



Annual Meeting of the NORTHEAST BAT WORKING GROUP

January 8-10, 2014 at the Holiday Inn, Clinton, New Jersey

The Northeast Bat Working Group (NEBWG) is happy to continue the tradition of bringing together scientists, conservationists, educators, and enthusiasts to support and inform each other's work on behalf of bats. The annual meeting is a terrific opportunity to share research findings, interact with fellow professionals, and inspire new approaches for studying and conserving bats. We hope you'll attend!

NEBWG is soliciting abstracts for presentations and posters for this meeting. We welcome abstracts on variety of topics relating to the status, biology, ecology, behavior, study methods, or conservation of bats and their habitats. **Abstracts are due December 2, 2013.** Instructions for submitting abstracts are below.

We also welcome your ideas about the format and content of the meeting, including topics, panel discussions, and use of time. If you have a suggestion, please email Marilyn Kitchell by Dec 2.

We look forward to seeing you in New Jersey!

2014 Meeting Chairman:

Scott Reynolds
North East Ecological Services
603-545-7012
neesbats@comcast.net

2014 Meeting Host:

MacKenzie Hall
Conserve Wildlife Foundation of NJ
908-782-4614 x 104
mackenzie.cwf@gmail.com

Co-Host:

Mick Valent
NJDFW Endangered and Nongame
Species Program 908-638-4127
mike.valent@dep.state.nj.us

Abstracts Coordinator:

Marilyn Kitchell
US Fish and Wildlife Service
973-702-7266 x 13
marilyn_kitchell@fws.gov

Meeting Times: The 2014 NEBWG meeting will be held from ~1:00 pm on Wednesday, January 8th to ~noon on Friday the 10th. The meeting will consist of presentations and poster sessions, panels, break-out sessions, exhibitors and vendors, time for unstructured networking and idea sharing, and group socials. Additional workshop(s) may be available before/after the meeting.

Registration: The registration cost is \$70.00 (\$75.00 after December 20th at 5:00 pm EST or on-site). [REGISTER ONLINE HERE](#) and pay by credit card, check, or purchase order. Registration includes all meetings, refreshments at breaks and socials, and a group luncheon on January 9th. On-site registration will be from 11:00 am – 5:00 pm Wednesday and 8:00 am – 12:00 pm Thursday.

- **Government employees:** This credit card transaction may be viewed as a “retail purchase” and therefore blocked, so contact your billing team to clear the transaction before attempting to register.
- **Sponsors:** Sponsors are entitled to free registration(s) as well as exhibitor space and recognition in the program, depending on the level of support. You should receive a discount code *before* registering online. Please contact [MacKenzie Hall](#) to learn more about becoming a sponsor.
- **Problem registering?** Please contact MacKenzie.

Meeting Location: All meetings and socials will be held at the [Holiday Inn Clinton](#) located at 111 Main Street in Clinton, NJ. The hotel is 1/4 mile from I-78 exit 15 and is 45 minutes west of Newark Liberty International Airport. The Annandale Train Station and Transbridge Bus Terminal Park & Ride are nearby.

Lodging: Room rates at the [Holiday Inn Clinton](#) are \$107/night plus tax (the local per diem) for our NEBWG group. [Reserve your room by December 7th](#) to guarantee availability at the NEBWG rate. Breakfast with hot options and an omelet station is included. The entire hotel is newly renovated and has a pool, gym, and a bar/restaurant.

Food: Lunch will be provided on Thursday, and guests staying at the Holiday Inn will have a daily hot buffet breakfast included with their room. Several dining options can be found within 1 mile of the hotel in and around downtown Clinton. Branch out to nearby towns like Flemington, Frenchtown, or Milford for more choices. A list of local restaurants will be available at the meeting.

Cancellation Policy: Cancellations made on or before December 15, 2013 will be given a full refund. Cancellations after December 15 may be filled by another attendee, but no refunds will be given after that date. Please make any cancellations or substitutions via the [online registration page](#).

CALL FOR PRESENTATIONS AND POSTERS

INSTRUCTIONS FOR PREPARING AND SUBMITTING ABSTRACTS

Abstract submittal deadline is December 2nd, 2013. Presentations and posters will be selected and the authors notified by December 9th. (Remember that hotel room reservations should be made by December 7th!)

Abstracts should be < 300 words and include the name, organization, and address of authors, title, study justification, objectives, brief methods, summarized results, and discussion of results. Please underline the name of the author that will be presenting the paper. Please indicate if the abstract is for an oral or poster presentation. Submit abstracts electronically in Microsoft Word format to Marilyn Kitchell at marilyn_kitchell@fws.gov.

All oral presentations must be on Microsoft PowerPoint or Apple Keynote or Adobe PDF. If you are using PowerPoint, please be sure all photos, graphics, and videos are included in one folder with your presentation. Early submission of presentations via e-mail is strongly encouraged and will be accepted until 5:00 pm on January 7th. Presentations brought to the meeting must be on CD-rom or a flash drive.

A total of 10-15 minutes will be allotted for oral presentations, including time for answering questions. Your time allotment will be specified when we notify you. We may be able to accommodate longer presentations, so please write and inquire if you need more time.

Please follow the format guidelines below when preparing your abstract:

- Title should be in all capital letters, bold, and centered at the top of the page
- Include names and current addresses of authors after the title
- Italicize addresses of authors
- Underline the name of the presenter
- Indicate student presenters with an asterisk (*)
- Use 12-point Times New Roman font
- Use 1-inch margins on all sides
- Left Justify only

Example:

**ALLEGHENY WOODRAT (*NEOTOMA MAGISTER*) HABITAT
CHARACTERISTICS IN VIRGINIA**

Michael T. Mengak, Steven B. Castleberry, and W. Mark Ford. *D. B. Warnell School of Forest Resources, University of Georgia, Athens, GA 30602 (MTM, SBC); USDA Forest Service, Northeastern Research Station, Parsons, WV 26287 (WMF)*

(Oral Presentation)

SUGGESTED GUIDELINES FOR PREPARING POSTERS

- A. Should be no larger than 48 x 48 inches.
- B. Should be readable from a distance of 2 meters.
- C. Title should be capitalized with lettering at least 2 cm high (72 pt).
- D. Authors and institutional affiliations should be in upper- and lower-case lettering at least 11 mm high (42 pt).
- E. Text lettering should be at least 5 mm high (18 pt) with a line thickness of at least 1 mm.
- F. Information should be well organized and concisely presented. Most posters include the following sections: Abstract, Introduction, Materials and Methods, Results and Discussion, Conclusions, Literature Cited.
- G. Keep written text to a minimum. “Bullets” and short phrases are effective. Use no more than six illustrations (large graphs, flow charts, diagrams, and photographs). Keep captions and legends short and informative.
- H. No tape is allowed on the hotel walls, so you must mount your poster on a sturdy backing and display it on an easel (reserve an easel from [MacKenzie](#) if needed).
- I. You will be able to set up your poster as early as 9:00 am on January 8th. Your poster must be removed by 1:00 pm on Friday.

TENTATIVE AGENDA

Wednesday, January 8th, 2014

- 11:00 am – 5:00 pm Registration open
1:00 pm – 3:00 pm State summaries & WNS update
3:00 pm – 3:30 pm Break
3:30 pm – 5:00 pm Business meeting
5:00 pm – 7:00 pm Dinner on your own
7:00 pm – 10:00 pm Hospitality room open

Thursday, January 9th, 2014

- 8:00 am – 12:00 pm Registration open
8:15 am – 8:30 am Welcome and announcements
8:30 am – 10:00 am Paper sessions
10:00 am – 10:30 am Break and refreshments
10:30 am – 12:00 pm Paper sessions/Panel/Break-outs
12:00 pm – 1:30 pm Lunch – provided
1:30 pm – 3:00 pm Paper sessions/Panel/Break-outs
3:00 pm – 3:15 pm Break and refreshments
3:15 pm – 5:00 pm Paper/Poster sessions
5:00 pm – 7:00 pm Dinner on your own
7:00 pm – 10:00 pm Hospitality room open

Friday, January 10th, 2014

- 8:15 am – 8:30 am Welcome and announcements
8:30 am – 10:00 am Paper sessions
10:00 am – 10:15 am Break and refreshments
10:15 am – 12:00 pm Panel session to summarize findings and needs; Closing remarks