

Oregon Chapter (ORAFS) American Fisheries Society  
ExCom Retreat Minutes  
April 6-7, 2004, Hood River, Oregon

Attendance: Dave Ward, Doug Olson, Barry McPherson, Mary Buckman, Jen Stone, Ryan Bellmore, Molly Webb, Loretta Brenner (late Tues and Wed) and Tom Friesen (Wed only) Barry McPherson led discussion of the Administrative Assistant (AA) contract. The hourly rate remains the same; the time period reflects the new fiscal year. Changes discussed were:

- o Delete incoming Vice President (VP) as signatory.
- o Add to workshop line – “if conducted”.
- o Add “Fall Transition meeting” as task, leave hours for retreat at 20 H, but delete retreat planning; add planning for the annual retreat to the President duties.

Other changes were noted by the VP. It was moved, seconded and passed to approve the contract as modified and proceed with the signatures.

Other aspects of the AA contract were discussed. VP McPherson said personal contact has been made for good communication. We discussed newsletter deadlines and expressed the need to be timely with newsletters. Delays are frequently due to late arriving articles. It was decided that Loretta will contact the President on the Piscatorial Press (PP) due date and the President will decide whether to wait for additional articles. Deadlines are March 15, June 15, Sept 15, Dec 15. Newsletters are to be mailed approximately one month later, except the winter newsletter, which needs to go out in early January.

Minutes for Jan 21, 2004 and Feb 11, 2004 ExCom meetings were approved with modifications recorded electronically by President Ward. Minutes of the Annual Business meeting were similarly amended and approved.

We reviewed the Annual Meeting 2004 draft budget reconciliation, made corrections and identified questions. It is thought that our planned and actual expenses and income were pretty much in line with a profit of about \$25 K as budgeted. Numbers will be finalized soon.

We discussed the draft 2004-2005 workplan. We did some minor editing (captured by President Ward). We modified Goal 2, Activity #1 replacing “...developed for use by fishery managers” with “...affecting the conservation and sustainability of fishery resources”; added an activity under goal 4: “Encourage agencies and other employers to allow and promote participation in ORAFS Annual Meeting (AM) and other society activities”; and modified Goal 5, #5: “Provide Past Presidents and incentive such as a complementary banquet at the 41<sup>st</sup> annual meeting to recognize their contribution and encourage their continued participation in chapter activities”. We discussed who was in charge of workshops at annual meetings and the discussion was tabled until discussion of AM. ExCom will approve the workplan at the next meeting.

We discussed the 2004-2005 budget presented by President Ward. President Ward took notes and will circulate a draft budget for approval at the next meeting. We identified several items:

- o \$1000 for committees and encouraged them to meet in person
- o Consider increasing scholarship dollar amounts
- o Keep travel for President and VP at \$2500
- o Make separate section for “pass through/carry over” income and expenses
- o Need line item for AM deposit
- o Budget for youth education such as “Creeks and Kids”, Teacher In-service workshop

We discussed pursuing hosting the National AM in 2009, the next West rotation. It was moved, seconded and passed to seriously explore pursuing a bid for 2009 Parent/Western Division (WD)/Oregon Chapter meeting to be held simultaneously. The Portland Visitor's Bureau will be a great help.

We discussed the 2004 AM and plans for 2005. President-Elect Olson presented a summary of the results of 3 years of evaluations. Noted was:

- Sunriver is a popular location, expensive and marginal food, but nice place to go
- Good auctioneer
- Good to have non-salmonid sessions
- Match the Hatch would have been better with tables, but it was an issue with set-up; needs more substantial food
- Attendees have asked for list of participants; decided we will leave one at the registration desk and post on Web site, but not distribute them
- Mixer had a replacement band due to cancellation; save a keg for after the banquet; use smaller glasses; consider moving group to different location for a change of scene; nice to be able to converse; some missed dancing; CONCLUSION: we still need to work on post banquet activities: casino night?
- Coffee: both Thurs and Fri morning is a big plus
- Synchronize conveners for room jumpers
- Need display backgrounds for auction other than poster boards
- Remind award winners to keep speeches short
- Wireless mikes are useful but cost more
- Overall, high praise to technical meeting
- Using student volunteers is different now that PowerPoint is becoming routine, but we need them at sessions for emergencies, lights
- Should have better looking poster boards
- Cannot add credit card charge for government cards, should be no big deal (\$2); 60% of registrants use VISA for which we pay a service fee
- Try to keep computer near speaker so we do not have to rely on remotes (WD does it this way)

Barry McPherson led a discussion of themes for the 2005 Annual Meeting. He is thinking along the lines of "Multidisciplinary Aspects of Fishery Management". Governor Kitzhaber may not be available at the regular time for plenary speakers. We discussed other options such as a lunch-time talk or plenary sessions each morning. We discussed re-using "good" speakers and thought we could ask speakers again, but in moderation (max 1 per year). Barry is talking to marine folks about participation, perhaps a workshop at the coast. He will flesh out some of the ideas discussed.

Workshop ideas are:

- Permitting
- Habitat restoration
- Marine reserves (Barry will explore)
- Telemetry (hands-on) worked very well in 2004
- Inner workings of CBFWA, ISRP, COE, other Columbia River organizations
- Funding, grant writing (tie to above)
- Ethics – have not discussed in a while
- Leadership (Carl Burger), but more geared to officers
- Statistics: sampling design, practical and ethical uses of statistics, presenting and using (Mary will explore)
- Hands-on related to restoration
- Modeling – Selena Heppel, Dave Hankin
- Age and growth – maybe just aging, otoliths, spines, scales, other tools
- Mussel workshop - ID, biology, ecology
- Presentation workshop – perhaps during regular meeting so it does not require an extra overnight
- Writing – always a good review, gear toward publishing

We need to pursue continuing education credit. We should also consider workshops on Friday afternoon. Also, we should consider something at Hatfield Marine Science Center for the Corvallis meeting.

The approved Bylaws amendments were discussed. The membership approved changes to the budget and workplan cycle, the definition of a quorum, and made Past-President chair of Excom in absences of President and President-Elect. Dirk Miller, the AFS consultant, recommended additional changes, some administrative, and Barry has these noted. We need to, either in the Administrative Handbook or Bylaws:

- o Make clear when elected folks become voting members of ExCom; we have agreed several times that it is Sept 1, but our written material is contradictory or unclear.
- o Add "Nominating Committee" to Administrative Handbook
- o Add to President duties: plan retreat
- o Add to President duties: prepares budget and workplan
- o Change references to OSU "Student Subunit"

Barry McPherson has numerous suggested edits to the Administrative Handbook based on advice from the Parent Society consultant, ExCom decisions and our generally accepted way of doing things. He will circulate a first draft marked-up copy and we will all submit edits to Loretta for consolidation.

Committees chairs or co-chairs for next year's annual meeting are: Jen Stone on poster session, Troy Baker and possibly Laurie Parker for auction/raffle (Barry McPherson will contact both). Poster Session Chair needs to be added to Administrative Handbook. Tim Whitesel will still chair student paper/poster judging. We discussed a workshop, or at least making the participants aware of the judging criteria. Jen Stone will ensure an article about judging criteria goes into the Fall Newsletter.

We discussed raising chapter dues from \$2.00. It was identified that the chapter dues were first initiated as a way to get more accurate membership lists from the Parent Society. It was moved, seconded and passed to not propose a change in dues (changes need a vote by the Chapter).

We will submit a Chapter of the Year application this year. It is due May 6, but Dave Ward will contact WD President Tom McMahon to see how it coincides with WD selections.

We set meeting dates for the next several months: May 20, June 8, July 13, August 26 all at 2 PM. Doug Olson will arrange phone calls.

The AM location for 2006 was discussed. Sunriver is the first choice; February 21-24, 2006 is available. Molly Webb will begin discussions. We hope to move back the hotel registration deadline so it coincides with registration deadlines.

We made numerous edits to the brochure. They were captured by Jen Stone and will be forwarded to Donna Allard. We moved, seconded and passed to approve the changes. Dave and whomever he designates will review the proof. Donna will get 3 bids on printing on recycled paper (Henderson's, LazerQuik, etc.).

Committees were discussed. Nancy Uusitalo will have the lead in the teacher workshop in October and recommend other workshops. Mary Buckman will chair the Legislative Committee when Laura Tesler becomes VP.

Regarding the Web page, Donna posts corrections, but posts what she gets verbatim. Corrections should be funneled through the External Director (ED), then to Donna. The ED

will also ensure it is forwarded to the source to correct the original. Mary Buckman will maintain the contact with OneWorld Hosting. We have several letters to post (BLM, FWS).

The new Nominating Committee was discussed. Dave has talked to several potential members: Don Ratliff, Dave Buchanan, Steve Smith, Phil Howell, Dan Bottom, Sue Knapp. This committee will also seek committee members. It is chaired by the Past-President.

Other business: Jen will write a summer newsletter article about certification; Dave Ward will write a fall article about the Hutton Junior Fisheries Program; Mary will write a winter newsletter article about legislative issues; and Dave Ward will write an article about the nominating committee for the summer newsletter.

We discussed topics about which ORAFS might comment. Letters/comments should go through committees and be signed by the President whenever possible, barring conflict of interest/professional conflicts.

- o US v Oregon – review annual agreements
- o NOAA treatment of hatchery fish in ESA listing – watch for comment period
- o HGMP: Siletz – Barry will look into
- o Columbia River spill issues
- o NOAA is now ‘collaborating’ on a rewrite of the Federal Columbia River Power System Biological Opinion – refer it to Natural Production Committee (Kruzic)
- o Willamette River BiOp on Hydro – pending, watch for
- o Minimum stream flows – talk to Habitat Committee (Stahl)

The meeting was adjourned at approximately 2pm.

Submitted by Mary Buckman