1. Call to order (Yvonne)  
   10:05 am

2. Determination of a quorum  
   Yvonne, Nate, Lizbeth, Fiona, Karla, Kim, Maki, Katrina

3. Discussion/Adoption of Oct. 26, 2016 meeting minutes  
   Motion by Karla to approve minutes, Maki seconded, motion carried.

4. Remarks by the President (Yvonne)- Updates from the SWS International Board meetings  
   Upcoming Intl meeting in Puerto Rico in June. Zika virus is less of concern now.  
   2018 – Denver  
   2019 now Baltimore  
   2020 joint with SER-N Atlantic chapter/SWS in Quebec City, also 20th anniversary  
   2021 possibly in Alaska or PNW chapter region (maybe joint between two chapters), may need to start planning fairly soon, think about venue.  
   SWS Intl put out survey for ambassador program for students (both in US and internationally)  
   Our chapter now gets $10 instead of $5 per member

5. Secretary’s report (Maki/Katrina)  
   Currently 380 chapter members  
   Sent Ooze News out this Monday (January 30)  
   We have been receiving many announcement requests lately, which is good  
   Nate: Email frequency is fine in his opinion, keeps us relevant  
   Yvonne: may need a separate effort to update consultant list, check against membership list, indicate need to be an SWS member to be on the list  
   Karla: Could check against membership roster, delete whoever doesn’t respond

6. Treasurer’s report (Karla)  
   In October 1,800 extra (from what we had in the past) deposited from membership dues into checking account (so now 3,600 instead of 1,800)  
   As of Dec 31, 2016, our wintrust is at approx 51,000  
   Money market at 23,000  
   Checking account at 6,000  
   Karla will email secretaries summary of report  
   Will go through budget again in the fall ~October, so we are ready to approve it in January 2018  
   Yvonne: very few expenses recently

7. Reports of Standing & Special Committees?  
   Nate: Would be nice to get more chapter representation at international meetings
8. Chapter Newsletter- Deadline for next newsletter
   Send topic ideas/articles to Maki or Katrina by April 15 for spring Ooze News

9. Any other old business – Andy McMillan Scholarship, website updates
   Yvonne: our chapter webpage currently has a link where people can donate to our chapter. We can either add separate button for people to donate to the Andy McMillan scholarship specifically, or just stick with one choice (where most of our donations go anyway). Add some narrative on webpage, and newsletters.
   Yvonne: need website updating, suggestions for topics, may need an established person to keep website updated, need to advertise to our members for a volunteer
   Yvonne will write up a description of this volunteer position, ask for a mini essay to help us with selection, secretaries will send out. Yvonne, Maki, and Katrina will select. Karla will feed them info for updating award info (lifetime achievement and leadership award content).

10. New business – 2017 Chapter mini-meeting, 2018 potential joint meeting w/ SER Northwest (Spokane, WA), anything else?
    **2017 mini meeting:**
    - Yvonne: has checked with Water Resources center in May. Their availability now is May 18-19 (Thurs-Fri). Could have on-site social afterwards. Water Resources center has wetlands nearby, would be good location for workshops.
    - Would cost $354 from 8-5, but about $500 if adding evening time for social.
    - Venue has list of approved caterers we could use. Social would be appetizers and drinks.
    - Registration no more than $100 for a day.
    - Workshops maybe 3/4 day, depends on topic.Another potential workshop location is UW-Vancouver campus (if we have multiple workshops).
    - Oregon Dept of State Lands could maybe do workshop on Oregon rapid wetland assessment. Hydric soils workshop is always popular too
    - Relevant topics: a lot of different online tools – mapping, analytical tools, etc. maybe worth a couple talks to discuss those
    - Fiona agreed to take the lead on organizing, with help from Yvonne, Lizbeth, Nate
    - Some past topics, logistics of construction, invasive species, floodplain wetlands, inventory mapping, EPA heritage program.
    - Nate: Andy from Rocky Mnt is good at getting very relevant, hot topics for their meeting. Maybe keep it at 8 talks, plus posters. Good to have one big room, space for mingling at the back.
    - Katrina: Good to have lots of little break time in between talks for mingling and discussions.
    - Yvonne: Should be able to cover the majority of our costs. SWS Business office can provide registration support online. Will also need on the ground volunteers for people who register on site.
    - Fiona will put together some narrative requesting suggestions for content or speakers, workshops, and any other volunteers. Secretaries will send out to membership via email.

    **Joint SER meeting 2018:**
    - Yvonne: We have a draft MOU with SER/SWS. Will then gather volunteers for meeting planning committee. SWS can use SWS business office for registration services. SER has booked venue, has conference theme (resilience in landscapes and communities). Hoping for 300 participants, maybe up to 500. Probably 50/50 split of the proceeds (with the exception of any specific fundraising efforts (eg. raffle)). We have had two joint meetings with SER in the past. We will need a co-chair.
• Fiona offered to be the SWS lead.
• Yvonne: 1st and 3rd Thursdays at noon have had regular conference calls with SER. Not sure if those will continue.
• Karla, Fiona, Lizbeth interested in participating in those calls. Yvonne will forward the info about the calls.
• Yvonne will sign MOU (motion by Karla, Lizbeth seconded, motion carried).
• Yvonne will discuss with Fiona planning deadlines for May meeting.

Next board meeting in early April.

11. Adjourn
   11:13 am