

**Howard County Bird Club**  
**A Chapter of the Maryland Ornithological Society**  
**Board of Directors Meeting - Minutes**  
Thursday, May 26, 2016

**Attendance** [Presence indicated by check mark (√)]

**2015-2016 Club Officers:**

President: Robin Todd √  
Vice-president: John Harris √  
Secretary: Chuck Stirrat √  
Treasurer: Cindy Albright √  
Chap. Directors: Nancy McAllister (1<sup>st</sup> yr.)  
Meg Harris (2<sup>nd</sup> yr.) √  
State Directors: Karen Heffernan √  
John McKitterick √  
Kate Tufts √  
Past President: Wes Earp

**Chapter Committees:**

Field Trips: Joe Hanfman  
Programs: Jane Geuder  
Conservation: Kurt Schwarz √  
Newsletter: Howard Patterson  
Records: Jo Solem √  
Webmaster: Bob Solem √  
Potluck: Kathie Lillie √  
Publicity: Allen Lewis  
**Others:** Mary Lou Clark √  
Woody Merkle

**General Notes**

Meeting was held in home of Meg & John Harris. Total number in attendance was 13. Attendance at the regular club meeting held May 12 was 44 people. Middleton Evans gave a program entitled "Nature at Its Finest Moments."

**Officer's Reports**

**Review of Minutes/Secretary** (Stirrat): The Minutes were accepted after minor corrections and an expansion of the description of the Camp Ilchester Earth Day display.

**Treasurer's Report/Treasurer** (Albright): Cindy had distributed the attached Treasurer's Report for the end of April. She had also distributed the attached proposed budget for the 2016-2017 fiscal year. The budget was approved as proposed.

**President's Remarks** (Todd): Robin noted that this was his last Board meeting as President and wished John good luck. He has been working on the annual report to MOS and expects to share a draft for comment with the Board in the near future. He was reminded that as a State Director he would be continuing to attend our meetings.

**Vice-President's Remarks** (J. Harris): John commented that the Trumpeter Swan at Fulton on Tuesday was a life bird for him.

**Chapter Committee Reports**

**Field Trips** (Hanfman): Joe was not present. Howard had sent an email before the meeting in which he remarked that he felt the "leaderless" field trips in May had worked well. His only regret was that we hadn't got more participation from new members. Mary Lou asked what the ratio of retired to non-retired members of the club was. Her point was that all the trips, except May Count, in May were mid-week. We generally agreed that it would be best to have a mix of weekday and weekend trips. Bob proposed we might choose a label that would be less intimidating to new members than "leaderless." It was agreed we should provide this feedback to Joe for his planning next year.

**Records** (Jo Solem): Jo reported that this Spring has been a relatively good migration compared to recent years. The Swallow-tailed Kite found and photographed by Joe Hanfman and Ralph Cullison was the second modern

county report and the first with photos. The Trumpeter Swan on Tuesday was only the second record and likely a county bird for all those who got to see it. Lastly she reported that the sightings of Ravens along the Patapsco strongly suggest that there is a nest in the county or very close to the border. The only other nest has been the one on the dam at Duckett Reservoir.

**Conservation** (Schwarz): Kurt reported that we need to remain vigilant. The amendment to the County General Plan will come up for a vote by the County Council this summer. The planning board had recommended defeating the amendment but the recommendation is non-binding on the council. Kurt also mentioned that the Governor's initiative to reduce fees has reduced the fee for incidental take permits for endangered species from \$25 to \$10. The Governor has not yet acted on the Pollinator Protection Act which will become law if he does not veto it by Saturday. *Secretary Note: The Governor did not veto the bill and it became law.* The county policy on neonicotinoids is on hold pending resolution of state law.

**Newsletter** (Patterson): Howard was not present but had sent an email in advance. The due date for the Sept-Oct Goldfinch is July 25.

**Webmaster** (R. Solem): Bob reported that he has added a new section (box) to the website with current highlights (like the Swallow-tailed Kite picture) and a link to the Birds of the Month section of Birding Howard County.

## State Board Reports

**State Board Meeting** (Todd, Heffernan, McKitterick, Tufts, etc.): The next meeting is Saturday night at the MOS Conference in Salisbury. Robin, Kurt, John McKitterick and Kate will be unable to attend. Karen will be at the Conference and can attend. John and Meg Harris were asked to attend as proxies.

## Old Business

SkyWatch Update – Robin reported that he had attended the meeting of the HCC Grounds committee and discussed the MOU/proposal. Their response was generally positive. Several revisions were proposed to the MOU and Robin shared that markup with the board by email. He has incorporated the revisions and returned it to Woody for a decision by the Conservancy full board at their next meeting in June. Once we receive approval Mike Kerwin and the committee will need to get the project underway quickly as we are trying to have it ready by September 1. We have approved the SkyWatch committee can spend up to \$5000 without asking the Board to authorize additional funding if they find it necessary.

Brief Talk to Master Gardeners at MPEA in October? – Robin reported we still need to find someone to do this. The talk would be at MPEA as part of their monthly work sessions.

Policy for Program Speakers and Commercial Content – Robin had drafted a policy and distributed it to the Board by email (attached). The policy which reads as follows was approved by the Board:

### GUIDELINES FOR GUEST SPEAKERS AT HCBC MEETINGS REGARDING PROMOTION OF THEIR SERVICES OR PRODUCTS

Howard County Bird Club (HCBC) welcomes and values its guest speakers, including those who own or represent businesses that provide services or products to the birding community. Such services typically include leading birding trips to other parts of the US or overseas, when the speaker or their company is paid by trip participants. Such products would include optical gear, books or software. Talks by such speakers should provide information about birds, other wildlife and life forms, habitat, environmental issues and related subjects, but they should not be used for the promotion of the speaker's business. What is permissible is for speakers to leave their business cards and brochures on a table at the back of the meeting room and to include their contact information on the last slide of their presentations. At the end of their talk, speakers may indicate that these cards and brochures are available. In the question-and-answer session at the end of the meeting, questions about the speaker's services or products should be answered by a promise to give the answer after the meeting.

Donation to the Howard County Conservancy – Robin reported that he had formally notified the HCC that we are making a donation of \$5000 toward signage on common birds to be displayed in a new outdoor classroom as part of the Conservancy's major expansion plans. Cindy reported that she had sent them the check.

## **New Business**

Recreation and Parks request for \$1000 for intern to coordinate Pollinator meadow activities – Jo summarized what she had learned about why there had been no activity by Howard Rec & Parks on our offer to provide additional funds for the Holdridge Pollinator Meadow. In general other items, including Wine-in-the-Woods, had taken priority for the Natural Resource section. In discussion with Sue Muller, Jo made it clear we would consider having some of the money used for support of staff to coordinate and monitor the project. As a result Sue requested the club consider providing a \$1000 for an intern she had interviewed for a volunteer position as an unpaid intern with the county this summer. The intern accepted a position to, among other duties, coordinate volunteer activities on the meadow and document species using it. Sue's request and a series of emails among board members regarding the request are attached. Although having the intern receive compensation would potentially enhance the volunteer's performance and dedication, the county is unwilling to accept our funding so that they can pay her directly as it is unbudgeted. We are unwilling to employ the staff directly with all the legal requirements that would entail. Kate asked could this be considered an honorarium, as we provide to speakers without assuming legal responsibilities. We reviewed the definition of honorarium and decided that should be an acceptable approach. We are not required to report payment of an honorarium; however the recipient is to report it as income when filing their taxes. It was moved, seconded, and approved that we give the intern an honorarium of \$1000, with the details such as timing of payment(s) to be decided in consultation with Sue Muller. Jo then mentioned that there is also a potential need to purchase additional tools to be used by the volunteers weeding the meadow. It was moved and approved that we authorize up to \$300 for the purchase of tools if we receive such a request. Jo took the action to inform Sue of these decisions and coordinate accomplishing them.

Budget – See Treasurer's Report above.

Howard Community College request for a FAST speaker – Robin had received a request from Ho CC to provide a speaker for their Facilities and Sustainability Team (FAST) lunch and learn series. We discussed but decided that although we are in support of sustainability we did not feel we could identify a topic or speaker that would be appropriate for this series. Robin took an action to decline the request.

Donation of '90's birding gear – Robin had been contacted by someone whose partner had been an active birder and recently passed away. She provided Robin with a box of miscellaneous birding items to see if anyone in the club could use them. Most of the items are outdated but Robin was advised to bring the box to a meeting and offer any of the items to attendees on a first come first serve basis. We agreed any unclaimed items can be disposed of.

Seed Sale – Robin and Bob reported that Ward has begun preparations for this fall's seed sale. We will continue the arrangement with The Wildlife Authority. The sale pickup will begin Saturday October 8 with pickup possible anytime during the following week. Ward will be out of town during this period but Jeff Friedhoffer has again volunteered to serve as the order compiler. Bob stated that a series of milestone dates for sending out sale forms, receiving orders, getting orders to Kevin Cassidy at The Wildlife Authority, etc. have been agreed to. Bob stated that all forms will need to be printed and completed manually and mailed to Jeff (i.e., there will not be an interactive form). Bob accepted an action item to update the list of past supported activities with this year's disbursements from donations to the club.

Hosts for Next Year's Board meetings – The following volunteered to host Board meetings next year:

September 22, 2016	-	John Harris
October 27, 2016	-	Karen Heffernan
November 17, 2016	-	John McKitterick (this is 3rd Thursday to avoid Thanksgiving)
December	-	NO MEETING
January 26, 2017	-	Howard Patterson
February 23, 2017	-	Bob & Jo Solem
March 23, 2017	-	Mary Lou Clark
April 27, 2017	-	Kathie Lillie
May 25, 2017	-	Cindy Albright (Joint meeting with new and old members)

Around the Room –

- Cindy mentioned the recent Washington Post article reporting that the YMOS Merlins team had won the junior division of the World Series of Birding, tying the winning adult team, with 190 species.
- Bob reported that at Cindy's request he had developed a link she can provide to potential donors who would like to donate to the club via PayPal separate from the membership application.
- Jo asked if the Board felt there would be any interest in purchasing window decals with the club's seal on it. She would include one in each new member packet, and they would be available for current members as well. The Board felt this might be a good idea. Jo took an action to research what would be involved, including cost, and send the Board an email with what she learns.
- Kate reported that the Daisy Pollinator Meadow has been planted. It is located at the corner of Union Chapel and Daisy Roads.
- John McKitterick reported that Sue Muller had provided the "The Messenger" DVD back to the club so that he can check it out for any Audio/Visual issues with our using it for an October program.
- Lastly the Board recognized that this was Kate Tufts last Board meeting and expressed its sincere thanks to Kate. Kate joined the Board as a Chapter Director in 2001 and was elected as State Director in 2004. She has faithfully represented the club at State Board meetings ever since, including recently serving as the chair of the State Scholarship committee. We will miss her participation in club and state board deliberations and willingness to accept many assignments; while looking forward to seeing her at club activities in the future.

**Review of Prior Action Items:**

- Attend the meeting of the Howard County Conservancy Grounds Committee meeting on April 29 to present SkyWatch plans and MOU – Robin DONE
- Solicit volunteers for a future Birds 101 presentation to MPEA Master Gardeners – Robin/John
- Prepare Bird-a-thon announcement for NEWSGRAM and website – Bob DONE
- Send email to HC Rec & Parks staff donating copy of "The Messenger" – Robin DONE
- Draft a proposed policy for Program Speakers and amount of marketing content permitted – Robin DONE
- Prepare letter formally informing HCC of our donation toward signage for the outdoor classroom – Robin DONE
- Jo had been asked to contact Rec & Parks to find out the status of the pollinator meadows and why there had been no requests for funds. She contacted Brenda Belensky and Dan McNamara by email and reiterated the amount of money available and that it could be used however they chose, including staffing. DONE.

**New/Continuing Action Items**

- Solicit volunteers for a future Birds 101 presentation to MPEA Master Gardeners – Robin/John
- Inform Sue Muller of decisions on intern honorarium and tools - Jo
- Send a reply to Howard Community College declining request to provide a FAST speaker – Robin
- Update the list of donations made from seed sale proceeds and other gifts to include with the seed sale form – Bob
- Investigate getting club seal window decals and provide results to Board - Jo

## Board Meeting Schedule

Board meetings are generally held 4th Thursday of month at 7:30 PM

September 24, 2015	-	Robin Todd
October 22, 2015	-	Karen Heffernan
November 19, 2015	-	Cindy Albright (this is 3rd Thursday to avoid Thanksgiving)
December	-	NO MEETING
January 28, 2016	-	Bob & Jo Solem
February 25, 2016	-	John McKitterick
March 24, 2016	-	Robin Todd
April 28, 2016	-	Kate Tufts
May 26, 2016	-	Meg & John Harris (Joint meeting with new and old members)

**Attachments** (Copies of handouts provided at meeting and club correspondence filed with original minutes)

- Agenda – May 26, 2016
- Treasurer’s Report – April 30, 2016
- Proposed Budget for 2016-2017
- Summary of Board email exchange regarding an intern with Howard County Rec & Parks to coordinate volunteer activities on Pollinator Meadows
- Summary of emails requesting a speaker for Howard Community College FAST series

Minutes submitted by:

Charles R. Stirrat  
Secretary, Howard County Bird Club

**Howard County Bird Club  
Board of Directors Meeting**

**Agenda**

**May 26, 2016**

1. Additions? All
2. Review of Minutes Chuck
3. Treasurer's Report Cindy
4. President's Remarks Robin
5. Vice President's Remarks John
  
6. Committee Reports
  - Field Trips
  - Records Jo
  - Conservation Kurt
  - Newsletter Howard
  - Web Master Bob
  
7. Old Business
  - SkyWatch update – Robin
  - Brief talk to Master Gardeners at MPEA in October? – Robin
  
8. New Business
  - R&P request: \$1000 stipend for intern – manage Emy's & Daisy Meadows - All
  - Budget – Cindy
  - Howard Community College requests FAST speaker from HCBC - Robin
  - Donation of '90's birding gear - Robin
  
9. Action Items Chuck
  
10. Around the room

Meeting Location:

John & Margaret Harris  
6400 Ripe Apple Ln  
Columbia MD 21044  
(240) 755-0183  
(703) 772-4501  
jaybee.harris@gmail.com  
mctharris@gmail.com

HOWARD COUNTY BIRD CLUB  
TREASURER'S REPORT  
5/1/15-4/30/16

	Budget 2015-16	April Current Month	Year To Date
<b>Income</b>			
Membership Dues		25	5,272
State Dues Paid			(3,095)
Net Membership Dues	2,000	25	2,177
Contributions to Habitat Preservation		50	2,161
Contributions to Emy's fund			2,365
Contributions to MOS			110
Total Operating Income	2,000	75	6,813
<b>Expenses</b>			
Supplies for Bird Counts	100		
Meetings:			
Programs	600	75	890
Hospitality-Chapter & Stat	50		
Special Supplies			
Internet Account	200		330
Postage, Copies	250		152
Projector Expense			
General Supplies			
Equipment			
USPS Postal Box rental			
Donations			
Pot Luck Supplies	50		
Newsletter & Directory	400	147	513
Miscellaneous			
Pollinator Plots - Emy's fund			
All Creatures G & S			300
Greenfest	35		35
YMOS Birdathon		254	254
DOS Bird-a-thon	1,000		1,000
Total Operating Expense	2,685	476	3,474
Income over Expense		(401)	3,339

T Rowe Price Prime Reserve acct.

Reserve Account beginning bal. 4/1/16	10,649
Interest Received in April	0
Marjorie Mountjoy Fund Balance	5,540
Total T Rowe Price ending balance 4/30/16	<u>16,189</u>

PNC Bank Balance

Checking Bal. 04/30/16	11,783
Petty Cash	<u>45</u>
Total Assets	<b>28,018</b>

**HOWARD COUNTY BIRD CLUB**  
**Proposed**  
**5/1/16-4/30/17**

	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Proposed Budget 2016-17</b>
<b>Operating Fund</b>			
<b>Income:</b>			
Net Membership Dues	1,933	2,426	2,750
Contributions to HCBC	845	2,261	2,500
Contributions to Howard Co Bird Club	1,300	2,365	-
Contributions to MOS	1,114	110	75
Contributions to Butterfly Garden	2,025		
Total Operating Income	4,288	7,162	5,325
<b>Expense:</b>			
Meetings:			
Programs	650	890	1,000
Hospitality-Chapter & State	62		75
Special Supplies			
Internet Account	203	330	350
Postage, Copies	258	287	300
Newsletter & Directory	504	644	650
Miscellaneous			
Pollinator Plots	1,300		1,000
Habitat Preservation - All Creatur	200	300	300
Greenfest	35	35	35
YMOS Birdathon	244	254	260
Total Operating Expense	3,456	2,740	3,970
Income over Expense	832	4,422	1,355

5/16/2016 \* Contribution made to HC Conservancy for outdoor signage \$5,000 from retained earnings in PNC bank acct.

<b>Year-end Net Worth</b>	
2015-16	\$ 28,018
2014-15	24,788
2013-14	22,538
2012-13	20,519
2011-12	19,659
2010-11	18,218
2009-10	18,762

5/22/16 email

To clarify. This is a college student who will be working as a summer intern for Sue Muller. If we provide her a stipend from the pollinator fund, a good deal of her time and efforts will be spent (among other responsibilities) overseeing an expanded and consistent weeding program at Emy's Meadow (and perhaps the new one at Daisy Rd). Rec & Parks was receptive to our paying her a stipend (I believe she would have been an unpaid intern) but they did not want to involve the county financial apparatus in receiving our money and paying her. Apparently because it would be an unbudgeted item, it would make life more complicated than the amount involved. Sue's superiors made it plain that any payments would have to be directly between the HCBC and the intern.

Unfortunately, Sue is in New York State this week at her father's funeral so we can't ask her whether the intern would continue with the position even if she were unpaid. Obviously, this seemed much simpler in theory than it has turned out to be.

Jo

Solem [odenata@msn.com](mailto:odenata@msn.com) Laurel MD 20723

On 5/21/2016 9:40 PM, Ward Ebert wrote:

This is a really complicated question, and I don't have any definitive answer as to what to do. What I do know is that "intern" and "scholarship" aren't IRS terms that affect our liability for employment taxes. If work is being done in exchange for money it is employment. Fundamentally there are two types of employment relationships - employee or contractor - and the difference hinges on who directs the work. If Sue is directing the person on a day-to-day basis it would be hard to convince an auditor that there is a contract employee relationship, particularly since the person is not holding a specific legal contract for the job and is not the employee of any agency or company that provides contract labor. Also, one who claims to be a contract employee may have to show that they also work for other customers or publicly advertise services in the community. As Sue wears two hats, there is a risk that the person might be considered an employee of the county even if the money flows directly from us (I think that unlikely, but if the employee isn't a contractor somebody is the employer in the eyes of the IRS). It would seem most logical to have the county treat her as an employee - they already have the mechanisms in place to do that. We would spend as much effort trying to get the paperwork done as would be spent on the project. That said, as our employee she would need to provide us a W4 for withholding Federal income. We would pay that and FICA to the feds, but we are exempt from federal unemployment tax. Then there's Maryland tax which I know nothing about.

It might be worth a call to Dave Webb to see if he has any advice. If you wish, I could give a call to a lawyer I know who works with charitable organizations.

Ward

On Saturday, May 21, 2016 10:59 AM, Cindy Albright [<cindy@cindyalbright.com>](mailto:cindy@cindyalbright.com) wrote:

Going the Scholarship route sounds least complicated. I'll check re IRS ramifications unless someone else already knows.

Cindy

On May 21, 2016 10:36, "Solem" <[odenata@msn.com](mailto:odenata@msn.com)> wrote:

If this has to be decided at the May meeting (see Sue Muller's email at the bottom), it is going to take some preliminary work to understand all of the ramifications (which is why we included Ward Ebert). Sue's proposal that funding for her summer intern would be provided as a part of the Pollinator Protection effort, specifically using some of the funds that remain in the Emy Holdridge memorial pot. I think we need to understand just how we label this money to be paid to Sue's intern (assuming we agree to the funding).

Rec and Parks would love to have a paid intern for the summer and could then justify using much of her time to oversee the pollinator meadows, but they do not want to have any money we provide funneled through the county. We would have to pay her directly. Because there are no strings attached to Emy's Meadow money and this is one of the realistic ways of getting someone to organize consistent weeding, it would be a valid use of the money. As we are all aware, the first years need consistent weeding to maintain a *viable* pollinator meadow, and that includes annual maintenance (particularly during the first years after planting until the perennial plants become established).

We don't want to raise unnecessary questions; however, does the Howard County Bird Club (HCBC) paying her directly present problems for us?

If the HCBC provides a "stipend" to the intern, what does that mean? Is the intern an **employee** of the HCBC, and the club has to do all of the bookkeeping associated with an employee (withholding, FICA, etc.)? Or is the intern a **contract employee**? If the "stipend" in any way shape or form can be considered by the IRS as *wages*, the intern and the club have to be prepared to produce the appropriate documentation and forms.

OR could we treat this as a **scholarship** to be paid in two parts, one at the beginning of the season and the remainder at the end, with the at least implied understanding that the intern would use it in that way?

Or is there some other possibility? Cindy, do you have any ideas here? Are we worrying needlessly?

Since we do not have another board meeting until fall, this is something that needs to be decided in May--and the weeding requires a decision as well.

Jo & Bob

Solem [odenata@msn.com](mailto:odenata@msn.com) Laurel MD 20723

----- Forwarded Message -----

**Subject:**Re: stipend

**Date:**Fri, 20 May 2016 08:25:02 -0400

**From:**Robin Todd <[totnesman@aol.com](mailto:totnesman@aol.com)>

**To:**[smuller@howardcountymd.gov](mailto:smuller@howardcountymd.gov)

**CC:**[odenata@msn.com](mailto:odenata@msn.com)

Hi Sue,

Thanks. Interesting request. Will run it by the Board at next Thursday's meeting.

Would the 2nd \$500 be contingent on the student doing a decent job?

Best regards,

Robin

-----Original Message-----

From: Muller, Sue <[smuller@howardcountymd.gov](mailto:smuller@howardcountymd.gov)>

To: robin todd <[totnesman@aol.com](mailto:totnesman@aol.com)>

Cc: Solems ([odenata@msn.com](mailto:odenata@msn.com)) <[odenata@msn.com](mailto:odenata@msn.com)>

Sent: Thu, May 19, 2016 3:22 pm

Subject: stipend

Robin,

I just interviewed a student from University of Maryland who will be interning with me this summer for 9 or 10 weeks. Her project is going to be working at Emy's Meadow organizing volunteers for Weed Warrior activities and documenting species using the meadow etc. It is possible she will work on the Daisy Rd. meadow as well. Would the bird club consider a \$1000 stipend for the student? I would recommend a \$500 payment in the beginning and a \$500 payment at the completion of the internship.

Sue Muller

Howard County Department of Recreation & Parks

Natural & Heritage Resources Division

7120 Oakland Mills Rd.

Columbia, MD 21046

Maryland Amphibian & Reptile Atlas Coordinator, Howard County

Howard County GreenFest, Co-chair

[smuller@howardcountymd.gov](mailto:smuller@howardcountymd.gov)

[410 313-4697](tel:4103134697)

Sent from my iPhone

On May 25, 2016, at 11:10 AM, "Gulliford, Regina" <[rgulliford@howardcc.edu](mailto:rgulliford@howardcc.edu)> wrote:

I appreciate you getting back to me. Our presentations have been by Master Gardeners, Howard County Office of Sustainability and the Columbia Association. Here is a list of some presenters and titles of their presentations. I've also attached one of the handouts that the beekeepers brought. Most presenters have a powerpoint presentation to deliver their talk. Let me know if you need more information and thank you.

Kent Phillips, Master Gardener, Sustainable Organic Vegetable Gardening  
Donna White, Herb Gardening  
Pat Greenwald, Decorating with Greens, Planting Native Plants  
Caroline Feil, Rain Barrels  
Rachel Beebe, Stream MAPPING  
Jim Caldwell, Columbia Redevelopment  
Doris Walsh, Beekeeping  
John McCoy and Bob Marietta, Weed Warriors

*Gina Gulliford*

**From:** Robin Todd [<mailto:totnesman@aol.com>]  
**Sent:** Tuesday, May 24, 2016 10:05 PM  
**To:** Gulliford, Regina <[rgulliford@howardcc.edu](mailto:rgulliford@howardcc.edu)>  
**Cc:** [jaybee.harris@gmail.com](mailto:jaybee.harris@gmail.com); [odenata@msn.com](mailto:odenata@msn.com)  
**Subject:** Request for FAST presentation on November 2nd.

Hi Ms. Gulliford,

Thank you for asking if one of the Howard County Bird Club members would give a FAST presentation at HCC on November 2nd. Could you provide some examples of previous presentations so that we can assess whether this is something we can do? Titles, presenters and, if possible abstracts, would be helpful.

I will be handing over the presidency to John Harris this summer, so he is copied.

Best regards,

Robin Todd  
President  
HCBC

Forwarded Message -----

**Subject:**Question about Howard Bird Club

**Date:**Wed, 18 May 2016 14:40:29 +0000

**From:**Gulliford, Regina <[rgulliford@howardcc.edu](mailto:rgulliford@howardcc.edu)>

**To:**'[info@howardbirds.org](mailto:info@howardbirds.org)' <[info@howardbirds.org](mailto:info@howardbirds.org)>

The **Facilities and Sustainability Team (FAST)** at Howard Community College promotes a comprehensive sustainability program at the college. I am writing you today to invite one of your speakers to come and do a presentation at the college on Wednesday, November 2, 2016. Our lunch & learns are educational programs where we invite speakers to discuss a topic of sustainability. The lunch & learn starts at 12 noon and continues till 1:00PM. The college will provide the computer, projector, mics, etc. Most speakers only need their presentation on a flash drive. Thank you for your consideration.

*Gina Gulliford*

Howard Community College

Administration & Finance Office

10901 Little Patuxent Pkwy, MH258

Columbia, MD 21044

Phone: 443-518-4542

Fax: 443-518-4480