.85 as of 31 December 2003 be accepted as presented. P. Barrows pointed out that figures on revenue seemed low based on figures that he had for renewals. The reason for this could be because that a high number of the institutional memberships for the 2003 year were paid and credited in 2002. E. Addison will consult with Treasurer C. Quist and report back to Council. The upcoming partial audit should also clarify the issue. Therefore, the motion was withdrawn [Schwantje] from consideration at this time. [Note: It was later confirmed that a high proportion of year 2003 institutional memberships were paid in late 2002 and that a low proportion of 2004 memberships were paid and credited to 2003 and that revenue from institutional memberships was correct as reported.]

2004 Interim Financial Report. A hardcopy handout of the report from Mize Hauser and Company was presented to Council in addition to the proposed budget. There is some discrepancy between the two documents because these are dynamic figures and the budget includes expenditures since 30 June 2004 that the Mize Hauser report does not. Currently, over halfway into our fiscal/calendar year of 2004, the Association remains financially stable. Assets as of 30 June 2004 were $684,671.78 and were distributed in a checking account ($215,118.90) and certificates of deposit ($101,294.75) at the Douglas County Bank, in Lawrence, Kansas, and at Buttonwood Partners in Madison, Wisconsin ($368,258.13), distributed between cash and cash equivalents ($68,813.81) and securities ($299,258.13). Due to the continuing flow of revenue and expenses, the current total assets had decreased to $622,556 as of August 18, 2004.

An overview of the significant income and expenditures was provided by E. Addison. Income from membership has increased from previous years, although institutional membership is down about 10% since the fee increase in 2003. Production of the *Journal* is a significant expense, with a total average cost per issue this year of $100,241.79, averaging about $105 per page published. An advance of $5,000 was provided to the planning committee for the 2005 conference and an additional $5,000 is available as needed. The 2003 meeting in Saskatoon realized a $13,713 profit, excluding auction earnings.

Auction funds were accounted for separately from other funds and some transfers were made to clarify that the funds are separate. Total revenue from auctions since 1989 is roughly $71,000 and includes $5,294 raised at the 2003 auction.

Assets of the Carlton M. Herman Founder's Fund were $26,587 as of 31 July 2004. Assets are held in the Buttonwood portfolio under the

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American Washington Mutual Investors mutual fund account.

The contract with Buttonwood is up for renewal. Buttonwood has revised some of the contract's terms, for example a change from the fixed discount to a 50% discount. Consultants suggest that Buttonwood's offer is fiscally sound.

- **Motion [Drew/Fischer]: That President T. Mörner sign a new investment services contract with Buttonwood Partners, Inc., of Madison, Wisconsin, whereby the Association agrees to pay a standard fee of 0.7% of assets/year paid quarterly, plus transaction, custodial, and servicing costs, and that Council extend a thanks of the Association to Allen Jacobson, President of Buttonwood, for his offer of a 50% discount to the Association in this standard fee.** Passed unanimously.

2005 Proposed Interim Budget. A conservative approach to budgeting, executive manager costs, and increased production costs of the *Journal* associated with anticipated production of an additional "catch-up" *Journal* issue contributed to the resultant deficit budget. Bank charges currently noted are high and will decrease. Council will vote on the interim budget at the end of the meeting when other expenses have been discussed.

President's Report

President T. Mörner provided a written report. Highlights of the report included a summary of communications that the President has had, which included two conference calls with Council. He concluded that it has not been a problem or inconvenience for the President to be in Europe and the Officers of WDA and the Executive Manager in North America. The Executive Manager has also contributed greatly to the successful functioning of Council. The President attended the Annual Meeting of the Middle East and African Section in Pretoria, South Africa, in December 2003 and the Annual Meeting of Australasian Section in Kinchega National Park in Australia in July 2004. He reported that this participation by an Officer has been very beneficial for the WDA as well as for the sections. Other accomplishments include agreements with Allen Marketing and Management (AM&M) for online services and with HighWire Press for online publishing, passage of amendments to the Constitution, work towards amendments of the Bylaws, and initiation of work to update the committee guidelines.

Vice President's Time and Place Committee Report

S. Wright introduced L. Skerrett, chair of the organizing committee for the 2005 conference. L. Skerrett reported that organization is going well with participation of Australian and North American committee members. Current effort is focused on advertising the conference. A brochure has been produced and included in this year's conference material and L. Skerrett will give a presentation at the banquet. The title of the conference is *Wildlife health in a shrinking world: Ecology, management and conservation.* Conference dates are 26 June through 1 July 2005 at Cairn's Colonial Club Resort. Registration will be about $375 Australian (about $US260) and rooms about $120 Australian (about $US84), with other facility options available. The Rainforest Cooperative Research Center is currently a conference sponsor and organizers are working with E. Addison to begin seeking additional sponsorship. Timeline is: call for abstracts will begin 30 September 2004; deadline for abstract submission 31 January, for early registration 28 February, and for regular registration 30 May 2005.

S. Wright provided an update for the 2006 conference planned for New England. H. Van Kruiningen from the University of Connecticut is interested in hosting the conference. The venue will return to a more traditional WDA conference on a college campus.

Secretary's Report

M. Wild provided a written report and added results of the vote on Constitutional revisions. Of 220 ballots received, 193 voted yes to all revisions; other ballots included at least one "no" vote. Only one item (#9) received greater than 10 "no" votes with 13. T. Mörner confirmed therefore that the revisions had passed. Highlights of the written report included that ballots for the recent Council election and for proposed constitutional changes were prepared in a timely fashion and allowed over the minimum 90 days for membership response for proposed constitutional revisions. The Teller Committee received 139 ballots for the election of council members. The Secretary also oversaw voting for the Distinguished Service Award and Emeritus Award and prepared minutes from two conference calls (November 2003, March 2004, electronic votes) in which the following motions were passed:

- Motion (Quist/Mörner): Accept the proposed 2004 budget. Passed unanimously.
- Motion (Barrows/Converse): As a result of the success of the 2003 WDA dues increases, the 2004 dues be maintained at 2003 levels. Passed unanimously.

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- Motion (Gibbs/Wild): Increase the award amount for the student research award from $US1,000 to up to $US2,000 to cover travel, housing, registration, and meals (with receipts submitted to WDA) for attendance at the annual WDA Conference. Passed unanimously.
- Motion (Karesh/Jessup): Approve the Treasurer to pay for Executive Manager expenses in 2003 that are consistent with amounts projected for 2004. Passed unanimously.
- Motion (Jessup/Barrows): Approve the expenditure of approximately $1,000 for developing the new WDA brochure as a one time cost and the cost of shipping of brochures to New Zealand. Passed unanimously.
- Motion (Quist/Wright): WDA purchase $1,000,000 in Director's and Officer's liability insurance from Aon. Passed unanimously.
- Motion (Mörner/Schwantje): WDA accept the new business contract with Allen Marketing and Management as presented to the WDA. Passed unanimously.
- Motion (Jessup/Wright): WDA enter into agreement with Allen Marketing and Management for online services at $5,000, $6,000, and $7,000 fees for the years 2004, 2005, and 2006, respectively. Passed unanimously.
- Motion (Quist/Ziccardi): The costs of side meetings (other than the editorial board and the Council meetings) at the Annual Meeting of the WDA be borne by the group having the side meeting unless otherwise agreed upon by WDA Council prior to the meeting. Passed unanimously.
- Motion (Wild/Wright): Accept minutes of the 2003 WDA Council Meeting, WDA Business Meeting, and Brainstorming Session. Passed unanimously.
- Motion (Wright/Converse): Accept minutes of the 18 November 2003 conference call of WDA council. Passed unanimously.
- Motion (Wright/Converse): Authorize E. Williams to send a set of *Journals* to HighWire Press to facilitate them being put into pdf for online access. Passed unanimously.
- Motion (Wild/Wright): Support that proposed amendments to the WDA constitution be sent to membership for vote as soon as possible. Passed unanimously.
- Motion (Wild/Schwantje): That the WDA provide up to $1,500 in financial support for each geographic section chair to travel to the annual WDA conference in 2004. Passed unanimously.
- Motion (Mörner/Wright): That the WDA provide up to $1,500 to each of our geographic sections to be taken from the auction funds to be used to support student attendance and participation at the 2004 annual conference with the award process being determined by the section. Passed unanimously.
- Motion (Wild/Nol): That the WDA provide $1,500 in financial support for President Torsten Mörner to represent the WDA at the 2004 annual meeting of the Australasian WDA Section. Passed unanimously.
- Motion (Mörner/Wild): That changes in membership fees of the Wildlife Disease Association be determined by operational needs rather than by changes in the annual cost of living index. Passed unanimously.
- Motion (Mörner/Wild): This motion directs that the Carlton M. Herman Founder's Fund and encouragement to make contributions to it be prominently displayed on the WDA Web page and that, given that space is limited in the WDA brochure and that the Web address of the WDA Web page is profiled on the membership brochure, the parts of the prior motion of 1996 directing that this information be on the WDA brochure be rescinded. Passed unanimously.
- Motion (Mörner/Wild): That Council approve the reallocation of $1,954.20 from auction revenues to the Carlton M. Herman Founder's Fund in keeping with a prior commitment made in 1996 and that, for the time being, that auction funds no longer be contributed to the Herman Founder's Fund pending Council's reevaluation of the distribution of the WDA auction funds. Passed unanimously.
- Motion (Mörner/Wild): That, when requested by the local arrangements committee chair, the WDA provide financing from the general account to cover expenditures in advance of receipt of revenues for a meeting and that the allocation of funds be in accordance with Bylaws and follow the submission, and approval by Council, of a preliminary meeting budget. Passed unanimously.
- Motion (Mörner/Wild): That Council approve the preliminary budget and authorize a prepayment of up to $US10,000 to the organizing committee of the 2005 international meeting in Cairns, Australia, to cover preliminary costs of the meeting. Passed unanimously.
- Motion (Quist/Mörner): That the WDA engage Mize Hauser and Company to complete a partial audit of the financial procedures and transactions of the Wildlife Disease Association as per a draft agreement between the Treasurer and Mize Hauser for a sum estimated to not exceed $1,750. Passed unanimously.

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Editor's Report

E. Williams provided the Editor's report. The report covered the period between 1 July 2003 and 30 June 2004 and summarized the editing and publishing of the 2004 volume (number 40, issues numbers 1–4) of the *Journal of Wildlife Diseases* (JWD). In the four issues of the 2003 JWD there are approximately 55 full length manuscripts, 62 short communications, six book review, three sets of meeting minutes, one correction, one set of instructions for authors, and author and subject indices. Approximately 900 pages will be printed in this volume. This year more short communications were published than in the last few years.

Manuscripts have been received from 40 countries. Manuscripts from 21 countries will be published in the 2004 volume of the JWD. This demonstrates continued interest in the *Journal* by the international community and is a strength of the *Journal* that should be encouraged. Use of electronic submission and review appears to facilitate international participation and electronic access may increase international interest in the *Journal.*

The number of new manuscripts received by the editor's office for 1 July 2003–30 June 2004 was 182. Fifty-seven manuscripts were rejected, 40 are with authors for revisions, 64 are in press, and 27 are still in the review process. Thirty-two manuscripts received prior to 1 July 2003 are still with the authors in revision. Fifty-one percent of manuscripts received this year so far were accepted. The mean time from receipt of a manuscript to its appearance in the *Journal* for papers that appeared in Volume 40 was (or will be) about 13 mo (range 6–37 mo). As requested last year, the job of copy editing has been assumed by Allen Press. This has been helpful to the editor's office but did not result in saving as much time as anticipated. Printing and mailing of the *Journal* this year has been late but hopefully future issues will be more timely with the help of D. Forrester and E. Addison, who will be assisting in final editing of some manuscripts.

The Assistant Editors (C. Atkinson, K. Frölich, E. Howerth, T. Kreeger, S. Little, S. McMurry, M. Miller, L. Measures, V. Nettles, M. Pybus, C. Rupprecht, and D. Stallknecht) have done an excellent job for the *Journal* this year and it would be impossible to produce the *Journal* without their valuable assistance and hard work. Past-editor Danny Pence handled the review process on several manuscripts. We have two new assistant editors for the *Journal*: M. Samuel and M. Yabsley. S. Little has stepped down as an Assistant Editor and we are very grateful for her contributions and hard work over the years. There were 187 external reviewers; the quality of the *Journal* depends on a careful and thoughtful review process.

Electronic submission and review of manuscripts through the Editorial Office is generally working smoothly. Submission of figures in various formats and very large file size remains a considerable challenge. Handling manuscripts electronically appears to be helping to keep the manuscript review process on track. Review time from 1 July 2002 to 30 June 2003 was 3.6 mo and from 1 July 2003 to 30 June 2004 was 3.3 mo. At the direction of the Editorial Board and the Council in 2003, a committee appointed by President T. Mörner including E. Williams, M. Yabsley, C. van Riper, P. Nol, C. Quist, M. Ziccardi, and E. Addison proceeded to explore online access to the JWD. A letter of agreement was signed with HighWire Press to develop our site. A mock-up of the site was available for examination at the end of July and we intend to get the site online by the end of September 2004. In addition, we are entering into an agreement with HighWire Press and Google to convert the entire JWD run into electronic files and make them available online. This will result in significant savings to the WDA over costs if we had done this on our own. This project will probably take approximately 6 mo for completion.

E. Williams expressed her gratitude as editor for the efforts of the Assistant Editors; the external reviewers; the authors submitting the results of their hard work to the *Journal*; C. Quist, Treasurer and Book Review Editor; M. Wild, Secretary; E. Addison, Executive Manager; members of the JWD Editorial Board; and the WDA Council. She specially thanked Editorial Assistant L. Smithson, University of Wyoming, for her hard work and dedication to the *Journal,* K. Ridgeway and S. Starr at Allen Press, and T. Thorne (free copy editor, proofreader, and overall supporter).

E. Williams also provided highlights from the Editorial Board meeting held earlier in the day. A summary of motions of the Editorial Board:

- **Motion [van Riper/Botzler]: The Editor should ask Council for up to $6,000 for the remainder of 2004 to support efforts to get the JWD back up to date.** Passed unanimously.
- Motion [Botzler/Miller]: Impose a closure on online availability of the *Journal* to nonmembers for 18 months following publication. Passed.
- Motion [Thorne/Miller]: That the editor have authority to waive publication charges under exceptional circumstances for WDA

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members when deemed appropriate but not to exceed $5,000/yr. Passed unanimously.

Council discussed these recommendations from the Editorial Board beginning with the request for editorial assistance. The proposed funds would go toward editorial assistance and professional assistance. In the 2005 budget, an additional $7,000 is included; however, more may still need to be supplemented.

- **Motion [Jessup/Ziccardi]: Allocate up to $6000 for expenditure in 2004 to get the JWD back up to date.** Pass unanimously.

Online publishing will be available near the end of September. A mock-up of the site is available during the conference week for review. There will be open access to the site for the first 2 mo, then access will be blacked out to nonmembers for a period of time after *Journal* publication that needs to be determined by Council. Allen Press will be placing pfds of articles published since 2000 on the site and through partnering with Google and HighWire Press archival material will also be placed online. The pdfs will remain WDA property. Discussion on the blackout period varied from never allowing access to nonmembers, to full access by all. The major concern was that because membership is closely tied to *Journal* access, any change in access will affect membership and therefore revenues. While an initial 2-yr blackout period was supported by some as more conservative, an 18-mo period was finally agreed upon.

- **Motion [Gibbs/Schwantje]: Impose a closure to the free online availability of the JWD to nonmembers for 18 mo following publication.** Passed unanimously.

The Editor has received requests for waiver of page charges and would like direction on how to address these requests, particularly from students in foreign countries that are in financial hardship. There was support for waiving charges but a concern regarding lost revenue. The waiver will not be advertised but a note may be placed on the article submission form that if exceptional circumstances apply, the author should contact the editor. The Council should also pursue donors that may be able to pay the page charges.

- **Motion [Jessup/Cornish]: Accept Editorial Board recommendation that the Editor be given discretionary authority to accept good-quality science papers without page charges when there are exceptional circumstances requiring need, at a cost not to exceed $5,000/yr.** Passed unanimously.

Supplement Editor's Report

P. Nol reported that cost of the Supplement was $1,516 and $1,367 for the October 2003 and January 2004 issue, respectively. All issues of the Supplement will be on the Web site soon. Due to delays in printing, time-sensitive material should be placed on the Web site rather than in the Supplement. Also, because she will begin adhering to the 16-page limit, large contributions may need to be placed only on the Web site. Advertisements have not been pursued and may actually be more applicable to the Web site. It would be helpful to know how many individuals the hard copy and Web site reach prior to pursuing advertising.

The Education Committee has been addressing how to handle educational aids and how to secure educational material online to restrict unauthorized use. P. Nol recommended that the Information Committee incorporate the Education Committee and become one. This recommendation will be placed in committee guidelines and will also need to be addressed in the Bylaws.

Web Editor's Report

M. Ziccardi reported to Council that the new Web site became active on the NBII node as of 29 September 2003, with great help from K. Cleary at the National Wildlife Health Center (NWHC). In mid-May it became apparent that individuals outside the USA were unable to access the site. After months of investigation, it appears as though the NBII node cannot allow access to international members. Therefore, M. Ziccardi recommended moving the site to a commercial server at a cost of about $100/yr. Council supported this decision. He will also be contacting Committee chairs to get more information for posting on the Web site.

Past-President's Report

P. Barrows reported that H. Hodgen expressed appreciation for WDA participation and support of the International Wildlife Society meeting in Christchurch last year. There will also be a wildlife disease session at this year's conference of the Wildlife Society.

Executive Manager's Report

E. Addison reported that since September 2003, he has worked approximately two-thirds of full time on business of the WDA. Consulting fees and operating expenses for 2003 were $5,000 and $3,807, respectively, and for 2004 to 31 July were $18,000 and $2,559, respectively. With the amount of work to be done, it is likely that the full $30,000 budgeted for con-

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sulting fees in 2004 will be spent. However, perhaps no more than $10,000 of the $25,000 allocated for operating expenses in 2004 will be spent.

E. Addison has been working most closely with Officers of Council and with S. Starr, business manager representative with AM&M. During the past year, work has involved a wide variety of Association activities. The majority of work has been on development of a new promotional brochure; preparing drafts of the Constitution and Bylaws; working with our past Council records to gain an understanding of what has worked well for us, what has not worked well, and what commitments we have made as a result of actions of past Councils; and initiating a concerted effort to 'recapture' our past through development of a WDA archives. To date little time has been spent in assisting the Editor of the *Journal of Wildlife Diseases* and in promoting increased membership in the WDA. He also commended Council for the decision to assign the executive manager duties that assist Council but that allow Council to retain decision-making authority.

Committee Reports

Awards

J. Fischer reported that there were several excellent candidates nominated for the Distinguished Service Award and Emeritus Award this year. He asked Council for input on the practice of automatic renomination of individuals who do not receive the awards. Currently, if nominees are not selected, automatic renomination occurs; however, this process will be reviewed, with new recommendations included in the committee guidelines. J. Fischer also asked for Council's concurrence that the names of runners-up for the awards not be made public.

Nominations

In a written document, M. Pybus reported that the committee is reviewing the annual timing and deadlines for activities of the committee. Primary issues/concerns were associated with timing of when the Nominating Committee and its Chair are struck; integrating nominations deadlines into mailing schedules for the Supplement; and the current requirement to provide members with notice of a tentative slate prior to actual voting. These items should be addressed in the committee guidelines. For the 2004 elections, the Committee provided a slate of four and two candidates for the two positions as Member-at-Large and for Student Member of Council, respectively.

Student Activity Committee

S. Gibbs reported on accomplishments including drafting formal details of WDA student chapter guidelines and working toward inclusion of "areas of research interest" in the membership directory. S. Gibbs expressed her gratitude to Council for participation as a student member of Council.

Student Awards Committee

T. Work reported that this was the first year where the expanded committee of 11 members evaluated applications and this allowed for a more representative assessment of applicants. The committee received three applications each for the research and scholarship awards (from USA, Canada, and Europe). Winners were J. Brown and E. Jenkins for the Scholarship Award and Research Award, respectively.

Promotions Committee

In a written document, K. Converse reported that WDA brochures and posters are available for promoting the Association. The committee plans to purchase a display panel and is also exploring development of a digitized CD of WDA people, meetings and activities that can be used with a laptop to promote the Association at meetings.

Public Awareness Committee

M. Drew and the Committee have compiled a list of all WDA resolutions. One new resolution, Feral Cats in the USA, was reviewed and submitted to the WDA President.

New Editor Search Committee

E. Williams presented the report for chair T. Yuill. An announcement for the editor's position is on the Web site and the Committee is actively recruiting candidates. The Committee will begin evaluating candidates on about 1 September. The plan for transition is to have the new Editor on by mid-2005 to work with the current Editor and then to take over full responsibilities in January 2006.

Section Reports

European Section

T. Mörner reported that the Sixth European Session will be held the week following this meeting in Uppsala, Sweden.

Nordic Section

E. Ågren reported that the Nordic Section meets biennially and holds a board meeting the

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alternating year at the European Section of WDA. An updated home page for the Nordic Section has been produced, with a link from the WDA home page.

Australasian Section

T. Portas reported that of 110 members of the Section, only 15 are also members of the WDA parent body. The Section is working to address and remedy this discrepancy. The Section has also initiated an annual award to honor the memory of Barry Laing Munday, a Distinguished Service Award recipient of the WDA parent body and founding member of the Australasian Section who passed away in May 2003. T. Portas thanked Council for funding T. Mörner's attendance at the Section meeting this year. T. Mörner added that the meeting was of high quality and that he found that the Section was very supportive of WDA.

Wildlife Veterinarians Section

D. Jessup reported that outreach had led to a doubling of membership in the American Association of Wildlife Veterinarians (AAWV). AAWV has continued discussion of potential future affiliations and has sent the issue to membership for vote.

Carlton Herman Fund

A. Fairbrother submitted a written report. The Carlton Herman Founder's Fund continues to be strong financially, providing the means to attract speakers to WDA meetings to address the topic of effects of diseases on wildlife populations. Following a resolution by the WDA Council, $1,954.20 was transferred to the Herman Fund account. This sum represents 5% of the WDA auction proceeds from 1996 through the 2003 auction, in keeping with a previous motion to make such donations. This brings the balance of the Carlton Herman Founder's Fund to $25,000, as was approved by Council in 1999.

Old Business

Membership Categories

With the constitutional revision, Council now has the ability to make decisions regarding membership categories. The retired member category was addressed first. Seven people have been retired members for a long period; one more was provisionally added this year. Due to cost to the WDA and ambiguities in the definition, a motion was made (Jessup/Drew) to abolish the category of retired member and to send current members of that category a letter and suggest that they become associate members. Following discussion, D. Jessup withdrew the motion in lieu of an alternative.

- **Motion [Fischer/Barrows]: Move to abolish the category of retired members, but acknowledge that current retired members be grandfathered in and given privileges of regular membership.** Passed unanimously.

The Executive Manager will contact retired members, as well as emeritus members, to ensure that they still desire to receive the JWD.

E. Addison provided a list of other proposed membership category definitions for discussion.

- **Motion [Schwantje/Drew]: Accept the proposed definitions of membership categories for the purpose of discussion.** Passed unanimously.

Council discussed the regular, student, and associate member categories and agreed on the following definitions:

Regular Member—Regular members shall have the right to vote, to stand for elected office, to receive the JWD, the Supplement to the *Journal,* access to all material available to members on the Association Web site and all discounts for registration at annual meetings, for publication page charges, and other privileges as determined by the WDA Council.

Student Member—Student members must be enrolled in an undergraduate or graduate student program at least half time. Student members must obtain their academic supervisor's signature designating their student status and submit that annually when paying dues. Student members shall have all the rights and privileges of regular members at a reduced membership fee as determined by Council.

Associate Member—Associate members are those who wish to remain members of the Association for a reduced fee as determined by Council. Associate members shall have the right to vote and the right to stand for elected office. They will receive the Supplement to the JWD but not the *Journal* itself. Associate members will also have access to the membership directory and receive access to material on the Association's Web site as is determined by Council. Associate members will not receive discounts accorded to other types of memberships.

Emeritus Member—Emeritus membership is an honorary category. Emeritus members are retired members who in the opinion of Council have contributed significantly to the

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study of wildlife diseases and who are recipients of the WDA Emeritus Award. Emeritus members receive all the rights and privileges of regular members without further payment of dues.

- **Motion [Jessup/Drew]: Accept the proposed definitions for regular, associate, student, and emeritus as revised and table the discussion on sustaining/institutional members.**

Passed unanimously.

Fees

In 2004 fees were not increased and it is suggested that the 2005 annual fee remain at $85, $40, and $250 for regular, student, and institutional memberships, respectively. The 2006 dues will need to be determined during Council's November conference call so that the figures will be available for publication in June 2005.

- **Motion [Fischer/Nol]: Leave membership fees unchanged for 2005.** Passed unanimously.

New Business

Bylaws

T. Mörner thanked E. Addison, T. Rocke, and others for drafting proposed revisions to the Bylaws. Council will have 2 mo to look through the draft and submit comments to E. Addison. E. Addison will compile comments and prepare a final revision for review by Council.

Funding and Support of JWD Editor

Council emphasized the importance of providing funding to the JWD Editor.

- **Motion [Wild/Schwantje]: That, as long as sufficient funds are available and upon request from the Editor of the JWD, the WDA pay the costs for the Editor to attend the annual meeting of the Association, including the international meetings, and that in years of transition between editors, that the costs for sending one editor to the meeting be shared between the two Editors.** Passed unanimously.

In addition to funding travel to the annual conference, Council intends that in the future the JWD Editor will be paid an annual fee. The amount of funding and specifics of how it can be used (flexibility is supported) will need to be determined. This funding should be a new line item in the budget but is not currently included in the 2005 budget.

- **Motion [Jessup/Nol]: That, as long as sufficient funds are available and upon request from the Editor, the Editor of the JWD will be remunerated as determined by Council.** Passed unanimously.

Soliciting Funding to Support Annual Meetings

At the request of T. Mörner, D. Jessup provided a written report suggesting how WDA may solicit funding to support annual meetings. This has been done in the past, most notably for the South Africa meeting in 2001. This year a USDA Cooperative State Research, Education, and Extension Service (CSREES) grant provided funding for 45 student participants. D. Jessup emphasized that fund solicitation needs to be done properly and thoughtfully and must be done well in advance of the meeting. Due to the turnover in the Time and Place Committee, it would be better for this work to be conducted by another group, potentially an ad hoc committee led by the Executive Manager, to lend consistency to the endeavor. In addition to support for annual meetings, the group could also solicit funds for other uses consistent with our mission, for example, placing journals in a library.

- **Motion [Jessup/Fischer]: That WDA develop a strategy for solicitation of funds from various sources to support the objectives of the WDA. An ad hoc committee chaired by the Vice President and with active participation of the Executive Manager is recommended as a means to do this.** Passed unanimously.

Priorities for Travel Support for Section Chairs and Others

Rather than committing to ongoing expenditures when future financial soundness of the association is unknown, Council asked that the Budget and Audit Committee determine annual financial priorities and advise Council. The Executive Manager will be involved in this process. E. Addison will coordinate with the committee for a report to be provided during Council's November conference call.

Auction Fund

Treasurer C. Quist has seen that auction funds are separated from general funds, as required. E. Addison presented a written report summarizing various proposed uses of auction funds that have been placed in motions. In some past motions, Council has not been specific in designation of uses and has also iden-

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tified a wide variety of uses for these monies. We now need to target what is important and decide how we will decide when to use these funds. Because the auction account allows minimal transactions, Council needs to plan ahead so that a single transaction can be made per year. Outreach is an appropriate use of auction funds under our nonprofit status and we are spending approximately the same amount on student awards as the annual revenue from the auction. Therefore, this might be an ideal use of the funds. If this decision is made, we would need to acknowledge/advertise that student awards were supported by auction funds. This item will be forwarded to the Budget and Audit Committee and Council will receive advice from the committee during the November conference call.

- **Motion [Karesh/Jessup]: Cancel and invalidate all previous motions regarding the use of auction funds as of the end of this meeting.** Passed unanimously.

Develop New Funds for Donation

Members of the WDA sometimes wish to make donations to the Association for directed activities other than those covered by the fairly specific scope of the Carlton M. Herman Founder's Fund. Neither the 'general revenue fund' nor the Herman Fund is satisfactory to meet these members' interests. It has been suggested that new funds for donation, that address the mission of the WDA, be developed. These alternatives need to be kept relatively simple so not too many line items and/or specific uses are required. W. Karesh stated that he thinks we have the legal mechanism but we need to be sure that ethical concerns are met and that we can identify uses of the donations.

- **Motion [Barrows/Cornish]: That an ad hoc committee explore the establishment of a fund(s) that would be used to address and support the mission of WDA.** Passed unanimously.

Future Conference Sites

The International Association for Aquatic Animal Medicine has expressed interest in a joint meeting, perhaps in 2007. There is concern by Council that multiple joint and foreign conferences should be buffered with traditional venues as well. R. McLean suggested Fort Collins, Colorado, as a potential meeting site for 2007.

Development of Educational Aids

P. Nol reported that there is a slide set and educational programs that will be brought online.

Redistribution of Old Journals

Collections of the JWD may cease to be of use to members and the WDA is occasionally approached and offered these sets of the *Journal*. The WDA needs to have funds available to acquire and redistribute these journals. Further, membership needs to be made aware of this opportunity.

- **Motion [Nol/Wild]: That the Association cover shipping costs of up to $1,000 annually to receive and redistribute donations of back copies of the JWD, and that a list of potential recipients of donated journals be created and that management of this activity be coordinated by the executive manager.** Passed unanimously.

Ongoing Long-term Vision

Suggestions have been made that the WDA may benefit from an ad hoc committee that can look at the Association in a broad context and large scale. Council agreed with the principle of the suggestion, but noted that an ad hoc committee would not provide the continuity necessary for the task. Alternatives discussed included setting aside time for leadership to discuss vision rather than immediate business every few years at a Council meeting, identifying a mechanism to solicit input (e.g., a suggestion box), or tasking the past president, or if needed another past president, with leading a group focused on long-range vision.

- **Motion [Drew/Barrows]: Establish a long-term vision group and assign the responsibility for this task to a past president.** Passed unanimously.

Student Chapter Guidelines

S. Gibbs presented guidelines for establishing student chapters, including forms for requesting chapter status and for progress reports. Officers of student chapters should be members of WDA. Dues structure would be defined at the school and not through the WDA. Discussion of the items will be tabled until Council has had an opportunity to review the proposed documents.

Society for Conservation Biology Session

W. Karesh reported that the Society for Conservation Biology (SCB) session, *One World, One Health*, was a success and received excellent attendance. The session served an excellent capacity as outreach for the WDA.

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Storage of Archive Material

AM&M maintains back issues of the *Journal*, Supplement, directories, and some proceedings at the request of the WDA. The WDA pays on a per item basis for storage and pays a "fulfillment fee" for sending out the material. Due to electronic capabilities, this hardcopy inventory is not necessary or cost effective to maintain and should be limited. T. Rocke reported that the WDA previously provided AM&M a schedule and list of items to maintain and purge. Specifically, the WDA requested to maintain no more than 25 copies of *Journal* issues over 5 yr old. AM&M apparently has not purged all appropriate items and Council needs to follow up on this issue.

- **Motion [Drew/Jessup]: That WDA maintain in storage 25 issues of the JWD that are 5 years and older, 150 issues of the *Journal* from the past 5 years, and purge all back issues of the Supplement, directory, and Pacific Rim proceedings.** Passed unanimously.

Feral Cat Resolution

M. Drew reported for the ad hoc committee. Last year, a nine-person group drafted a resolution on feral cats that was presented to Council. Council asked for a revision of that resolution and the revision is presented for review. T. Mörner asked for more time for Council review and discussion and the item was tabled until the special Council meeting.

T. Mörner thanked all for their support. J. Fischer moved to adjourn and T. Cornish seconded. The motion carried and the meeting was adjourned at 6:00 PM.

Respectfully submitted,
Margaret A. Wild,
Secretary

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