

MINUTES

Association for Conservation Information Board Meeting

ONLINE ● July 26, 2021 ● 8 a.m-10 p.m. MDT

ITEM NO. 1: Meeting Called to Order.

ITEM NO. 2: Roll Call.

- ✓ Jenifer Wisniewski (TN, President, Conference Co-Chair, Auction)
- ✓ Lance Cherry (NM, Vice President)
- ✓ Sara DiRienzo (WY, Secretary, Scholarships)
- ✓ Judy Stokes Weber (VT, Treasurer)
- ✓ Scott Ball (FL, Communications)
- ✓ Kay Ellerhoff (MT, Futures)
- ✓ Darrin Hill (OK, Board)
- ✓ Jason Harmon (TN, Board)
- ✓ Kyle Martens (NE, Board)
- ✓ Aaron Meier (NV, Awards)
- ✓ Kim Nix (AL, Immediate Past President)
- ✓ Alix Pedraza (SC, Board)
- ✓ Nadia Reimer (KS, Board)
- ✓ Ashley Sanchez (NV, Board)
- ✓ Craig Sanchez (NM, Board)

Unable to Attend:

- ✓ Tim Akimoff (OR, Board)
- ✓ Patricia Allen (AFWA, Board)
- ✓ Micah Holmes (OK, Ways & Means)

ITEM NO. 3: Approval of Minutes.

- June 2021 board meeting minutes attached
- **MOTION:** Lance Cherry moved to approve the June 2021 minutes. Craig Sanchez seconded. Motion passed.

ITEM NO. 4: Opening Remarks.

Presented by Jenifer Wisniewski, President

- It is the opening day of the ACI Conference like we've never experienced before.
- We've been doing conferences since 1938! And much of our struggles are still the same.

ITEM NO. 5: ACI multistate grant update.

Presented by Jenifer Wisniewski, President

- \$50,000 to 5 more states for r3 marketing
- DJ Case – social listening
 - Every agency would get a report every other week for 2022 from the social listening

ITEM NO. 6: Communications Report.

Presented by Scott Ball, Membership Communications Chair

- Report attached

ITEM NO. 7: Treasurer's Report.

Presented Judy Stokes Weber, Treasurer

- A very good year and in good fiscal shape.
- Whova is a one-time purchase just for this conference.
- Report attached.

ITEM NO. 8: 2021 ACI Conference Update.

Presented by Lance Cherry, Vice President

- 295 attendees to this year's conference.

ITEM NO. 9: Futures Conference Report.

Presented by Kay Ellerhoff, Future Conference Hosts Chair

- No updates since the last report.
- At the general meetings, Kay will review the upcoming conference sites.
- Kay had several suggestions for board candidates.

ITEM NO. 10: Awards Report.

Presented by Aaron Meier, Awards Co-Chair

- Working with Lance and Martin on the last parts of the award program,

ITEM NO. 11: Ways and Means Report.

Presented by Micah Holmes, Ways and Means Chair

ITEM NO. 12: New Business.

ITEM NO. 13: Adjournment.

Communications/Membership Report to ACI Members – July 1, 2020 – June 30, 2021
Scott Ball – July 28, 2021

Membership

As of 06/30/21, ACI has

- 48 Agency-level members, including...
 - 40 state agencies, representing 38 states
 - 1 federal agency
 - 7 NGOs
- 3 Sponsor-level members

Communications

- 583 subscribers to *The Balance Wheel* newsletter
- 636 Facebook likes
- 551 Facebook followers
- 79 Facebook posts



ASSOCIATION *for*
CONSERVATION
INFORMATION, INC.

Treasurer's Report Annual Meeting - July 2021

I am happy to report that in spite of the pandemic and the hardship states are faced with, support for ACI and its work remains strong. Our financial condition is good and we are happy to be able to present this year's conference virtually at no cost to participants. We start the new fiscal year with a balance of \$86,144.53 in our checking account and a \$25,000 CD on deposit. At this time no increase in dues or award fees is anticipated and 2022 membership and awards program invoices will be emailed the week following the conference.

Round-up of FY 2021:

Prepared and sent out 1099s to ACI's two contractors.

- Filed required annual reports in Wyoming where ACI was incorporated (in 1984) and in the State of Vermont where we are now doing business.
- Transferred the balance from ACI's remaining NH checking account to our current Vermont account.
- Filed ACI annual IRS e-postcard form for nonprofit organizations. (501(c)3)
- Assisted host state of New Mexico purchase the Whova app we are using to bring this conference to life for conservation professionals around the U.S..
- Searching for a new CPA to review our accounts as our previous accountant has retired.
- Prepared a draft budget for discussion and approval at the 2021 annual meeting. (attached)

ACI check register for the July 1, 2020 through June 30, 2021, and draft budget are attached to this report.

Sincerely,

Judy

Judy Stokes Weber, APR

Treasurer

Association for Conservation Information, Inc.

FY 2022 DRAFT ACI Budget					
	Beginning Balance Checking Accounts			\$86,144	estimate
REVENUE					
	Dues, Awards	\$24,000			
	Conf Returns	\$0			
	Total Income	\$24,000		\$24,000	
FY 2021 Assets Available				\$110,144	\$110,144
EXPENSES					
	Conference Advance		\$5,000		
	Scholarships		\$10,000		
	Award Plaques		\$3,000		
	Plaque Shipping		\$500		
	Online Awards Platform		\$4,400		
	Webhosting		\$300		
	Treasurer Stipend		\$5,000		
	Surety Bond		\$400		
	Communication Manager Stipend		\$5,000		
	Professional Fees CPA Review		\$1,000		
	Office Expenses		\$100		
	Affiliate membership in AFWA		\$250		
FY 2021 Total Expense			\$34,950		\$34,950
Balance at End of FY 2022(June 30, 2022)					\$75,194
DRAFT 1 prepared by JSW 7.5.21					

FY2021 ACI Checkbook Register					
Transaction ID	Date	Description	Amount	Balance	
Balance 6.30.20				\$84,777.20	
JULY					
10244	7.1.20	Scott C. Ball Membership Stipend	\$1,250.00	\$83,527.20	x
10245	7.2.20	WCP Treasurer Stipend	\$1,250.00	\$82,277.20	x
Deposit	7.16.20	TX 2021 Dues	\$200.00	\$82,477.20	x
Wire Transfer	7.23.20	Award Force Annual Subscription	\$4,389.00	\$78,088.20	x
W.T. Bank Fee	7.23.20	Fee for Wire Transfer	\$20.00	\$78,068.20	x
PP Transfer	7.27.20	NV 2021 Dues and Awards	\$625.62	\$78,693.82	x
PP Transfer	7.27.20	OR 2021 Dues and Awards	\$234.42	\$78,928.24	x
PP Transfer	7.27.20	CO 2021 Dues and Awards	\$508.26	\$79,436.50	x
PP Transfer	7.28.20	OK 2021 Dues and Awards	\$1,525.38	\$80,961.88	x
PP Transfer	7.28.20	OH 2021 Dues and Awards	\$351.78	\$81,313.66	x
PP Transfer	7.28.20	TN Dues and Awards	\$1,681.86	\$82,995.52	x
PP Transfer	7.28.20	VA 2021 Dues	\$195.30	\$83,190.82	x
PP Transfer	7.30.20	VA Awards	\$351.78	\$83,542.60	x
PP Transfer	7.31.20	WA 2021 Dues	\$195.30	\$83,737.90	xbalanced
10246	7.31.20	VOID - to GA for Direct Deposit			
AUG					
PP Transfer	8.3.20	LA 2021 Dues	\$195.30	\$83,933.20	x
PP Transfer	8.4.20	HI 2021 Dues	\$195.30	\$84,128.50	x
PP Transfer	8.4.20	ME 2021 Dues	\$195.30	\$84,323.80	x
PP Transfer	8.4.20	PAFB 2021 Dues	\$195.30	\$84,519.10	x
PP Transfer	8.5.20	Southwick Sponsorship	\$244.20	\$84,763.30	x
PP Transfer	8.5.20	KS 2021 Dues	\$195.30	\$84,958.60	x
PP Transfer	8.7.20	MO 2021 Dues and Awards	\$1,564.50	\$86,523.10	x
Deposit	8.7.20	AREA 2021 Dues	\$200.00	\$86,723.10	x
Deposit	8.11.20	AL 2021 DUES	\$200.00	\$86,923.10	x
PP Transfer	8.12.20	NJ 2021 Dues	\$195.30	\$87,118.40	x
Deposit	8.12.20	NM 2021 Dues and Awards	\$2,120.00	\$89,238.40	x
Deposit	8.14.20	RBFF 2021 Dues	\$200.00	\$89,438.40	x
Deposit	8.14.20	FL 2021 Dues	\$200.00	\$89,638.40	x
Deposit	8.14.20	ID 2021 Dues	\$200.00	\$89,838.40	x
Deposit	8.20.20	NSF 2021 Dues	\$200.00	\$90,038.40	x
Deposit	8.20.20	NE 2021 Dues and Awards	\$440.00	\$90,478.40	x
10247	8.20.20	Reim Blake Podhajsky voiceover	\$240.00	\$90,238.40	x
PP Transfer	8.29.20	CAHSS 2021 Dues and Awards	\$234.42	\$90,472.82	x
Deposit	8.31.20	NH 2021 Dues and Awards	\$320.00	\$90,792.82	x
PP Transfer	8.31.20	PA-G 2021 Dues	\$195.30	\$90,988.12	x
Direct NH Deposit	8.7.20	IN 2021 Dues and Awards	\$680.00	\$90,988.12	x
SEPT					
Deposit	9.1.20	FL Awards	\$400.00	\$91,388.12	x
Deposit	9.1.20	Georgia Awards	\$280.00	\$91,668.12	xbalanced
Deposit	9.3.20	2021 Dues Lower Loup NRD	\$200.00	\$91,868.12	xx
Deposit	9.18.20	2021 Dues ASA	\$200.00	\$92,068.12	xx
Deposit	9.14.20	2021 Wisconsin Dues	\$200.00	\$92,268.12	xx
Deposit	9.22.20	2021 Dues Arkansas	\$200.00	\$92,468.12	xx
PP Transfer	9.24.20	2021 Dues and Awards Iowa	\$273.54	\$92,741.66	xxbalanced
10248	9.30.20	Hosting 4 Less Rapid SSL certificate	\$25.00	\$92,716.66	xx
OCT					
10249	10.3.20	Scott C. Ball Membership Stipend	\$1,250.00	\$91,466.66	xx
10250	10.3.20	WCP Treasurer's Stipend	\$1,250.00	\$90,216.66	xx
10251	10.8.20	CNA Surety - Dishonesty Bond	\$320.00	\$89,896.66	xxbalanced
10252	10.14.20	J.W. Blake's Plaque/Gift Reimb.	\$288.50	\$89,608.16	xx
NOV					
PP Transfer	11.10.20	S3.com annual membership	\$195.30	\$89,803.46	xx
PP Transfer	11.12.20	2021 Dues NC Wildlife Resources	\$195.30	\$89,998.76	xx
PP Transfer	11.13.20	2021 USFWS Awards Payment	\$938.58	\$90,937.34	xx
PP Transfer	11.17.20	2021 KY Dues Payment	\$195.30	\$91,132.64	xx
10254	11.24.20	Refund IA Late request via PP	\$280.00	\$90,852.64	xx
Check	11.24.20	2021 CA dues payment	\$200.00	\$91,052.64	xx
10253	11.24.20	AFWA Affiliate Membership	\$250.00	\$90,802.64	xx
Direct Deposit	11.25.20	AZ 2021 Dues and awards	\$360.00	\$91,162.64	xx
DEC					
Check	12.9.20	CT 2021 Dues	\$200.00	\$91,362.64	xx
Check	12.14.20	MT 2021 Dues and Awards	\$800.00	\$92,162.64	x
Check	12.14.20	IA 2021 Dues and Awards	\$280.00	\$92,442.64	x
PP Transfer	12.16.20	WY 2021 Dues and Awards	\$782.10	\$93,224.74	xx
Check	12.16.20	DI Case and Associates Sponsor	\$250.00	\$93,474.74	xx
Check	12.16.20	SC 2021 Dues and Awards	\$840.00	\$94,314.74	xx
Check	12.28.20	CA 2021 Awards	\$200.00	\$94,514.74	xx
10255	12.28.20	WCP reimb SOS filings, efileBiz1099	\$71.00	\$94,443.74	xxBalance
JAN					
10257	1.4.21	Scott C. Ball Membership Stipend	\$1,250.00	\$93,193.74	x
10258	1.4.21	WCP Treasurer's Stipend	\$1,250.00	\$91,943.74	x
Check	1.5.21	UT 2021 Dues and Awards	\$520.00	\$92,463.74	x
10256	1.13.21	K2 Awards and Apparel	\$3,011.30	\$89,452.44	x
10259	1.21.21	WCP reimb 1099 prep and filing	\$9.50	\$89,442.94	missing
Check	1.28.21	Egli payment for duplicative plaque	\$36.99	\$89,479.93	x
Check	1.28.21	MA 2021 Dues	\$200.00	\$89,679.93	xbalanced
FEB					
		no transactions			
MAR					
10260	3.25.21	Hosting 4 Less (web hosting)	\$299.40	\$89,380.53	x
PP Transfer	3.25.21	Nat'l Bowhunter Ed Foundation	\$488.70	\$89,869.23	x
APR					
10261	4.1.21	WCP JSW Treasurer Stipend	\$1,250.00	\$88,619.23	x
10262	4.5.21	Scott Ball Comm/Membership	\$1,250.00	\$87,369.23	x
MAY					
Check	5.3.21	Balance - close-out NH Account	\$2,764.80	\$90,134.03	x
10263	5.4.21	Reimburse Whova Purchase WCP	\$4,199.00	\$85,935.03	x
JUNE					
Check	6.7.21	2021 Dues NE Forestry Service	\$200.00	\$86,135.03	x
		Missing check #10259	\$9.50	\$86,144.53	Balanced