



DATE: June 7, 2011

TO: ORAFS Executive Committee

FROM: Michele Weaver, Secretary-Treasurer

SUBJECT: Spring Retreat MINUTES Riverview Room, Hood River Inn, Hood River

Present: Michele Weaver, Rich Grost, Demian Ebert, Colleen Fagan, Jeff Yanke, Bill Brignon, Shivonne Nesbit, Jason Kent, Justin Huff, Jeremiah Osborn-Gowey

Friday, May 20, 2011 - 1230 pm

Meeting was called to order at 1310.

1. Review (1230-1245)

- A. Introductions and review agenda - none
- B. Update Contact Information (ExCom and Chairs) - All outgoing ExCom should get e-mail and password out to change e-mail accounts over.
- C. Approve Previous Minutes: April 14 ExCom call - , Annual Business Meeting Minutes - both approved - Michele will send April minutes to Kara to post to web.
- D. Review Logistics (lunch, dinner) - break and snacks this afternoon, dinner will be sponsored, breakfast provided by motel.

2. Action Items from Previous Meetings (1245-1300)

- A. Handbook updates - will talk about in bylaws update later (See Item 4).
- B. Mail checking paperwork to Michele (Demian) - done
- C. Contact Bruce McIntosh, Mary Buckman, and Jason Kent regarding investment committee options (Michele) - will do.
- D. Reimbursement for annual meeting expenses (Michele, Jeremiah, Demian) - done
- E. Graduate student to craft marine reserves white paper (Jeremiah) - asked Sue Marshal if there are marine reserve bills left that we could coincide the paper with - this summer it would be reasonable timeline to get a paper done.
- F. Funding support of \$1,000 to subunit (Michele) - done



3. President's Report (1300-1330)

- A. National AFS - Demian sent around the governing board minutes and also sent a link to a briefing package (national is trying to be more forthcoming with the way they manage things)
- B. WDAFS Update
 - Letter to National regarding membership - Demian is drafting letter regarding membership issues to go to national from the WDAFS - there is a lack of responsiveness/helpfulness/no response to phone calls, messages or e-mails/website marginally functional and very difficult to use. He sent a mass e-mail to lapsed Oregon members asking them to renew, reply form one that said they tried calling and emailing and never got a reply, so they decided to drop their membership.
 - Draft Snake River Resolution - Dave Ward is collecting comments from WDAFS ExCom to act on by late next week.
- C. Old business - requests and issues
 - Discuss U.S. Representative Defazio meeting - Colleen, Sue, and Demian met with Travis Joseph at the end of April. Travis a Snr Legislative Assistance and in charge of natural resources advice for Representative Defazio. They talked for about an hour with the goal being to let him know who we were as an organization and to find out how to best interface with his process to get better information flow. The bottom line was that if we think Defazio has made an error somewhere, it's best to send that observation along with supporting information to Travis instead of responding via a public interface (Opinion pages, letters to editor, etc) - it's more appropriate to facilitating change that way because it allows him to make a judgment on the data rather than respond to a public statement.. They talked about the Clinton era economics for removal of dams (was it just economics or something else). ORAFS will look at the document, identify gaps, and then give to Travis to send on to Defazio. DeFazio's opinion is that we don't need a new dam removal/economic study because the study has been done (must be referring to early 2000's Rand and ACoE studies). We need to find that study and evaluate any gaps, examine what the focus was (economics verses something else), and determine the cost benefits (both economics and biological). Rich said that SR Committee members have reviewed these studies as part of the resolution revision and the AMIP review. **Demian will get e-**



mail out to SR Committee to explain DeFazio's request and whether the committee can respond to it.

- Stream Continuum Poster for Warm Springs Museum - found the artist (name was misspelled on poster) and he gave us permission to use the art. We have ownership of it as long as we give him credit.

D. New business - requests and issues - there are some things we will talk about later in the agenda.

4. Bylaw Changes (1330-1430) - The governing board approved our bylaw changes in their April 2011 meeting and those bylaws are now in effect. We expected it to happen in Sept. Demian proposed we consider the officer transition to have occurred May 1, and transition new officers into new responsibilities during this retreat. All officers expressed agreement with the understanding that Jeremiah will assist Shivonne through September in her new role as ED. As a general rule, it's a good idea to have the Spring Retreat include both the outgoing and incoming ExCom to help with transitions.

- A. Transition of Officers - Happens May 1. Will get updated contact info onto the website and to WD and Parent AFS (Demian).
- B. New Officer briefing and orientation (Rich) - we walked thru the revised Administrative Handbook as an introduction to roles and responsibilities for each position, and to consider further edits/comments. The Handbook started in mid-1990s and is intended to keep the Chapter efficient by transitioning knowledge to new officers. There is quite a bit of historical info in there and it's also a good tool for recruiting new people for positions. The Bylaws are basically the skeleton of Chapter operations while the Handbook puts meat on the bones of who does what, when, and how. ALL - finish reading the handbook and get comments back to rich by June 15.
- C. Budget and Planning Cycles - we report fiscal numbers to members during the annual meeting, FY is April 1 - May 31.

5. Fiscal Year 2011-2012 Planning (1430-1600)

- A. Work Plan - Our work plan is based on the 5-year strategic plan. - We reviewed the 2010-11 work plan as a start toward developing the 2011-2012 plan. We talked about having a "committee on committees" to help build and energize our committees. An ExCom goal may be to come up with initiatives and specific work scopes and schedules for the committees to accomplish for the year. We talked about business meeting issues



(time, content, too much to cover in minimal time). We used to share committee updates at business meeting. We had an idea to base the committee tasks with what is going on in Salem (look at the summary we get from Sue, then compile a list of tasks, then we can offer those tasks as incentive to join committees at the annual meeting). We talked about scholarships (increasing number or amount). We discussed ways to improve scholarship participation [could task this to the scholarship committee – could add the statistics to the announcement (last year there were 2 applicants you could have got it!)]. We can also increase the effort to increase participation from other schools. This will help maintain an active and diverse membership. How many people read the PP? Can we track that? It would be great to know who reads the PP, and why so many AFS members in Oregon are not Chapter members. The President could form an ad-hoc membership committee to address issues such as: the numbers, are the numbers accurate, interact with parent society about membership. We can send out reminders to renew. Determine whether a Chapter-only membership is allowable by parent, and if so what the practical rate would be for such a membership (certainly more than the current \$2 Chapter surcharge to national members), but this would require a Chapter-specific registration and tracking system (See Item 13 for more on membership).

- B. Budget – asked for discussion about additions to next year budget. Talked about making videos (educational, informative, entertainment for website), also supporting Historian (Don Ratliff) in getting historical documents organized and scanned.

6. Student Subunit (1600-1645)

- A. Bylaw status – take out language that excludes other schools. Take out “OSU” and replace with “any student”. The club is no longer a “fish and wildlife” club, they are a combined AFS student subunit club and are trying to settle on a name right now. Graduate students are still not attending.
- B. Goals for 2011-2012 – treat subunit as a committee and give clear tasks and direction. Finish bylaws. Get officers in place. Conform to the same schedule for work plan and elections as for ORAFS ExCom positions.
- C. Interaction with ExComs – ExCom could help coordinate field trips with member needs. An example could be to have the student subunit help with the “Fishes of Oregon” book development project.



7. Public Interaction (1645-1730)

- A. Document Production (white papers, letters, etc) – when a committee writes a white paper, what roll does ExCom have with editing it? – The Handbook purposely allows for flexibility to allow rapid action where there is support, yet guard against “railroading” of statements that lack majority support. Talked about the name on the document – when it’s a presidential submission, president gets final edits. If it’s a committee submission, they submit to ExCom. However, ExCom always has opportunity for final edit on any document that the Chapter’s publishes, and Committee’s should not be publishing anything under the ORAFS name.. Sometimes there is ample time for all to edit and respond, and sometimes there is not. We talked about how many rounds of reviews should happen.
- Role of Committees - produce the documents, and know that the ExCom will have the final edit and release options.
 - Role of ExCom – approval process – does it need vote, if vote what number of people need to vote? Does president just get to sign off? Essentially, if there is notice given to ExCom and no input is received from other ExCom, then the president can make a decision. There is wording in Handbook that gives guidelines about public comment that we can reference.
- B. Website Updating, Archiving, and Maintenance – there is a continued need to update and maintain basic chapter content like lists of past officers and award winners. These serve the membership and the search committees.
- C. Legislative Liaison – not discussed

7.5 Request for Review/Position -- Klamath Dam Removal Issue –

We had a request for a position paper a while back but there was some conflict of interest with some ExCom and other members. There was much discussion regarding the studies and future decision regarding Klamath River dam removal and also the process with some of the panels and discussions they have already had. We will follow-up to determine whether an ORAFS review or position is warranted. Colleen will talk to some individuals who are involved to get some input. Demian is able to be involved and will assist.



8. Adjourn for Day 1

Saturday, May 21, 2011 – 0800 am

9. Saturday Morning Review (0800-0830)

- A. Review Action Items from Friday
- B. Review Agenda for Saturday

10. 2012 Annual Meeting Program Planning (0830-1000)

A. Theme: Open Discussion

Key topics / examples – Jeff is considering a social-based theme highlighting the connections among fishery professionals and other groups like recreational fisherman, collaborative groups, and OWEB. Three years ago was a “Passion theme” and revisiting a “social theme” in 2012 is consistent with membership input to periodically supply such a “non-traditional” theme. One of our work focuses this year is membership, and that would fit well into a social theme, to help expand membership and services to non-traditional professionals. We could have a session on social media (facebook, twitter) focusing on ways to distribute information. Some title ideas included: “Social Linkages” “Science Communication through Social Media” “Politics, Pollack, and Paychecks” “Weaving Fish into the Fabric of Life”, etc. ExCom supported the development of this theme for 2012.

Annual Meeting planning- Discussed plenary speakers and timing along with pros and cons of one versus three speakers.

B. Technical Sessions

- Organizers so far and strategy for more – reach out to watershed councils and groups to organize a session. Use OWEB as a resource. Freshwater trust group is another resource. We can link recreational fisherman contributing to ODFW (or other resource managers).
- Poster committee chair – The need for this position has lessened with the electronic abstract submission. Bill is willing to keep the title as “poster chair” and continue to ensure the poster boards get to the meetings.

C. Workshops

- Topics - Fish Screening, energy issues (renewable energy), hydrokinetics, fish screening, PIT tags, social media, ESA, Posters/Presentation (tailored to students and early professionals).



- A discussion occurred relating to gearing gear workshops towards filling gaps and providing continuing education for certified professionals (but recognize that there are issues with that process and probably should table this for now)
 - Decided to propose a list of potential workshops in the spring Piscatorial Press and see what instructor support comes forth from members.
 - Vendor Displays - using 123 worked out well. If we focus on non-profits, keeping the non-profit cost down similar to last year would be good.
 - Location - see Item 11-A below.
 - List of Vendors - **Demian will get a list of past vendors from Rich.**
 - Cost, Form, Inclusions (# registrations) - As is typical for our annual meeting, costs will be determined at the Fall retreat based on estimated expenses and attendance.
- D. Sponsorship Strategy - We have a list to work from. Requires a fair amount of effort to call, e-mail, and write to donors.
- E. Tweaks from the 2011 annual meeting - Deviations from the scheduled 20-minute timing of technical presentations was our biggest complaint. Presenters must be better at staying on time, and moderators MUST do better jobs of adhering to the schedule. We have to figure out a plan to keep things on time. We also should double check the raffle/auction signage to avoid any misunderstandings about items and make sure item descriptions are accurate. We have an auctioneer in mind from Utah, but everybody really liked the one from Bend so they should be considered too depending on cost and availability. We could modify the silent auction sheets to have minimum bid increments pre-written along the side so when you write your name on the sheet it is next to a bid amount. Awards Lunch - the end could be better leveraged to enhance recognition of ExCom service and entice member participation. Suggestions are to present the Past-president award here instead of waiting to the business meeting. Then recognize from the lunch audience all past-presidents, and all past officers.
- F. Session Ideas - talked about an "old-timers session" to talk about what the chapter has accomplished over the years.
- G. Contest for cover art - we had an idea to have a contest for the 2012 program cover asking membership to submit their photo or art work



depicting connections between
connectivity/people/wildlife/power/water

H. Important Dates – Summer PP – content is due June 15th. This is the issue with the least meeting emphasis and hence most space for general Chapter and fisheries news.

11. Annual Meeting 2013 (1000-1015)

- A. Location – there are only about three places in Oregon that can hold all conference attendees and concurrent sessions in one facility: The Riverhouse, Eugene Hilton, and Portland Doubletree. If we scatter lodging there are other options (Sunriver, Convention Center, Corvallis) but people generally don't like that approach. The Riverhouse is a very efficient and popular site with members. ExCom agreed to have the 2013 meeting in Bend at the Riverhouse as long as a reasonable contract is reached. We had one member suggestion to push back the Bend meeting to March to avoid bad weather, but that is likely to increase facility costs without any guaranty of better weather. We will get a proposal from the Riverhouse for both months and evaluate (Jason). If a Portland location is desired in the future, we would rather drop Eugene for Portland and keep Bend in the rotation. We expect to host Western Division in 2015 (if the Mexico chapter can't do it) or 2016 as part of our rotation. It's possible to do a WD meeting in Bend, but Portland is an easier to travel destination and likely to attract more people.
- B. Contract – working with The Riverhouse for the next contract – should be negotiated by ID and President, ASAP, and signed by President within a month or so to secure our dates and pricing.

12. Fall Workshop(s) (1015-1100)

- A. Science and Policy for legislative staff –
- The planning committee and schedule – Planning committee is Jeremiah, Sue, and Steven Kafoury. Planning work will be postponed until after June when the legislative session is over and the committee has more time. Jeremiah will see this conference through. We are looking at a September date for this workshop. We talked about ideas of some people to invite and workshop structure. Ideas were also discussed for how to get the word out for this workshop.
 - Venue and Budget – Oregon League of Conservation Voters has a meeting space available, and put Jeremiah in contact with a planning



person who has not respond yet. We think that ½ day workshop will be enough time. Probably coffee/refreshments/lunch would be a good idea to keep people around give incentive to participate.

- B. Waves, Wind, and Sun (or Hydrokinetic, Wind, and Solar) Renewable Energy: How Green Is It? – We could do a session at the annual meeting as a test of interest. Based on the outcome of this session we could do a one day workshop later in the fall. Would like to stay away from hydroelectric and lean towards other alternative forms of energy. There are test studies being done all around that we can tap into. Doug Young may be a good contact for this.
- C. Others? (riparian connections, etc) – Wildlife corridors. We can also start this effort with an annual meeting symposium to determine interest.

13. Membership (1100-1130) –

- A. Numbers from Outstanding Chapter Application – when filling out the chapter application we noticed our membership numbers have decreased since last year (see below).

Membership Type	Total Number	% increase (or decrease) from previous year
Total Membership	456	-9%
New Members	70	Data not available to calculate; likely a decrease.*
Lost Members	111	Data not available to calculate; likely an increase.*
Student Members	78	22%
Parent Society Members	456	-9%

*data for previous year were not provided by AFS, limiting comparisons.

Because the way the Parent Society tracks membership it is difficult to tell if we are really loosing members or if the way things are being tracked is different.

- B. Recruitment and Retention –ExCom was not aware that it was possible to have affiliate members (members of the chapter but NOT the Parent Society) and would like to look into this as an option. Funds would come only to the chapter and not the Parent Society.
- C. Membership committee- talked about forming a committee to help with this issue, but decided to authorize the Past-president to continue research and coordination with other chapters in the Western Division.



14. Wrap-up and Action Item Review (1200-1230)

- Fiscal Year 2011-12 Work Plan – We should use the parent society and western division work plans for guidelines. That will help with the best chapter forms and mid-year reports. Put a membership element into the work plan. Off season workshop line items can also go in there.

- Action items above were reviewed, additional action items included:

Jason – will work with Kara to get an awards online submission form generated.

Demian – talked about thank you letters recognizing ExCom for their participation – thank agency for allowing/supporting people to serve. Decided to leave it up to the individual ExCom members if they would like a letter from the Past-president thanking their company for supporting them in their role. If requested, Demian would write that letter.

Demian has set up a DropBox account to keep files in one place – will continue to work on it with Jeremiah to evaluate as a central file storage option.

May 21, 2011 at 1237 meeting adjourned.