



**DATE:** April 23, 2012

**TO:** ORAFS Executive Committee

**FROM:** Michele Weaver, Secretary/Treasurer

**SUBJECT:** Minutes for ORAFS Executive Committee Meeting, April 12, 2012 from 1500-1700

**Conference Call Information:** 1-866-680-0168 Participant code: 113025

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**Present:** President - Colleen Fagan, Past President - Demian Ebert, Secretary/Treasurer - Michele Weaver, Secretary/Treasurer Elect – Garth Wyatt, President Elect - Jeff Yanke, Incoming President Elect Todd Bucholtz, Vice President – Bill Brignon, External Director - Shivonne Nesbit, Student Subunit Liaisons - Michelle Scanlan and Megan McKim,

**Absent:** Internal Director - Jason Kent.

1500 ITEM 1: Review

1. Introductions, life, and work updates -
2. Approve Previous Minutes: March 22, 2012 – The March minutes were approved and Michele will post.
3. Review Today's Agenda
4. Action Items from March 22, 2012:
  - a. Code of Ethics copyright permission – Colleen signed and mailed the permission form back to the Center for the Study of Ethics in the Professions at Illinois Institute of Technology.
  - b. \$500 sponsorship to FWS for NWFCC – Michele – Michele will distribute the funds when information is received as to who and where to send the check.
  - c. “This is AFS” Presentation availability to list serve – Colleen will send out list serve notice this month
  - d. Shivonne to follow up with Dr. Noakes – Shivonne indicated Dr. Noakes would be submitting a revised proposal to ExCom for funding assistance for the May or June otolith workshop at the Oregon Hatchery Research Center.

1510 ITEM 2: President's Report

1. WDAFS – Jackson Annual Meeting Recap – Colleen represented the chapter at the WDAFS Annual Meeting in Jackson Hole, WY. The two major items discussed at the business meeting were selecting and approving grants to be funded by the endowment fund and distributing profits from the Seattle meeting. There was \$2,100 available to be awarded to grant applicants based on profit from the endowment fund and the accepted formula used for determining how much of that should be sent to the grant program. Seven grant applications were submitted for a combined funding request of \$13,000. Two grant proposals were selected for funding, totaling \$3,100; using \$2,100 from the endowment fund and \$1,000 from the WDAFS checking account. Net profit from the Seattle meeting was about \$39,000. Following lengthy discussions on how to allocate the profit, it was decided to 1) buy another CD for \$10,000 to replace the CD cashed last December, 2) put \$7,000 into the endowment fund, 3) set aside \$7,000 to help fund travel to the 2014 WDAFS meeting in Mexico, and 4) place \$13,500 into a student travel fund. About 178 people attended the meeting. There were only two concurrent sessions; including two burbot sessions and a global warming session. There were not many talks pertinent to the Pacific NW, so not many ORAFS members were present.
2. Old Business -- requests and issues.
  - a. MOU with US Fish and Wildlife Service (FWS) for Northwest Fish Culture Conference (NWFCC) Assistance – Colleen finalized the Memorandum of Understanding with Doug Olson. The FWS will provide the Oregon Chapter with one free registration to the meeting. Based on what Ryan Couture indicated, the Chapter Fish Culture Committee will present a poster at the conference. Shivonne asked why all of ExCom did not have the opportunity to provide input on the MOU. Colleen thought the draft Memorandum had been distributed for review. **Colleen will distribute for final ExCom review.**
  - b. Website Updating – Kara and Colleen have been researching web designers in the Corvallis area. They have narrowed it down to two firms – Kara will be contacting both to determine if they can meet our needs and then we will get bids. We hope to have more information by the spring retreat.
3. New Business – requests and issues
  - a. Native Fish Committee Proposal – ExCom received a request from James Capurso, Oregon Chapter member, to form a new committee, the Native Fish Committee. We discussed some pros and cons and decided that the proposed committee would be beneficial to the membership. Demian and Colleen reviewed the administrative handbook to determine if we had any rules or guidelines regarding committee formation. Colleen also reviewed committee structures at the Western and National level. Shivonne made a motion to accept the request to form a Native Fish Committee – the motion was seconded by Bill – there were no questions and no additional discussion – all approved the motion and none were opposed, the motion carried. Jim Capurso will chair the Native Fish Committee for at least the

- first year. Colleen will contact Jim informing him of ExCom's approval of his proposal and identify the next steps
- b. Direction for Ziller on AFS Archive in Springfield – Jeff Ziller found several boxes of ORAFS materials dating from the late 1980s. Jeff Yanke will communicate with Ziller and arrange to get the boxes to Don Ratliff for storage and archiving.
  - c. ORAFS Representative to Oregon Conservation Leaders' Meeting – Demian has been attending these meetings. With his retirement, ExCom needs to determine who will attend in the future. – We discussed how to proceed and who should attend. Demian offered to continue to represent the Chapter. We will coordinate attendance between Demian, Michele, Shivonne, and Jeremiah Osborne-Gowey (Legislative Committee Chair) as schedules allow.
  - d. How address 2012 annual meeting food issues in PP – After a brief discussion, we agreed the language in the PP is adequate to get our point across.
  - e. Planning for May Spring Retreat – Colleen can do shopping. Send Colleen any food requests or dietary restrictions, she will organize the meeting via e-mail.
  - f. Sharing membership contact information with our committees. The chairs of two external committees have requested membership contact information to solicit participation in committees. The list serve has been generally ineffective when requesting help from membership. There was concerns voiced within ExCom about how members could react to having contact information distributed to committee chairs. There was much discussion about this request both pro and con. We decided to table the discussion until the spring retreat where we will discuss how to recruit to committees while respecting privacy. Any information that was already distributed will be recalled. Shivonne will write an email requesting the Committee Chairs in receipt of the existing membership lists delete all records.

1540 ITEM 3: ExCom updates

1. Past-President

- a. Membership "Committee" Update – Nothing new to report
- b. Annual Meeting Poll – An online poll went out last week via e-mail by Demian. We received 110 responses so far. We will keep it open until the end of the month and then review the feedback at the Spring Retreat. Demian will collect the data and close poll after April 30.
- c. Piscatorial Press – ExCom received a draft copy earlier this week for review. We were reminded that if you have not already done so to get any comments back to Alison today (April 12, 2012).

2. External Director's Update

- a. Recap of External Committee Conference Call – Shivonne provided a review of the External Committee Conference Call held April 4. Committee chairs are continuing to work on work plans and budgets for

- ExCom review at the spring retreat. The external committees will continue to have conference calls. The committee meetings after the sessions were a success this year and committee chairs requested we continue with this format. Shivonne has minutes from the April 4 call and will distribute to anybody who is interested.
- b. Status of Scientific Peer Review of NMFS Southern Oregon-Northern California Coastal Coho Recovery Plan – The freshwater habitat committee provided comments to Ian Reid on the recovery plan. Ian is compiling the comments and will send them to Shivonne by the end of the week. Kirk Schroeder and a couple of other ORAFS members are working independently to provide comments directly to Bob Hughes and WDAFS.
  - c. Status of Elk River Emphasis Area Support Letter – Bob Nichols has agreed to write the letter and it is currently in progress.
3. President-Elect
    - a. Draft 2012-2013 Work Plan and Budget Status – Jeff will send out a draft work plan and budget by the end of the month for all to review.
  4. Vice President
    - a. Recruiting for Student Subunit ExCom – We had a discussion regarding soliciting and including graduate students as ExCom candidates, and most agree that it should be done.
    - b. Student Subunit Bylaws Revisions – The bylaws need to be rewritten to reflect how we are currently operating. Bill will send Megan and Michelle the current version of the bylaws to work with to revise. Bill will review The Wildlife Society bylaws and combine with National AFS as a template for the Subunit's bylaw revision ExCom needs to make sure the combined bylaws fit within AFS guidelines.
  5. Secretary-Treasurer – minutes and money
    - a. Recent income and expenses – we received the \$2,000 US Forest Service sponsorship, the \$1,000 ODFW part of the ODFS/OSU social sponsorship and sold a bull trout print for \$40. We paid for the spring retreat house (including a deposit), Heather Stanley for the program, Colleen's expenses from the WDAFS meeting, and the Hilton bill for the banquet and room charges.
    - b. Overall financial/investment status – We currently have about \$140,000 in the savings account and \$100,000 in the money market account.
    - c. Investment Committee Update – the money market account has accrued \$4.63 as of the end of February.
  6. Internal Director – Absent.
    - a. Discussion with Cody regarding meal starches
    - b. 2014 Hilton Contract Status
  7. Student Representative (at 1530)
    - a. Student Subunit Update - Megan gave an update about the Death Valley spring trip. It was a successful trip. Elections are coming up and should be complete by the spring retreat. Voting will occur using a ballot drop-box. The leadership team will talk to students about possibilities and potential

candidates including the inclusion of graduate students... So far, the announcement of upcoming elections has only gone to undergraduates. Megan and Michelle will go to leadership board to recommend including graduate students per today's conversation. The subunit is looking for an instructor to teach an electrofishing workshop.

1650 ITEM 4: Fall and Spring Workshop(s) – 2012 and Beyond – did not discuss at this time

1. Estimating Natural Origin Returns – Spring 2013
2. Salmon in the City II – Fall 2012 or 2013
3. Others (Science and Policy, Renewable Energy Development, Riparian Connections)

1655 ITEM 5: Upcoming ORAFS meetings

1. ExCom calls every 2<sup>nd</sup> Thursday 1500-1700 hrs
2. Spring Retreat – May 11-13, 2012