

BYLAWS OF THE ALABAMA ORNITHOLOGICAL SOCIETY'S

ALABAMA BIRD RECORDS COMMITTEE

I. Name, Affiliation, and Definitions

A. Name. The official name of this organization shall be the "Alabama Ornithological Society's Alabama Bird Records Committee" which may be shortened to the "Alabama Bird Records Committee (ABRC)" and is hereafter referred to as the "Committee".

B. Affiliation. The ABRC is considered a Special Committee of the Alabama Ornithological Society (AOS).

C. Definitions. The phrase "AOS Area" used in this document refers to Alabama and Northwest Florida (that part west of the Apalachicola River).

II. Purposes

A. Validate records of birds from only the State of Alabama and adjacent waters. "Adjacent waters" is herein defined as that area described as follows: From a point on the Alabama-Mississippi State Line at 30.386837° North and 88.395921° West, go 177.60° for 424.76 feet along the state line to a point at 30.385670° North and 88.395854° West; Then go 177.98° for 6,301.96 feet along the state line to a point at 30.368360° North and 88.394993° West; Then go 177.99° for 45,016.40 feet along the state line to a point at 30.203476° North and 88.386827° West; Then go 180.57° for 15,013.98 feet along the state line to a point at 30.161995° North and 88.386925° West, which represents the southwest corner of Alabama Oil and Gas Lease Block. From this point drop due south to the Economic Exclusion Zone (EEZ) at 25.699453° North and 88.386925° West. From this point follow the EEZ boundary east-northeast to a point 25.95660° North and 87.518341° West. From this point trace due north to a point 30.228481° North and 87.518341° West at the Alabama-Florida State Line.

B. Maintain permanently the original bird records and all Committee votes and comments for use by future bird students.

C. Publish at least minimal data on all records receiving a decision.

D. Provide a means by which sight records can gain universal acceptance as valuable scientific data.

E. Increase knowledge of the birds of Alabama.

F. Establish standards of observation and reporting against which field observers may

compare their own techniques.

G. Keep or cause to keep the official Alabama State List.

III. Membership

A. Committee

1. Number and Definitions.

The Committee shall consist of seven, voting "Members," one of whom may be the "Secretary," each with one vote. If the Secretary is not concurrently a voting Member, an eighth Member will be elected to fulfill the requirement to maintain seven voting Members. The Members and the Secretary will only be elected by Committee members eligible to participate in an election, using the procedures described in this document. As a Special Committee of the AOS, the Committee is not required to contain two members of the AOS Board of Directors.

2. Residency

The maximum number of voting Members who, at the time of appointment, do not reside in the AOS area will be two (2).

B. Qualifications. Anyone is eligible to become a Member if, in the estimation of the existing Members, that person has demonstrated an expert ability in and knowledge of field identification of birds, is an Active Member of the Alabama Ornithological Society, actively birds within the AOS area, and participates in the AOS birding community.

C. Members.

1. Election and Term of Office.

a. The seven voting Members shall be elected on a staggered basis, each for a term of five years. Election shall be by vote of a quorum present in person or represented by written ballot at the Annual Meeting of the Committee. Proxies shall not be used in this election, but an absent Member may vote by indicating their choice in writing prior to the meeting. The candidates receiving the largest number of votes shall be elected; if necessary, ties shall be decided by an additional ballot(s) listing only those persons tied. Election should be by secret ballot if there are more nominees than available positions.

At least one qualified alternate electee may be selected for each open position based on the number of votes received at the election. The alternate electee will be offered the position if the winner declines to join the committee. If no electee accepts the position, the election process will

be repeated.

b. Members take office at the close of the Annual Meeting at which they were elected and serve until the close of the fifth Annual Meeting after election. The Members-Elect may, at the discretion of the Committee, be seated, without vote, during the remainder of the Annual Meeting at which they were elected.

c. Members must retire for one year before they may be considered for re-election.

2. Nominations. Nomination of Members shall be made only by other Members, and only in writing to the Secretary at least 30 days prior to the Annual Meeting. Each nominator may make a maximum of one nomination per each vacancy. Prior to the election, it is not a requirement for the nominator to obtain confirmation of willingness to serve from the nominee(s) they submit. If the total number of nominees is not sufficient to fill the vacant seats, it is the responsibility of the Secretary to nominate the number of persons required. The Secretary shall mail the names of the nominees to all Members at least three weeks in advance of the Annual Meeting.

D. Secretary.

1. Qualifications.

The Secretary must have been a Member for at least one year (not necessarily the previous year). The Secretary will be a resident of the AOS area.

2. Election and Term of Office.

a. The Secretary shall be elected for a term to be determined by the Committee, which may include an indefinite term. Election shall be by vote of a quorum present in person or represented by written ballot at the Annual Meeting of the Committee. Proxies shall not be used in this election, but an absent Member may vote by indicating choices in writing prior to the meeting. The candidate receiving the largest number of votes shall be elected; if necessary, a tie shall be decided by an additional ballot(s) listing only those persons tied. The Secretary, if present, shall conduct the election. All Members, including the candidate, may vote.

b. At the close of the Annual Meeting where the election took place, the new Secretary takes office.

c. The Secretary may also concurrently be a Member, elected and serving in the manner and duration of other Members.

d. A Secretary serving an indefinite term of Membership may be removed

from office by a majority vote at the Annual Meeting of the Committee. Votes must be cast in person by attending Members, and proxies shall not be used.

3. Nominations. Nominations for Secretary shall be made only by Members and only at the Annual Meeting, either in person or by letter to an attending Member. Each nominator may make a maximum of one nomination, and may not nominate themselves. It is the responsibility of the nominator to obtain confirmation of willingness to serve as Secretary from the nominee they submit.

4. Duties.

a. Receive, circulate, and file all bird records and supporting data submitted to the Committee. Whenever possible the records filed should be originals, as copies fade with age.

b. Vote on bird records (see Voting) and in all elections if concurrently a Member.

c. When possible, procure additional data on records when deemed desirable by a Member, and especially when a record is to come up for discussion at a meeting of the Committee.

d. Prior to any meeting, furnish Members with a list of post-second-circulation records to be discussed.

e. Tabulate the results of all votes of the Committee.

f. With the approval of the Members, appoint chairpersons of subcommittees.

g. Call and preside at Committee meetings.

h. Keep current the Review List, furnish it to anyone upon request, and occasionally publish it in *Alabama Birdlife* and/or *The Yellowhammer*. The secretary will also make sure that a current version of the review list is posted on the AOS web site.

i. Furnish Members with such equipment as needed, including Validation Forms.

j. Furnish Members with a list of nominees for membership election at least three weeks prior to the Annual Meeting.

k. Furnish anyone, upon request, with copies of all evidence, including Committee comments (without Members' names), concerning any accepted or rejected bird record.

- l. Furnish Report Forms to anyone upon request and free of charge.
- m. Keep current, or cause to keep current, a master copy of these Bylaws and assure that they are appropriately applied.
- n. Keep or cause to keep minutes of meetings of the Committee.
- o. Distribute to Members and the Alabama Bird Records Compiler results of voting on completed records circulated prior to the Annual Meeting of the Committee.
- p. Serve as an ex-officio member of the AOS Board of Directors.

E. Vice-Secretary. [deleted]

F. Removals. Any Member who fails to submit a vote on a record to the Secretary within four months of the date on which the Member receives the record is automatically removed from the Committee. The Committee may also remove, for cause, any Member who is in any other way delinquent in their duties. Any removal that is not automatic must be accomplished at a meeting of the Committee and requires that a majority of all other Members vote in favor of removal. Absent Members may vote by written ballot to the Committee.

G. Vacancies and Special Elections. If the Committee loses a Member during mid-term (through death, resignation, removal, etc.), the Secretary shall immediately conduct an election, termed a Special Election, for the purpose of filling the vacancy. A Special Election may be conducted at a meeting or by individual contact (mail, telephone, etc.), whichever is most expedient in the opinion of the Secretary. The manner of nomination and election shall be similar, with appropriate exceptions, to the regular selection of a Member or Secretary, whichever pertains. The person elected shall serve the unexpired term of the person being replaced.

H. Compensation. Neither the Secretary nor any other Member may receive compensation for services, but may be reimbursed by the Treasurer of the Alabama Ornithological Society for expenses reasonably incurred in the performance of duties.

IV. Meetings

A. Annual Meeting. An Annual Meeting of the Committee shall be held once a year, at a time and place set by the Secretary, in consultation with the Members, for the purpose of election and for transacting such other business as may be brought before the Committee. The Secretary must give to all Members prior notice of the Annual Meeting, together with an agenda and list of nominees for Members.

B. Special Meetings. Special Meetings of the Committee may be called by the Secretary

or by agreement of four or more Members. Whoever calls the meeting must notify and provide an agenda to each Member prior to the meeting.

C. Quorum. Four Members in good standing, present in person, not by proxy, shall constitute a quorum for any meeting of the Committee.

V. Bylaws

A. Formation. All Bylaws and other procedures of the Committee are to be determined by and only by the Committee, except that they may not obligate the Alabama Ornithological Society, its Membership, its Board of Directors, nor any other components of the Alabama Ornithological Society to any actions or obligations without express approval of the Alabama Ornithological Society Membership or Board of Directors.

B. Review. At least once every five years, the Committee will review the Bylaws and update or change them as necessary.

C. Changes. These Bylaws may be changed by a majority vote of a quorum at any Committee meeting. When the Committee changes the Bylaws, it will indicate the revised date on the master copy of the Bylaws.

VI. Bird Records

A. Definitions. For the purposes of this Committee and these Bylaws the following definitions are established:

1. A "record" is considered to be written or other documentation submitted to the Committee as proof of the identity of a sighted, heard, collected, banded, or photographed bird. In the special case of sightings of multiple review list species occurring in the same general geographical location around the same period of time, the Secretary will endeavor to arrange the data provided in separate, reviewable records representing distinct, unique, or 'new' individual birds or groups of individual birds for the species in question.
2. The "Review List" is that most recent list of species that will be accepted for review by the Committee.

B. Records Treated.

1. Records only from the State of Alabama and adjacent waters (as defined in II.A.) will be treated.
2. The species treated will be as determined from time to time by the Committee. In general, the Review List consists of species with fewer than 10 records in the

state, and of species with fewer than two records within the last 10 years, as accepted either by the Committee or the Alabama Bird Records Compiler. The Review List will be updated on a regular basis by the Compiler or Secretary using the above general criteria. Proposed changes will be sent to the Committee for review and comment before being made final or published. Records of species not on the Review List, but for which there are no accepted records for Alabama, will be treated. Records for first-generation hybrids of two Review List species will be treated. Records for closely-related species complexes (e.g. Couch's/Tropical Kingbird) will also be reviewed when all members of the complex qualify for the Review List, and where an identification to the singular species involved may not be possible using the evidence presented.

3. The criteria for inclusion on the Review List, and the species listed, will be reviewed at least once every five years.
4. The Secretary will be sure that the Review List is duplicated, made available to all who request it, occasionally published in *Alabama Birdlife* and/or *The Yellowhammer* and posted on the AOS web site.
5. Records based on specimens or bandings will be accepted and treated in the same manner as other records.
6. After attempting to obtain details from the observer(s), any record, whether published or not, old or new, may be submitted by a Member or other person, whether or not they were an observer. An exception to this is a record that has received a previous Committee Decision (see Resubmission).
7. Records concerning species that are only locally or temporally rare in Alabama will not be treated.
8. Records for recognized sub-species may be forwarded by the Alabama Bird Records Compiler to the Committee for evaluation and voting if the accepted state records for the sub-species in question meet Review List criteria (VI.B.2.) Sub-species records received by the Committee from sources other than the Alabama Bird Records Compiler will not be treated. Sub-species records occurring prior to formation of the Committee (20 September 1987) will be treated the same as pre-Committee records for full species (VI.B.9 and VI.B.10.).
9. Records occurring prior to formation of the Committee (20 September 1987), not already considered subsequent to that date by the Committee, shall be evaluated solely by the Alabama Bird Records Compiler. If such evaluation would change the official status of the species on the Alabama State List, this decision will be made in consultation with the Committee.
10. Records occurring on or after formation of the Committee (20 September 1987) for species on the Review List on the date of occurrence, but that have since been removed from the Review List, will be reviewed by the Committee if

acceptance of the record would create a new, chronologically-ordered 1st, 2nd, or 3rd, state record. All other records of this type will be evaluated solely by the Alabama Bird Records Compiler if the acceptance would create a 4th or higher chronological state record; consultation with the Committee on these decisions is at the discretion of the Compiler.

11. Introduced Species.

The Committee defines an introduced species as a species not resident in Alabama, not a seasonal migrant through the state, not a species part of a re-introduction effort for conservation, and not a naturally occurring wild vagrant arriving without human assistance. In general introduced species are present due to current or historic escapes or purposeful releases from human captivity.

All records submitted for Committee review of introduced species, including potential additions to the official state list, must be supported by evidence of occurrence within Alabama in the form of photograph(s), video, or a specimen archived in an ornithological collection. Records consisting of visual-only or heard-only evidence for introduced species will not be reviewed by the Committee.

Once individuals of introduced species are documented within Alabama, the species will be considered for addition to the state list if either (a) it establishes itself in the form of a viable population meeting six (6) establishment criteria listed below, or (b) it is determined by the Committee to have arrived in Alabama by natural dispersal from a population determined established by the bird records committee with jurisdiction over the state of origin.

(a) The six (6) criteria required for a species to establish itself before the Committee will consider it for addition to the Alabama state list are:

- i. There is a relatively contiguous population of interacting individuals rather than only a scattering of isolated individuals or pairs.
- ii. The population is unlikely to become the subject of a control program where eradication may be a management goal likely to succeed.
- iii. The population is large enough to survive a routine amount of mortality and nesting failure. Although an exact threshold cannot be given that fits all species, a typical expectation here would be a population size of at least several hundred.
- iv. Sufficient offspring are being produced to maintain or increase the population.
- v. Starting from the date of appearance of the first individual bird(s) within Alabama, the population has been present for at least 15 years.
- vi. The population is not directly dependent on human support such as reliance on bird feeders for survival or periodic releases of new individuals to sustain the population.

Once these six (6) criteria have been met, written proposals to add an introduced species to the official state list will be accepted by the

Committee from the Secretary, a Member, an observer, or any other person. The written proposals will be collected by the Secretary and included in a Committee meeting agenda for discussion and possible voting. If voting occurs and less than two “non-accept” votes are cast, the introduced species will be added to the official state list.

Subsequent Committee treatment of the species' status and records of its occurrence in Alabama will be governed by the established procedures provided in Bylaws VI.C to VI.G.

(b) Proposals claiming the appearance of an introduced species in Alabama due to natural dispersal from an established population outside the state will first be reviewed by the Committee in a meeting. If a majority of the members present agree the proposal merits a full Committee vote, the proposal becomes a numbered ABRC record to be reviewed and voted upon by each Committee member outside of a meeting using the established procedures for record review described in Bylaws VI.C. to VI.G.

The Committee has chosen to accept four (4) introduced species that existed on the official state list prior to formation of the Committee and continue to be considered established within Alabama. These species are: Rock Pigeon, House Finch, European Starling, and House Sparrow.

If the Secretary, a Member, an observer, or any other person, believes either one of these four (4) species or an introduced species added to the state list under provisions of bylaw VI.B.11. is no longer established within Alabama, the Committee will accept written proposals describing why the species should no longer be considered established and removed from the state list. The proposals will be collected by the Secretary and included in a Committee meeting agenda for discussion and possible voting. If voting occurs but less than two “remove from the list” votes are cast, the introduced species will not be removed from the official state list.

C. Submission. Records should be, but need not be, submitted on the Committee's official Report Form. The official form is available to all on the web site of AOS. The Secretary should see that these forms are readily available at no charge to all that request them.

D. Resubmission. A record that has received a final Committee decision, whether accepted or rejected, and even though published in the Committee Annual Report, may be resubmitted by the Secretary, a Member, an observer, or any other person, if and only if there becomes available new and substantial documentary evidence that might reverse the decision. For a record rejected because of questionable origin, such evidence might include the recognition of a natural pattern of occurrence. Such a record must be resubmitted and circulated as if never before submitted, except that it should be accompanied by all previous votes and comments of the Committee, its publication status,

and all new evidence marked as such.

E. Circulation Procedures.

1. Initial Receipt by Secretary. Upon receipt of a record, the Secretary should do the following:

- a. Affix to it a unique number, consisting of the year of receipt (not the year of observation) followed by a hyphen and the next available unused number, starting with "1", for that year. If a record is represented by descriptions from more than one person, each description should receive the same number followed by a capital letter in sequence beginning with "A".
- b. Record in a safe place at least the name of the reporter, the name of the bird species, the date and locality of the record, and the record's number.
- c. Check the description for completeness and clarity and, if deemed desirable, request additional information from the reporter or other observers. Details thus acquired must be clearly marked as such and kept separate from the original submission; the original submission should not be returned to the reporter except in copy form.
- d. Vote on the record if a Member (see Voting).
- e. Provide the record (along with other records, if desired) to the members for review using the method the secretary deems most appropriate. This could include sending original reports and photos; sending a CD; sending emails; or posting the record on a web site and sending an email to each Member that includes a link to the web site. If a Member requests original reports and photos, the Secretary will send them to the Member.

2. Receipt by Member. Upon receipt of a record, the Member should do the following:

- a. Judge its validity and submit a vote within 3 months.
- b. Send the record to the next Member as soon as possible if the record is being circulated by round-robin postal mailing.
- c. Send the completed Validation Form to the Secretary as soon as possible.
- d. The last Member to vote should return any original, non-digital record to the Secretary.
- e. Proposed lengthy absences from a Member's mailing address should be

reported to the Secretary. The circulation may be rerouted to accommodate such absences.

3. Recirculation.

a. A record shall be recirculated automatically, together with the votes and comments of every member from the previous circulation (without the Members' names), if it does not receive a decision vote on the first round.

b. If after recirculation the record still has not received a decision vote, it will be kept by the Secretary until it can be discussed at a meeting of the Committee. Before the meeting, the Secretary should distribute the record to each Member to study and consider the record before the meeting, but no Member is to vote until after discussion at a meeting of the Committee.

c. The Secretary should solicit additional information from the reporter or other observers for any record scheduled to come before the assembled Committee.

d. Prior to each meeting, the Secretary should inform Members of any post-recirculation records scheduled for discussion.

e. A record that has not received a decision vote after two circulations is to be discussed and voted upon at a meeting of the Committee. A record will be accepted if fewer than two "non-accept" votes are cast at this meeting. The final decision must be made at the first meeting in which the record is discussed.

f. Regardless of whether or not a "final" decision is reached during the two circulations (but not at a meeting), the Secretary, any Member, or the Alabama Bird Records Compiler may bring up a controversial record for discussion at a meeting of the Committee.

g. Regardless of whether or not a "final" decision is reached during the first circulation (but not during the recirculation or at a meeting), the Secretary may recirculate a record if they feel the Committee's comments or those of the Alabama Bird Records Compiler might alter the decision.

h. All decisions are final unless a record is to be resubmitted.

4. Reminder. If the Secretary does not receive a vote on a record from any Member within three months from the date the Secretary transmits that record to the Member, the Secretary will issue a reminder to that Member that a vote is due within three months of the date of receipt of a record and will tell that Member that failure to turn in votes within four months of the date of receipt of a record will lead to automatic removal.

F. Voting.

1. Validation Forms. The vote of each Member, together with comments, must be submitted on an official Validation Form. This form must include spaces for at least the: (a) record number, (b) name of the species, (c) name of the Member, (d) date of review, (e) number of the circulation, (f) Member's decision, and (g) comments.

2. Voting Categories.

- a. Accept.
- b. Reject, origin questionable.
- c. Reject, identification questionable.

Note: (b) and (c) are both termed "non-accept" votes.

3. Abstentions. Members may abstain from voting, if, in their opinion, they do not personally feel expertly qualified to pass judgement.

4. Secretary Vote. If also a voting Member, on the first circulation the Secretary must vote prior to seeing the comments of any other Member.

5. Comments. On all circulations, votes and abstentions should be supported by appropriate comments. Member comments may provide important information to other Members during subsequent circulations and are frequently used by the Secretary when writing observers about Committee decisions. Providing written comments and opinions with all votes, where appropriate, is to be considered a duty of every Committee Member. When appropriate, the Secretary is empowered to return Member validation forms and request that comments be made supporting their decisions. Members should be aware that all written comments (without Member's names) are considered in the public domain and are open for review by anyone, at anytime, upon request (see also section III.D.4.k. of these Bylaws).

6. Consultations. On the first circulation, a Member should not discuss a record with another Member prior to both having voted. On the second circulation, pre-vote discussions with other Members are acceptable. On any circulation, a Member may consult anyone outside the Committee before Voting.

7. Voting Criteria. Except for the categorization of a species as "Category B" (see below), the criteria used by a Member for acceptance or rejection of a record are an individual matter and should not be treated by these Bylaws.

8. Change in Members.

- a. A circulation in progress at the time a new Member(s) is elected to fill an expired term will be completed by the retired Member(s). Subsequent circulations, and hence in some cases final voting, will be completed by the new Member(s).
- b. A circulation in progress at the time a Member leaves the Committee before their term expires (e.g. removal or resignation) but before their votes are received, will be completed by the active Members that remain. Any records not reaching a decision with the votes collected will be held open until a replacement Member(s) is elected and is able to review and vote on the undecided records. If significant, new evidence is obtained related to one of these undecided records before they are sent to the replacement Member(s), the Secretary may invalidate the other Member votes previously collected and recirculate the entire record again, including the new information, to the entire Committee.

If the votes of the leaving Member are received prior to their departure from the Committee, these votes will be recorded and counted in accordance with Bylaw VI.F.10 describing how circulation decisions are judged.

9. Tabulation. The voting results are tabulated by the Secretary after all Members have voted.

10. Decision from Circulations. On any circulation round, with all Members voting:

- a. A record is considered accepted if it receives a unanimous "accept" vote.
- b. For the first three records of a species, if there is one "non-accept" vote on the initial circulation, the record is recirculated; on the second circulation, the record is accepted if it receives no more than one "non-accept" vote. After three records have been approved for a species, a record is accepted on the first circulation if it receives no more than one "non-accept" vote.
- c. A record is considered rejected if it receives any combination of four or more "non-accept" votes.
- d. A record is to be recirculated, or after two circulations is to be presented at a meeting, if it receives votes in any combination other than in (a), (b), or (c) above.

11. Voting at Meetings. Votes on records reviewed during meetings may be cast either by written ballot or verbally by each member present at the meeting unless a member present requests voting only be conducted by written ballot.

- a. A record is accepted with a majority "accept" vote. A record is not

accepted with a majority "non-accept" vote. A tied meeting vote (2-2 or 3-3) will also be recorded as a "non-accept" decision.

b. The reason behind the "non-accept" decision will be determined and recorded by the majority count of **Reject, origin questionable** or **Reject, identification questionable** votes. Ties will be recorded as **Reject, origin and/or identification questionable**.

12. Category B Species.

a. For a species not on the state list, any sight record by less than three qualified observers, if accepted, will place that species on the "Category B" list.

b. A species may be moved to the official state list by acceptable physical evidence or by an occurrence witnessed by three or more qualified observers.

c. If a record for a Category B species is "accepted" but the physical evidence presented (photo, recording, specimen, etc.) for elevating the species to the full state list is equivocal, a majority of those Members reviewing the evidence must find it to be sufficiently clear to establish certain the identification before the elevation may be made.

G. Publication.

1. The decisions of the Committee shall be published annually, under the authorship of the Secretary and others if desired, in the form of an Annual Report, in *Alabama Birdlife*. A section of this Annual Report shall be devoted to bringing the Alabama State List up to date.

2. The published data for accepted and rejected records should include at least the name of the species, date(s) of observation, and locality. The names of all contributors may be published in a summary paragraph for the purpose of crediting those who made the discovery and/or provided documentation connected with a record. No connection will be indicated between these names and a specific record. The phrase "not accepted" should be used instead of "rejected." Other data may be added at the discretion of the Secretary and Members.

3. Publication of a full account of an occurrence should not take place until after acceptance by the Committee.

These Bylaws are a modification of the Bylaws of the Western Field Ornithologists' California Bird Records Committee.

Greg D. Jackson
20 September 1987

Revised 10 February 1990 [III.C.1.a., III.D.2., VI.G.]

Revised 13 October 1990 [III.A., III.C.1.a., III.C.2., III.D.2.a., III.D.3., III.D.4.h., III.D.4.n., III.E., IV.B., VI.B., VI.F.2.]

Revised 10 October 1992 [VI.F.3., VI.F.5., VI.F.12., VI.G.3.]

Revised 16 April 1994 [III.D.2.a., III.D.2.b., III.D.2.c., VI.F.13., VI.G.2.]

Revised 22 April 1995 [VI.F.10.]

Revised 10 October 1995 [II.A.]

Revised 15 February 1998 [change "Voting Member" to "Member" throughout document; III.A., III.C.1.a., delete III.C.1.d., delete III.D.1.a., III.D.4.m., VI.B.2., VI.F.4., VI.F.5.]

Revised 28 October 2001 [III.C.2., III.D.3., VI.A.1., VI.A.2., VI.F.5., VI.F.12.c.]

Revised April 17, 2004 [III.C.1.d., III.D.1.a., III.D.4.h., III.F., III.H., V.B., V.C., VI.B.4., VI.C., VI.E.1.e., VI.E.2.b., VI.E.2.c., VI.E.2.d., VI.E.3.b., VI.F.11., VI.F.12.b.] [grammar changes, deletion of the notation "deleted," adding references to the AOS website, authorizing digital record distribution and directing the Secretary to distribute for study records pending after recirculation]

Revised November 15, 2005 [III.F, VI.B.2, E.2.a, E.4, F.4] [changing the provision on removal of a member; changing the review list from under 20 "acceptable" records to fewer than 10 or fewer than 2 in last 10 years; revising the requirement for the timing of the secretary's vote; imposing a time limit on any member's vote; and imposing a duty on the secretary to remind any member who has not voted within three months]

Revised March 2, 2007 [III.A, C.1.a, D.1&2, D.4.b, D.4.o, VI.B.9, E.1.d, E.3.e-g, F.4] [changed Secretary's term from two years to one determined by Committee; added provision for eighth Committee position when Secretary is not a voting member; added provision for Secretary to either be voting or non-voting member; added requirement for Secretary to distribute vote decisions for review by members and State Bird Records Compiler prior to next annual meeting; added provision for Committee review of pre-1987 historical state records when addition/deletion of record would change the official state list; clarified procedure for deciding meeting votes; added State Bird Records Compiler to those who may request a decided record be discussed at the next annual meeting and whose comments may be used by the Secretary when circulating a record decided after one circulation for re-review]

Revised November 25, 2009 [III.A.1&2, B, D.1] [revised residency requirement to allow

up to two (2) Members who do not reside in the AOS area; added qualification that Members actively bird within the AOS area and participate in the birding community; added requirement that Secretary be a resident of the AOS area]

Revised November 10, 2010 [I.C & VI.B.2][added definition of AOS Area; clarified Committee treatment of hybrids and species complexes]

Revised January 15, 2012 [VI.B.10, F.8, & G.2] [added clarification on handling post-ABRC creation records no longer on the Review List; added directions on how to complete an active record set vote if a Member leaves before their term is expired; revised public reporting instructions to allow publishing names of record contributors]

Revised May 9, 2014 [I.B., I.C., III.A.1., III.D.4.p., V.A., VI.B.8.][added clarification of Committee's relationship to AOS in response to the 2013 re-incorporation actions of the society; added a path for the Compiler to bring subspecies before the Committee for review]

Revised January 15, 2016 [II.A., III.C.1., VI.B.11.][added latitude/longitude coordinate definition for adjacent waters; increased length of member term from three to five years; added criteria to describe when the Committee will consider an introduced species to be eligible for addition to the official state list and procedure to evaluate and vote on the addition]

Revised March 15, 2020 [VI.B.2, VI.F.7&12.][Removed requirement for a meeting vote to revise the Review List. Re-named the group of species formerly referred to as 'hypothetical' with new name 'Category B.']

Revised December 18, 2022 [III.C.1&2., III.D.2&3., VI.B.6., VI.E.3., VI.F.1,11&13] [Removed requirement for member to confirm before elections their nominee(s) are willing to serve on the committee. Re-worded option to elect backup electees. Replaced or removed gender-specific pronouns. Added allowance for record votes at meetings to be cast verbally, in-person. Clarified member voting forms returned during the two circulation rounds must be returned with the Comments sections not blank. Clarified criteria for tied meeting vote decisions and recording of reasons for non-accept decisions.]

Revised February 17, 2024 [VI.B.1] Modified and clarified procedure whereby non-native (exotic/introduced) species may be added to the state list.

[end]