

Oregon Chapter ExCom Retreat Minutes May 5 & 6, 2005

Approved by the ORAFS ExCom August 23, 2005

ExCom Retreat Minutes Day 1 – May 5, 2005

Doug Olson (President), Dave Ward (Past President), Barry McPherson (President-Elect), Molly Webb (Internal Director) (phone), Tom Friesen (External Director), Mike Matylewich (Secretary-Treasurer), Peter Ober (Student Representative), Mike Reed (Incoming President-Elect), Neil Ward (Incoming Internal Director), Ian Reid (Incoming Secretary-Treasurer), Loretta Brenner (Contract Administrative Assistant)

Doug reviewed the agenda.

Student Sub-unit Representative

The position of student sub-unit representative was discussed given the potential interest from other universities. The student sub-unit representative has come from Oregon State. Students from Southern Oregon attended this year's annual meeting. It is unclear how one student representative would be chosen.

Administrative Assistant Contract

About half of the time is associated with annual meeting. E-mail hours in the contract were reduced by 20 to 114. Membership database hours in the contract were increased by 20 to 40. The total number of hours and the total amount of money remains the same as the previous year. The duties of the Administrative Assistant are reflected in the allocation of the estimated hours. The AA is a contractor and not an employee. The Vice-President is tasked with following activities of the AA. A motion was made to approve the contract. The motion passed.

Minutes

Copies of the November and Annual Business Meeting minutes were distributed. The November minutes were previously approved. The Annual Business Meeting minutes will be approved at the 2006 Annual Meeting. The draft March minutes were also distributed.

Financial Status

The status of the checking and money market account was reviewed. A draft investment strategy was distributed. A motion was made to form an Ad-hoc Investment Committee consisting of the Past President, President, Secretary-Treasurer (chair) and report back to ExCom with specific recommendations on investments by September 1. Motion passed.

2004-05 Work Plan Review

The goals in the 2004-2005 work plan, which come from the strategic plan were reviewed. There will be some changes for the 2005-06 work plan to align the goals with those of the Western Division and the Parent Society.

Goal 1 – Annual meeting and workshops: Co-sponsor of the Coastal Cutthroat Symposium, which is scheduled for September. Conducted a workshop for teachers at the Zoo. Need to check with the organizers on the status of the proceedings of the Inland Rainbow Trout Symposium.

Chapter representation: The President traveled to the Western Division retreat. The Chapter provided financial assistance to support a student presentation at the National Meeting.

Goal 2 – Advocate in public policy: The Chapter provided comments on several legislative issues. The legislative session dealt with only a few bills concerning fish. The President will work with the Legislative Committee Chair to identify potential issues.

Goal 3 – Public Awareness: The teachers’ workshop at the Zoo. No additional opportunities were identified. The webpage was improved.

Goal 4 – Professional Development: Letters were sent to state agency heads encouraging their employees’ participation in the Chapter’s Annual Meeting. The workshops at the Annual Meeting were well attended and well received. The Nominating Committee needs to be more active.

2005-06 Draft Work Plan

The change in format to align with Western Division and Parent Society will make it easier to make progress reports to WD and to apply for the Chapter of the Year. The Chapter adopted five-year strategic plan before Parent Society did. The three main categories are in the WD and Parent Society plans are Aquatic Stewardship, Member Services, and Information and Outreach. Doug will distribute the revised work plan.

Budgets:

2005 Annual Meeting Recap and Budget: The Annual Meeting was financially successful and made more money than anticipated. The net proceeds were about \$37,000. The meeting set an attendance record with over 560 attendees and presenters. Barry reviewed the survey results. The comments on lodging expenses were less favorable. The change in the Plenary sessions to one starting each day generated positive responses.

Improvements need to be considered in the Student-Mentor Social.

2005 FY: The numbers were reviewed. The amount of interest is needed. There was a net income of over \$9000.

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2006 Annual Meeting Planning

Theme: Mike Reed, as President-Elect, is in charge of the theme for the Annual Meeting. One idea is looking at big changes for watershed health and taking a Return To The River multidisciplinary approach. The theme could include how larger institutional processes affect fisheries. Another idea is to examine local decision making on land use, which may lead to losing the bigger picture. Another potential theme is future vision and public preferences. What does institutional change mean? There is a need to communicate to the public and keep fisheries relevant, rather than only speaking communicating within the group. Another potential theme is accountability of local government for watershed health. The local community is a collection of business perspectives and the larger public

interest. Barry pointed out the need for serve the membership talking within the group as well. Doug suggested themes of future shock or fisheries as a foreign language.

Potential Sessions

Ag/Range Interactions

Fire Management

Inland Redband Symposium 10 Years Later

Diversity of participants is important. There is a need to appeal to geographic differences, different species and freshwater vs. marine environments.

Potential plenary speakers were discussed. There is a budget for plenary speaker expenses.

Potential workshop topics include: Technical Writing, Statistics, Technical Presentations, Dealing with the Public & Media, Modeling, Grant Writing, Telemetry, Politics, GIS Applications, Piscicides, and Genetics – Hatchery Management.

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ExCom Retreat Day 2 – May 6, 2005

Electronic Newsletter

The proposal is to use the listserve through OSU. Approximately 150 e-mails were returned or were incomplete. Some members don't have a current e-mail listed. There was only one specific request to receive a hardcopy. Listserve may be easier to maintain than creating a new database. Add a survey on electronic newsletter to the upcoming workplan. Loretta will check with Western Division concerning newsletter distribution. Electronic newsletter is estimated to cut printing and mailing costs in half.

Administrative Handbook

Revisions are about 90% complete. Administrative Assistant information needs to be updated. The President-Elect section needs to be edited. Some of the internal committee information needs to be updated.

Western Division Business

Hosting 2008 Western Division Meeting – The WD has not yet decided on a host. The offer from the Chapter is conditional on combining the Chapter meeting with the Division meeting. The timing for the combined meeting is for no later than early spring. Due to the size of the meeting, the location is most likely to be Portland.

The next opportunity for hosting the National Meeting is 2011. A presentation would be made at the 2007 National Meeting in San Francisco.

Liability Insurance for Events – The Parent Society is offering \$1M coverage for \$100. The Internal Director will investigate.

Chapter of the Year Application – The application is completed and submitted.

National Award of Excellence – Barry nominated Jim Lichatowitch for the award.

The 2005 National Meeting is in Anchorage, AK in September. Barry and Doug are planning to attend. Doug's estimated cost is \$1300 per trip. USFWS may pay for Doug.

The Western Division and North Pacific International Chapter completed draft comments on FCRPS BiOp. It is unclear if OR Chapter members participated.

2006 Meeting On-line Registration

Donna Allard, the webmaster, felt it was not worthwhile for the mussel workshop. (They had a very simple form, unlike the Oregon Chapter's registration form). The Parent Society uses on-line registration and perhaps the Chapter could partner with the Parent Society. Another possibility is using a service, such as PayPal. Loretta will take the lead and Barry will assist.

2007 Annual Meeting Location

Corvallis expressed interest. Ashland expressed interest but does not have adequate facilities. Eugene has not contacted the Chapter. Corvallis is the preferred site. Neil was directed to get bids from both Corvallis and Eugene. Corvallis issues include parking, hotel rates and access to food. Neil will consult with Molly on details.

External Committees

Chairs – Jim Grimes (DSL in Salem) is the new Aquatic Habitat chair. Education and Outreach remains vacant.

Information Sharing Networks (ISN) – Roster leads were mailed names. A set of guidelines was sent to the leads. A follow-up survey will be done with the leads. ISN coordination will be added to the External Committee director duties.

Website – Added ISN materials, new job postings, Mantua and Kitzhaber speeches. New photos are needed. Suggestions are needed for the archives section of the website. A solicitation for applications for granting will be included. Doug will work on a specific solicitation in relation to budget.

A meeting of External Committee Chairs is proposed for the 2006 Annual Meeting. Activities in the last year include comments on hatchery listing, OR forest practices, and critical habitat. There is a need to find more issues for Committees to work on. ExCom should be on the lookout for issues.

The Aquatic Habitat Committee will be changed to the Freshwater Habitat Committee and marine habitat will be deleted from the committee's responsibilities. A Marine Habitat/Ecology Committee will be created. Steve Parker will create a workplan for the new committee.

Barry is serving in the Science-At-Large position for Advisory Committee for Hatchery Resource Center. Barry is not serving as an ORAFS representative, but Barry will keep the Fish Culture Committee informed. The next meeting of Advisory Committee is May 18. Barry will bring the issue of ORAFS representation back to the ExCom after that meeting.

Hal Weeks requested poster boards for a January event at Hatfield Marine Science Center. The request will be coordinated directly with Doug.

Bernie Taylor requested financial support for book research. Consensus was not to support. Doug will draft a response to discuss at next meeting (June).

Next meeting: June 22 9 am – 11 am phone conference.

Motion to adjourn.