

Oregon Chapter American Fisheries Society
ExCom Conference Call Minutes
May 20, 2004

Present at conference call: Dave Ward, Barry McPherson, Doug Olson, Mary Buckman, Jen Stone, Laura Tesler, Ryan Bellmore, and Loretta Brenner.

1. Coastal Cutthroat Trout Symposium – Doug Young could not call in but relayed the following information via the following email message:

“The second Coastal Cutthroat Trout Symposium and Conservation Workshop will be held in fall, 2005. A small planning group is meeting on a roughly bi-weekly basis, and has developed a draft goals/objectives statement and symposium/workshop agenda (attached). We have contacted many of the original 1995 Reedsport symposium coordinators, and solicited their input on our draft objectives, agenda, keynote speaker, plenary session speakers, conservation planning workshop, and meeting location. We are using Oregon Chapter AFS' meeting guidance "Conducting an AFS Workshop" to focus our planning efforts. We are seeking an appropriate meeting location in Washington (commitment in 1995 was to host 2nd symposium in Washington). Locations of interest: coast (Ocean Shores) or Columbia River (Ilwaco). We are seeking additional AFS support and co-sponsorship with the North Pacific International Chapter. We plan on publishing the proceedings via AFS. We are currently seeking interested committee members to assist on the "Time and Place" and "Program" committees. A "Steering Committee" is also being formed.” (He also attached the following document: Symposium Outline v3a.doc)

Doug Young also requested that he would like to represent Oregon Chapter AFS on the Symposium Steering Committee to help coordinate the symposium and workshop, manage the \$5,000 that Oregon Chapter has been banking for purposes of a 2005 cutthroat symposium, and to ensure Oregon Chapter AFS interests and involvement are carefully managed and fulfilled.

A motion was made to: “Approve Doug Young to represent the Oregon Chapter AFS ExCom on the Coastal Cutthroat Trout (CCT) Symposium Steering Committee (and other related symposium committees), with the understanding that he will report on a regular basis to the ExCom with updates and information about the CCT Symposium.” The motion was seconded and unanimously approved.

2. Secretary-Treasurer's Report – Mike Matylewich could not participate in this conference call, but Dave Ward reported on Oregon Chapter account balances:

Checking - \$53,830.98

Columbia Funds - \$62,551.97

TOTAL ACCOUNT BALANCE: \$116,382.95

Note: This balance did not reflect a payment to Sunriver Resort for \$27,586.80, making the **actual current bank balance \$88,796.15.**

3. Minutes from the April retreat had minor comments; Mary will make edits and distribute to be approved at the June conference call.

4. 2004-2005 Work Plan – A few changes / corrections were made. Mary Buckman made a motion to approve the 2004-2005 Work Plan, motion seconded and approved. Dave Ward will distribute the finalized Plan to ExCom.
5. Oregon Chapter Brochure – Nancy Uusitalo did not have time to get quotes for printing the brochure. It's ready to go and Jen Stone said she would follow up on quotes if necessary. Estimated cost to be \$1,500. The latest version of the brochure was included in the "Outstanding Chapter of the Year" application.
6. Student Subunit Update – Ryan Bellmore announced that elections were held for new officers (for 2004-2005) with the Fish and Wildlife Club and that his term officially ends at the end of May 2004. Peter Ober is the new Student Representative for AFS (oberptr@yahoo.com; 541-738-2968). Dave Ward will send letter of thanks to Ryan and CC: Dan Edge, Rebecca Goggans, and Doug Markle by mid-June. He will submit the letter for the Oregon AFS newsletter, too.

Ryan will report on the Student Subunit's activities and accomplishments for an article for the Summer *Piscatorial Press*, and will also submit an Annual Report to ExCom in regards to how the Student Subunit used funding from the Oregon Chapter this year.

Ryan announced that the Fisheries and Wildlife Club received the "Club of the Year Award" from the College of Agriculture, and the Ag Days "Most Innovative Booth Award;" receiving both recognition and a monetary award. The Club will sponsor one more trip to Bonneville and McNary Dams and the Hanford Reach. Ryan invited ExCom members to come to the last Club meeting of the year May 26, 5:30p.m.

Ryan noted a possible discrepancy in the Administrative Handbook regarding the term of office of Student Subunit Representative. Currently the Oregon State University Subunit is the only Oregon Chapter student subunit and they elect new officers at their second to the last meeting of the year, including the new Student Subunit Representative. Therefore the new representative's term will actually start June 1, instead of September 1, reflecting the change of officers within the student subunit.

7. Budgets – Need more information on the actual 2003-2004 Budget. Dave Ward said the Chapter was slightly under budget in expenses. The 2004-2005 Budget also needs more information. Need to fill in the blanks and get this approved at the next conference call. Concern expressed about how to represent the \$5,000 carryover from the monies granted to the Oregon Chapter from the USFWS for the Coastal Cutthroat Symposium to be held in 2005. Those monies are currently in the Chapter account, but are not actually available to the Chapter because they are earmarked to be spent in 2005 for the symposium, and still need to be reflected in our budget. Dave Ward said he will move the \$5,000 to another line to help avoid the confusion. Need to also find out how to actually show those types of monies in our budget.

Dave Ward proposed spending some of the Chapter's monies and actually having a slight deficit in the 2004-2005 budget, while still maintaining two years of operating

budget as a cushion. Would like to report actual and projected budgets in a chart similar to what Joan Baker presented to the Chapter a couple of years ago. Agenda item for the June conference call should include a discussion of the idea of deficit spending.

Question arose regarding the amount of carryover from the Inland Rainbow Trout Workshop, \$2,000 versus \$5,000. Mary Buckman will check and confirm the amount.

Deadlines –

June 1 - Minutes (both current and past) out.

June 4 – Dave Ward will have budget stuff out.

8. Administrative Handbook Edits – ExCom spent approximately one hour on edits to the Admin. Handbook; Loretta made the changes to the document that included Dave Ward's edits. Loretta will finish up edits and distribute to ExCom for more edits and review. Next conference call will also include time for group edits.
9. Annual Meeting 2005 – Molly reported to Dave W. that everything is going well for the upcoming meeting arrangements (Feb. 16-18, 2005). Barry McPherson reported that the program is coming along. He is working on a full-day session on Marine fish issues with Peter Lawson, Hal Weeks, and Steve Parker.

Barry M. met with Ed Bowles on how to restore the level of attendance by ODFW employees at annual meetings, and Bowles was supportive. Bowles plans to encourage more ODFW employees to contribute papers and posters. It was also suggested ODFW employees be included in the program planning and meeting operations (conveners, internal arrangements, etc). Bowles suggested the "Audit of Effectiveness of the Oregon Plan (Coho Part)," that ODFW and other agencies are working on, would be a good annual meeting session topic. Involving Dan Edge, both as an Oregon State University (Fisheries and Wildlife Department Head) and ODFW (Commissioner) contact, was suggested for the annual meeting, too. Regarding workshops: Bowles supported science-oriented workshops and suggested a workshop that focused on sampling design would be better than data analysis.

Barry M. announced that **former Governor Kitzhaber is confirmed for Wednesday, February 16 at 12:30p.m.**, therefore plenary session will be starting earlier at the 2005 annual meeting.

Another session will be convened by Bob Lackey "Salmon 2001" based on a book he is writing with about 24 other Northwest scientists. Barry will forward Loretta a press release for the newsletter.

The newsletter deadline is June 15th and will include the "First Call for Papers and Posters", and other "first" announcements for the annual meeting 2005. Loretta will send out a reminder and examples of announcements at the beginning of June.

10. Chapter of the Year / Outstanding Chapter: Dave Ward thanked Mary Buckman for leading the effort to compile the application packet. Oregon Chapter did not win the Western Division award; the Colorado-Wyoming Chapter was selected as the nominee to the Parent Society. Mary said it was good to have the information compiled as a record of what the Chapter accomplished, and stated that next year the application process may be quite different based on a revised format from the Parent Society.
11. Hutton Program – Dave W. reported that he had accepted a student from Aloha to mentor for 8 weeks. Unfortunately, the student's mother contacted Dave and said the student had to decline the award. This program is something other fisheries professionals may be interested in participating in, as well as students.
12. New Poster Boards – Jen Stone reported that new, professional quality poster boards would cost \$285; and the chapter would need 8 boards (total cost \$2,280). They measure 4' x 8' and would hold 4 posters each. Jen will check on shipping costs and storage and transport capabilities. They are free-standing and can handle Velcro and tack attachments. This item will be tabled until the next conference call.
13. Aquatic Education Workshops- The date is set for October 8, 2004, at the Oregon Zoo in Portland (in-service day for teachers throughout most of the state). Two 1.5 hours workshops will be held. Nancy Uusitalo will teach the course, and the Oregon Zoo will cover room costs and snacks. Nancy will prepare an announcement for the summer newsletter. Also need to publicize to the teachers in August and September. A booth will be set up and the workshop will include the "Stream Continuum" poster as a freebie to attendees. A \$500 budget should cover all costs adequately.
14. Native Fish Conservation (NFC) Policy Delegate – Mary Buckman said the task force meets once per quarter, and is charged with oversight of implementation of the ODFW NFC plan. The group has many agency types, highly involved people, and Oregon AFS has been asked to appoint a new delegate by current delegate Tony Faast. One recommendation was made that it not be an ODFW employee. The suggestion was made that Lance Kruzic (Natural Production [NP] Chair) find a NP committee member to recommend to the ExCom to serve on the task force. Another comment was made to ask Lance to determine if this is a task force that Oregon AFS should still be a part of because Lance is part of the technical advisory team.
15. Fisheries Certification – Jen Stone has written an article about the benefits of Certification. Suggestion was made to encourage the Oregon members to apply for certification by providing a scholarship to reimburse Oregon Chapter members their \$100 application fee. At the 2005 annual meeting Oregon Chapter will host a workshop to walk folks through the certification process (pre-meeting workshop). Dave W. has agreed to go through the certification process and report quarterly on his progress in the chapter newsletter. Scholarship pros and cons were discussed and it was suggested that the award be made to the first three applicants after they complete the process, or have an applicant lottery (all those who apply by a certain date would have their name entered in a lottery for the reimbursement). Mary B. will look into getting Continuing

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Education Units for workshops.

16. 2004 Best Student Paper and Poster Judging: Feedback from judges have been compiled and submitted to Mary Buckman for data entry by ODFW staff. Loretta has been asked to distribute the feedback to the participating students before the end of the school year.

17. Next Conference Call: June 8, Tuesday, 2-4p.m.

Agenda Items: Administrative Handbook Edits
 Approve minutes
 Approve budgets
 Finalize poster board decision
 Discuss “deficit spending” policy
 Brochure printing
 Summer Newsletter deadline – June 15

May 2004 ExCom Minutes respectfully submitted by:

Loretta Brenner, Contract Administrative Assistant