

SW PARC
Conference Call
Wednesday, November 15, 2006

Participants

Ernie Garcia	Marc Maynard	Larry Jones
Priya Nanjappa Mitchell	Dale DeNardo	Cynthia Tait
Craig Ivanyi	Kim Field	Casey Burns
Matt Goode	Polly Conrad	
Randy Gray	Valerie Boyarski	

General Announcements

- ASDM is experiencing email problems which caused some confusion regarding receipt of notification for this call. Hopefully ASDM email will be up and running smoothly by Friday (11/17/06).

Summary of Previous Meeting

- Seeking broader representation from more SW states
- Need to compile contact list with affiliations for all SW PARC members
- Annual Meeting '07**
 - Location & Time
 - Albuquerque (nominated as possible site because of centralized location)
 - April / May
 - 2 – 3 day duration
 - Special consideration for → momentum, academic calendar, field season, fire season, herping options, costs, and venue availability
 - Funding
 - Infrastructure support
 - Organization budgets
 - Sponsors
 - Auctions, etc.
 - Theme
 - Mentioned as possible tactic to organize meeting and align speakers
 - Planning Committee
 - Need to establish formalized committee for planning the Annual Meeting
 - Future conference calls may be used to serve the needs of the Planning Committee

SW PARC – Annual Meeting '07

- Dates**
 - Considerations
 - Late May tends to be hot and windy, it was recommended that we focus on possibilities during early May.
 - Ernie Garcia unavailable May 10 – 17
 - Need more input regarding academic calendars
 - Nominated for review
 - May 3 – 5, 2007

SW PARC – Annual Meeting '07 (cont.)

- Need input from Tom Giermakowski regarding Albuquerque and possible venues
- Structure**
 - 3 days → allows for full or brief program
 - Full 3-day Program
 - Three full days (Thursday, Friday, Saturday) with field trip options on Sunday
 - Advantage(s)
 - ♦ Ample time for lots of speakers and workgroup/break-out sessions
 - Disadvantage(s)
 - ♦ May be difficult to plan a full program with the time we have
 - Brief 3-day Program
 - Half-day Thursday (or evening social only)
 - Full-day Friday
 - Half-day Saturday (with field trip options in the afternoon)
 - Advantage(s)
 - ♦ Easier to plan with the time we have
 - ♦ May be appropriate for “kick-off” meeting
 - Disadvantage(s)
 - ♦ Not much time for workgroup/break-out sessions
 - ♦ May feel “rushed” depending on content of mtg.
- Content**
 - “Kick-off” Meeting
 - Meant to motivate and inspire participation in SW PARC
 - Regional Issues/Priorities
 - SW PARC Business*
 - Electing Steering Committee
 - SW PARC regional/state structure
 - * *Discussion occurred regarding whether SW PARC business, such as electing a steering committee, should occur before the meeting or during the meeting. See notes under SW PARC Structure.*
- Planning Committee**
 - Volunteers include:

Valerie Boyarski	Andrew Holycross	Kary Schlick
Polly Conrad	Cristina Jones	Cynthia Tait
Dale DeNardo	Larry Jones	Bruce Taubert
Kim Field	Marc Maynard	Marty Tuegel
Randy Gray	Esther Nelson	Dale Turner
 - Need clearly defined roles and duties before most people are willing to commit
 - Future conference calls may be limited (although not necessarily exclusively) to the planning committee

SW PARC – The Entity

Structure → Top-Down Model

- Strong national program leads to establishment of strong regional programs which can lead to strong state programs
- Regional structure spreads responsibility and helps integrate strong representation from all area states

Structure → Steering Committee

- NE Region headed in this organizational direction
- 7 – 10 people and/or 2 reps from each state
 - Federal
 - NGO
 - University
 - Foundations, etc.
- Acts as an advisory board
 - Tracks work groups, committees
 - Reviews publications
 - Advances the goals and efforts of the organization between meetings
- Selection
 - Need to determine requirements for position(s)
 - Put out a call for nominations via email
 - ♦ Vote prior to Annual Mtg
 - OR*
 - ♦ Vote during Annual Mtg

Next Steps & Action Items

Ernie, Priya, Craig, Matt & Jeff Holms → conference call 11/17/06 @ 12noon PST

- Define draft roles of steering committee
- Define draft roles of planning committee
- Define purpose and structure of next conference call
- Potentially organize interaction with (participation of) co-chairs from other regions

All participants

- Update contact information
 - Disregard list sent with initial email, newer version to be sent asap
 - Send updates to Kenley (Kenley@desertmuseum.org or i.am.Kenley@gmail.com)
- “Vote” for Annual Meeting proposed dates: May 3 – 5, 2007
- Recommend topics and speakers for Annual Meeting