

Final Conference Management Report
IV North American Ornithological Conference/ IV Congreso Norteamericano de Ornitología
Veracruz, Mexico
October 4-7, 2006
Prepared by Helen Schneider Lemay, The Schneider Group, Inc.
12 December 2006
As of 30 November 2006

The Schneider Group was contracted to manage the 2006 NAOC in July 2005. Specific duties and responsibilities were outlined in the NAOC Meeting Management Request for Proposals issued in April 2005.

IV NAOC was jointly organized by the American Ornithologists Union, Association of Field Ornithologists, CIPAMEX, Cooper Ornithological Society, Raptor Research Foundation, Society of Canadian Ornithologists/Societe des Ornithologistes du Canada, Waterbird Society, and Wilson Ornithological Society. The conference was co-chaired by Charles Francis and José Alcántara.

The goal was to provide the sponsoring societies, as well as all of those participating in this meeting, a memorable and successful event while still assuring financial stability for the societies. It was also important to maintain the culture of the venue and participants from Latin American countries. Wherever possible, both English and Spanish languages were used.

The challenge was to incorporate the culture of the societies with the culture of Mexico and to always provide equal and fair status. All decisions were made by consensus between the co-chairs and society representatives who served as the steering committee. An “executive committee” was formed to handle many of the details.

Under this contract, areas of responsibility included:

- Financial management
- Negotiations, preparation and review of contracts
- Meeting registration and logistics
- Web-based services
- Coordination and Financial advice
- Follow up & close out

The meeting was organized through a MOU signed by the sponsoring societies. Sponsoring societies also provided start-up funds that were to be returned to the societies at the close-out of the conference, if revenue was available. Any other positive revenue was to be distributed to the sponsoring societies per the MOU. Planning was done through e-mail and conference calls on a regular and periodic basis. Two trips were made to Veracruz, one in July 2005, and one in September 2006, to meet with local vendors and work on logistics for the meeting.

This meeting was held in lieu of individual society annual meetings and served as the time and location of council/board meetings and annual business meetings. The conference was very well attended, with initial expectations of 800-1200 participants and a final registration of 1743. The conference drew 558 international attendees from 40 countries. 253 participants were from Mexico and a total of 341 from Latin American countries. We handled 31 on-site registrations. Before the conference, there were 122 cancellations with 78 no shows at the conference.

The following is a breakdown by registration category of those attending:

718 early professionals
69 regular professionals
18 late professionals
584 early students
33 regular students
21 late students
90 early Latin American professionals
7 regular Latin American professionals
18 late Latin American professionals
105 early Latin American students
26 regular Latin American students
5 late Latin American students

Total professionals: 920
Total students: 774

NOTE: Breakdown not available from several categories including complimentary and one-day registrations.

The data summary attachment provides information on attendance from the various countries represented.

Other organizations became sponsors and local hosts for this meeting, providing either funding or in-kind donations. In-kind donations, including the coffee breaks by the Coffee Council, were instrumental to the financial success of the conference. They received publicity on the meeting web site as well as in conference materials.

Juan Martínez Gómez and Ernesto Ruelas Inzunza served as local co-chairs and provided tremendous assistance with local vendors, sponsors, and overseeing logistics. They also helped to incorporate the experience of the local hospitality and culture. This also included working with the local printer to have materials printed in Mexico, saving shipping and customs expense and potential problems. John Faaborg led the scientific committee, along with the help of co-chairs María del Coro Arizmendi and Juan Francisco Ornelas, and provided the coordination of the scientific program.

The conference included a total of 1233 presentations, 531 posters and 702 orals, spread among eight concurrent sessions over four days. Included in the attachments is a list of the sessions and the numbers for presentations by session and per day by breakout room. There were plenary sessions each morning with a featured speaker and society award presentations.

The poster sessions were a very significant part of the overall scientific program. Posters were presented in the World Trade Center and organized thematically. The poster sessions ran as one continuous session from Tuesday through Thursday and allowed posters to be on display during conference hours. Presenters were asked to be available to discuss their research during two evening receptions. Evening receptions with hors d'oeuvres and a cash bar took place in conjunction with the poster sessions and exhibits.

The conference featured 15 workshops and a number of society meetings. The conference provided water service and basic audio-visual services for these meetings with the Institute of

Ecology donating audio-visual services for the workshops at the Hotel Galeria on Monday and at the University of Veracruz on Tuesday. Any additional expenses such as food and beverage were paid directly by the organizer.

Most workshops were held on Monday and Tuesday preceding the conference. The workshops with attendance figures were as follows:

NAOC workshop attendance	Attended	Presenters/Instructors
Atlassing in Americas	27	8
Burrowing Owls	55	18
Bioacoustic Training Course	30	4 approx.
Mexican BBS	39	5
Student Grant Writing	160	4 (~150 students)
Western Working Group PIF	25	3
Reddish Egrets	16	3
Natural Sounds & Video Recording	40	2 Morning (Audio)
"	25	2 Afternoon (Video)
Waterbird Monitoring (Wheeler)	27	7
Windfarms & Bird Collisions	unknown	
Horned Guan	unknown	
Bird Watcher Site Guide Development	unknown	
Scientific Collecting Policies	35	5
Neotropical Quail	Unknown	
Bird Banding Workshops	46	6

The conference opened with a welcome mixer at the Hotel Mocambo for 1200 people. Other social events included special activities hosted by the city of Veracruz, student events, and various society activities.

A closing fiesta for a maximum of 1000 attendees was an optional activity that sold out with 976 paid participants. This banquet style event included dinner and musical entertainment through the University of Veracruz. 110 people participated in the All-Out Ostrich Run and 78 people brought guests. 283 people purchased the paper copy of the abstract book (CD's were given of the abstracts to all participants.).

Society meetings were provided coffee service and basic audio-visual set ups. Again, any additional requirements were billed back to the society.

Students and student events played a very important role in this meeting, including a workshop on grant writing, mentoring, and a student-professional reception complete with the first ever quiz bowl! Student travel awards were also given and handled by a separate committee. Donations were made by several societies to support the student events in the amount of \$6500.00.

Commercial companies, nonprofit organizations, sponsoring societies, and local hosts exhibited at the conference. The exhibits were located near the poster area and received a lot of traffic and sales. Conference sponsors, local hosts, and societies were given complimentary exhibit booths.

Exhibitors

Lotek Wireless
Tropical Science Center

Advanced Telemetry Systems Inc.
Paul Beckman
Avian Flu Testing Site
National Geographics Handheld Birds
Princeton University Press
Brunton
Biotrack
Lynx Edicions
Blackwell Publishing, Inc.
Giacomo Dell'omo
Holohil Systems Ltd.
American Bird Conservancy

Societies

Raptor Research Federation
Society of Canadian Ornithologists
Wilson Ornithological Society
Association of Field Ornithologists
The Waterbird Society
Cooper Ornithological Society
American Ornithologists' Union
Sección Mexicana de Consejo Internacional para la Preservación de las Aves, A. C.
(CIPAMEX)

Sponsors

National Audubon Society
The Nature Conservancy
Cornell Lab of Ornithology
Macaulay Library- Cornell Lab of Ornithology
Zeiss Sports Optics
Comisión Nacional para el Conocimiento y Uso de la Biodiversidad (CONABIO)
Pronatura
The Birds of North America Online

Local Hosts

Island Endemics Foundation / Endemicos Insulares, A.C
Portal del Consejo de Promoción
Turística de México w/ Veracruz Visitors and Conventions Bureau
Consejo Regulador del Café
Veracruz A.C.
Instituto de Ecología A.C.
Universidad Veracruzana
Municipality of Boca del Río

Marketplace Vendors

Telenax
Tienda del Jardín Botánico del
Instituto de Ecología de Xalapa,
Veracruz
Maribel Fonseca (in place of Fabiola)- Tienda los Milagros

Three companies provided social and scientific tours as part of the NAOC experience. All were well received. The companies were: Pronatura, Island Endemics, and Critours. Below is information on the tours sponsored by Pronatura along with the number of participants. Pronatura

and Island Endemics also offered rebates back to NAOC as part of their commitment to the meeting. Below is information on the tours set-up by Pronatura..

- Birding, Cultural, and Archaeological Sites: October 8-11, 2006 (11 participants)
- Birds and Butterflies Lowlands and Highlands of Central Veracruz: September 29 October 2 (2 participants), 2006 or October 8-11, 2006 (3 participants)
- Catemaco Rainforest: September 29 October 2, 2006 (16 participants) or October 8-11, 2006 (18 participants)
- Veracruz Coffee Plantations and Highlands: September 29 October 2, 2006 (cancelled)
- Veracruz Highlands: September 29 October 2, 2006 (11 participants) or October 8-11, 2006 (18 participants)

TOTAL: 79 PARTICIPANTS

Pronatura also sold conference t-shirts. They had 800 NAOC t-shirts printed and sold about 700.

Several hotels provided special conference room rates and were utilized by the attendees for their overnight accommodations during the meeting with three hotels specifically promoted for this meeting. By participants using the hotels in our block, we were able to accumulate complimentary sleeping rooms for use by the societies, plenary speakers, committee, and staff. The breakdown of rooms used versus those originally blocked is:

Hotel Galeria - 1188 used / 1040 blocked
Crown Plaza - 983 used / 810 blocked
Hotel Mocambo - 490 used / 490 blocked

This added up to a total of 2661 sleeping rooms used from the original number of 2340 or net over contracted rooms of 14%.

The Schneider Group, Inc. handled the conference finances and all of the conference funds were housed in a separate, insured account. Working with the financial committee co-chairs, Bonnie Bowen and Frank Gill, a budget was prepared showing various scenarios based on the number of participants and outside funding. The budget was revised as needed.

Several things impacted the budget besides the obvious change in numbers. Working with Pesos and USD, as well as the requirement locally to prepay most expenses complicated the budget process. Wire transfers and bank fees also were factors adding to the intricacies of the accounting process. Initial start up funds of \$50,000 were provided by several of the sponsoring societies and used to fund expenses prior to revenue being received. These funds have been reimbursed to societies.

We are still collecting outstanding revenue and paying final invoices and anticipate being able to close out the conference by February 2007. Any remaining positive revenue will be distributed to the societies based on the MOU.

A copy of the budget is attached showing expenses vs. revenue. The meeting took in \$526,945.79 in total revenue and disbursed \$481,394.27 in expenses, bringing the conference in

under budget in expenses and over budget in revenue. We anticipate a balance of approximately \$40,000 will be distributed back to the societies.

Attachments include:

Data Summary

Session List

General Summary

Submitted by:

Helen Schneider Lemay

Conference Manager

12 December 2006

NAOC 2006 Breakdown by Country

Angola	1
Argentina	19
Australia	6
Austria	1
Belgium	1
Bolivia	1
Brazil	6
Canada	153
Chile	1
Colombia	10
Costa Rica	12
CUBA	13
Czech Republic	4
Denmark	2
Dominican Republic	1
Ecuador	2
El Salvador	1
Federal States of Micronesia	1
Finland	1
Germany	2
Indonesia	1
IRL	1
Israel	2
Italy	5
Jamaica	1
Mexico	253
Netherlands	1
New Zealand	5
Nicaragua	13
Norway	2
Panama	2
Peru	2
Puerto Rico	1
South Africa	2
Spain	11
Sweden	1
United Kingdom	13
Uruguay	2
USA	1185
Venezuela	2
<hr/> Total Attendees	<hr/> 1743

NAOC 2006 Presentations By Session

Session	Count
SS01	22
SS02	6
SS03	16
SS04	10
SS05	10
SS06	10
SS07	22
SS08	12
SS09	10
SS10	22
SS11	12
SS12	22
SS13	12
SS14	10
SS15	12
SS16	10
SS17	16
SS18	21
SS19	12
SS20	12
SS21	6
SS22	16
SS23	12
SS24	22
	<hr/>
	335

Session	Count
GS01	10
GS02	6
GS03	6
GS04	10
GS05	12
GS06	6
GS07	6
GS08	10
GS09	10
GS10	11
GS11	10
GS12	12
GS13	10
GS14	12
GS15	12
GS16	6
GS17	10
GS18	12
GS19	10
GS20	10
GS21	6
GS22	10
GS23	6
GS24	6
GS25	12
GS26	10
GS27	12
GS28	12
GS29	10
GS30	10
GS31	6
GS32	6
GS33	10
GS34	6
GS35	16
GS36	10
GS36	6
GS37	12
GS38	10
	<hr/>
	367

Session	Count
PS01	8
PS02	4
PS03	7
PS04	23
PS05	27
PS06	2
PS07	5
PS08	5
PS09	24
PS10	3
PS11	11
PS12	7
PS13	3
PS14	2
PS15	5
PS16	11
PS17	27
PS18	2
PS19	23
PS20	4
PS21	8
PS22	6
PS23	6
PS24	6
PS25	1
PS26	35
PS27	5
PS28	15
PS29	2
PS30	11
PS31	21
PS32	4
PS33	29
PS34	14
PS35	33
PS36	9
PS37	11
PS38	4
PS39	3
PS40	7
PS41	14
PS42	3
PS43	12
PS44	21
PS45	17
PS46	31
	<hr/>
	531

NAOC 2006 Presentations By Day By Room

Date	Room	Count
Wednesday, October 4, 2006	Olmecca 4	22
	Olmecca 5	22
	Olmecca 6	22
	Ulúa 1	22
	Ulúa 2	22
	Ulúa 3	22
	Ulúa 4	22
	Ulúa 5	22
	<hr/>	176
Thursday, October 5, 2006	Olmecca 4	22
	Olmecca 5	21
	Olmecca 6	22
	Ulúa 1	22
	Ulúa 2	22
	Ulúa 3	22
	Ulúa 4	22
	Ulúa 5	22
	<hr/>	175
Friday, October 6, 2006	Olmecca 4	22
	Olmecca 5	22
	Olmecca 6	22
	Ulúa 1	21
	Ulúa 2	22
	Ulúa 3	22
	Ulúa 4	22
	Ulúa 5	22
	<hr/>	175
Saturday, October 7, 2006	Olmecca 4	22
	Olmecca 5	22
	Olmecca 6	22
	Ulúa 1	22
	Ulúa 2	22
	Ulúa 3	22
	Ulúa 4	22
	Ulúa 5	22
	<hr/>	176

Session Title

Special Symposia

- SS01 Emerging Infectious Wildlife Diseases: Impacts on Birds and the Role of Ornithology
- SS02 Population Status and Ecology of Royal and Sandwich Terns in the Americas
- SS03 Systematics, Genetic Diversity and Conservation of Raptors
- SS04 Alexander F. Skutch Memorial Symposium
- SS05 Ecology of Migrant Birds in Winter
- SS06 Colonial Waterbirds on Urban Islands: Indicators of Ecosystem Health in a Complex Environment
- SS07 ABC/PIF Conservation 2006
- SS08 Raptor Migration: Ecology and Conservation in the New World
- SS09 Migration Routes and Winter Ranges of Oceanic Seabirds
- SS10 Swallows of the Americas: Comparative Approaches to Exploring Processes Affecting Behavioral Decisions and Demographic Patterns in Birds
- SS11 Avian Distributional Change, Anthropogenic Challenges, and Recent Avian Research and Technological Advances within the US-Mexico Border Region
- SS12 Avian Conservation in Mexico
- SS13 Cuban Ornithology: Research and Conservation of Migrant and Resident Birds
- SS14 Compañeros en Vuelo Mesoamerica (Partners in Flight Mesoamerica)
- SS15 The Promise of Multi-stakeholder Management Initiatives for the Cerulean Warbler
- SS16 The Boreal's Birds: Threads that Tie Together America's Ecosystems
- SS17 The Effects of Environmental Pollution on Birds: From Physiology to Populations
- SS18 New Directions in Urban Bird Ecology and Conservation
- SS19 Constraints on the Evolutionary Diversification of the Life Histories of Temperate and Tropical Birds
- SS20 Evolutionary and Ecological Perspectives of Sexual Selection
- SS21 Systematics and Comparative Avian Biology in the 21st Century
- SS22 Bird Monitoring Networks of the Americas: From Census to Outreach
- SS23 Avian Ecological and Evolutionary Physiology in the New Millennium
- SS24 The Challenges of Intercontinental Migration: Eastern and Western Perspectives

General Sessions

- GS01 Body Condition and Avian Ecology
- GS02 New Insights on Avian Color
- GS03 Determining Linkages Between Breeding and Wintering Populations
- GS04 Conspecific Attraction and Habitat Modeling
- GS05 Patterns of Habitat Use in Birds
- GS06 Forest Management: Fire and Birds
- GS07 Forest Management: Timber Harvest and Birds
- GS08 Nest Success in Temperate Migrant Birds
- GS09 Landscape Ecology
- GS10 Parasitism
- GS11 Protecting Areas of Conservation Concern
- GS12 Ecology of the Post-fledging Period
- GS13 General Aspects of Bird Migration
- GS14 Stopover Ecology of Migrant Birds
- GS15 Ecology of Birds During Winter
- GS16 Tern Breeding Biology
- GS17 Shorebird Conservation
- GS18 Waterbird Foraging Habits
- GS19 Climate and Birds
- GS20 Human Impediments to Bird Movements
- GS21 Life Histories of Birds
- GS22 Effects of Pollution and Contaminants on Birds
- GS23 Understanding Molt and Molt-migration in Birds
- GS24 Urban Ecology
- GS25 Conservation Policy
- GS26 Morphology
- GS27 Population Dynamics
- GS28 Community Ecology
- GS29 Mating Tactics
- GS30 Clutch, Brood, and Sex Ratio Evolution
- GS31 Nesting and Parental Behavior
- GS32 Finding and Defending Territories
- GS33 Song Learning and Song Variation in Birds
- GS34 Understanding Vocalizations By Using New Methodology
- GS35 Systematics of Higher Taxonomic Groups
- GS36 Systematics of Species or Near Species
- GS36 Systematics of Species or Near Species
- GS37 General Evolutionary Patterns in Birds
- GS38 Foods and Food Habits of Tropical Birds

Session Title

Poster Sessions

- PS01 Basic Behavior
- PS02 LEK and Arena Behavior
- PS03 Dispersal
- PS04 Reproductive Behavior
- PS05 Nesting Success
- PS06 Post-fledging Behavior
- PS07 Parasitism
- PS08 Reproductive Strategies
- PS09 Bird Communities
- PS10 Territorial Behavior
- PS11 Winter Ecology
- PS12 Urban Ecology
- PS13 Population Trends
- PS14 Interseasonal Effic.
- PS15 Plant-bird and Other Tropical Interactions
- PS16 Population Dynamics
- PS17 Habitat Selection and Use
- PS18 Effect of Climate Change on Birds
- PS19 Habitat Manipulations and Bird Populations
- PS20 Habitat Models
- PS21 Landscape Ecology
- PS22 Coffee and Birds
- PS23 Pollution
- PS24 Ecotourism
- PS25 Bird Damage
- PS26 Single Species Conservation
- PS27 Direct Effects of Humans on Bird Populations
- PS28 Grassland Bird Management
- PS29 Reintroductions
- PS30 Conservation Policy
- PS31 Monitoring
- PS32 Higher Level Systematics
- PS33 Systematics of Species and Species Groups
- PS34 Evolution in Birds
- PS35 Foods and Foraging Behavior
- PS36 General Patterns of Migration
- PS37 Stopover Ecology
- PS38 Linking Breeding and Wintering Areas
- PS39 Morphology
- PS40 Color and Plumage
- PS41 Physiology
- PS42 Body Condition
- PS43 Avian Disease
- PS44 Basic Vocalizations
- PS45 Miscellaneous Topics in Ornithology
- PS46 New Methodologies in Ornithology

NAOC 2006 - General Summary

			<i>TOTAL</i>	<i>PAID</i>	<i>DUE</i>
Complimentary Registration Fees	\$0.00	44	\$0.00	\$0.00	\$0.00
Professional Registration Fees - Early	\$350.00	718	\$251,300.00	\$250,600.00	\$700.00
Professional Registration Fees	\$450.00	69	\$31,050.00	\$30,150.00	\$900.00
Professional Registration Fees - Late	\$550.00	18	\$9,900.00	\$9,900.00	\$0.00
Student Registration Fees - Early	\$150.00	584	\$87,600.00	\$87,450.00	\$150.00
Student Registration Fees	\$225.00	33	\$7,425.00	\$7,200.00	\$225.00
Student Registration Fees - Late	\$350.00	21	\$7,350.00	\$7,350.00	\$0.00
Latin American Professional Registration Fees - Early	\$175.00	90	\$15,750.00	\$15,750.00	\$0.00
Latin American Professional Registration Fees	\$275.00	7	\$1,925.00	\$1,925.00	\$0.00
Latin American Professional Registration Fees - Late	\$350.00	18	\$6,300.00	\$6,300.00	\$0.00
Latin American Student Registration Fees - Early	\$100.00	105	\$10,500.00	\$10,400.00	\$100.00
Latin American Student Registration Fees	\$160.00	26	\$4,160.00	\$4,160.00	\$0.00
Latin American Student Registration Fees - Late	\$200.00	5	\$1,000.00	\$1,000.00	\$0.00
One-Day Registration Fees	\$200.00	5	\$1,000.00	\$1,000.00	\$0.00
Exhibitor Registration Fees	\$1,000.00	14	\$14,000.00	\$14,000.00	\$0.00
Guest Registration Fees	\$150.00	78	\$11,700.00	\$11,700.00	\$0.00
Closing Fiesta Jarocho Fees - Regular (Saturday, 10/7/06)	\$25.00	576	\$14,400.00	\$14,275.00	\$125.00
Closing Fiesta Jarocho Fees - Regular (Saturday, 10/7/06)	\$10.00	401	\$4,010.00	\$3,990.00	\$20.00
All-out Ostrich Uproar 5K Run Fees (Saturday, 10/7/06)	\$5.00	110	\$550.00	\$550.00	\$0.00
Paper Copy of Abstract Book Fees	\$25.00	283	\$7,075.00	\$7,000.00	\$75.00
Processing Fees	\$40.00	56	\$2,240.00	\$2,240.00	\$0.00
			<u>\$489,235.00</u>	<u>\$486,940.00</u>	<u>\$2,295.00</u>