



DATE: January 12, 2012

TO: ORAFS Executive Committee

FROM: Michele Weaver, Secretary/Treasurer

SUBJECT: MINUTES for ORAFS Executive Committee Meeting, January 12, 2012
from 1500-1600

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

Present: President – Colleen Fagan, President Elect – Jeff Yanke, Past President Demian Ebert, Vice President – Bill Brignon, Secretary/Treasurer – Michele Weaver, Internal Director Jason Kent

Absent: External Director – Shivonne Nesbit, Student sub-unit liaisons - Michelle Scanlan and Megan Mckimm.

1500 ITEM 1: Review

1. Introductions, life, and work updates
2. Approve Previous Minutes: November 2011 minutes are approved, December 2011 minutes are approved pending Colleen's final edits. Michele will send to Kara to be posted to the website.
3. Review Today's Agenda
4. Action Items from December 08:
 - a. Post November 10, 2011 minutes – Michele – will do
 - b. Close salmon maturity account – Michele - done
 - c. Follow up with Ryan Couture regarding commenting on AFS policy statement on need for an immediate release anesthetic/sedative – Shivonne – not present to report
 - d. 2012-2013 Budget line item for tax preparation – Jeff - done
 - e. Reimbursement check to Yanke – Michele – done
 - f. Expense form – add cell and resend – Michele – will do
 - g. Handbook finalize edits and post– done

1510 ITEM 2: President's Report

1. WDAFS – Updates – The website for the WDAFS meeting in Jackson Hole is up and running, registration is now open. Lodging is available for booking; there is limited space so register and book soon. Colleen is planning on attending. Bob Hughes brought forth two resolutions previously approved by WDAFS, seeking approval to send to Parent Society for their consideration: 1)

Recommending a Formal Independent Scientific Review and Survey of Potential Environmental and Socioeconomic Consequences of Large-Scale Mineral Extraction in the Bristol Bay Watershed and 2) Role of Dams and Conservation of Snake River Salmon, Steelhead, Pacific Lamprey, and White Sturgeon. WDAFS unanimously approved sending the resolutions to the parent society for their consideration.

2. Old Business -- requests and issues.
 - a. Website Updating – Colleen and Kara Anlauf-Dunn – Colleen has been in contact with Kara, both are investigating options for bids to hire a professional web designer. The company that the Alaska Chapter used is no longer accepting new clients at this time so we cannot use them. Both Kara and Colleen will find some local companies and get bids shortly after our Oregon Chapter annual meeting.
3. New Business – requests and issues
 - a. Allison Estergard Resignation – Bill sent an e-mail informing us of Allison’s resignation due to health issues. Michelle Scanlan and Megan McKim will replace Allison until the student subunit can elect a replacement for Allison permanently. Together they will constitute one vote. Elections will be in May. Bill will send out contact information for both. Colleen asked if one of them would be available to provide a student subunit update at the Annual Business Meeting. Bill indicated he would ask and, if not, he would provide the update.
 - b. Website Hosting Account – We received a past due notice, and our website was briefly shut down for non-payment. Demian paid the invoice, Michele reimbursed Demian, and we changed our contact info so that the Secretary/Treasurer will get all notices in the future. There was a very short amount of time between when we received the past due notice and when the website was shut down. Hopefully with the notices going directly to the Secretary/Treasurer e-mail account, we will avoid any lapse in web hosting in the future.
 - c. Funding Request – Pacific Northwest Freshwater Mussel Working Group – Michele’s initial reaction was thinking it would be more of a WDAFS request since the meeting seemed to be focused on a broader region. The actual meeting will be held in Hood River. The request was passed to fund at \$250 – Michele will send check.
 - d. Funding Request – 2012 Western Division Meeting – Dave Ward requested funding/sponsorship. Michele will send a check in the amount of \$500 to WDAFS to fund at the flannelmouth sucker level.
 - e. FOOW Requests – There are three requests at this time – Bess Balentine, Charles Barr, and Patrick Hayden. Since there were only three requests, Colleen will ask Kara to move the link to a more visible area of the webpage so more people can find it. Colleen will also change the language on the waiver form to reflect that the FOOW waiver will be used to let recipients register at the student pricing rate and that we will be accepting them on a first come first serve basis until the early registration

deadline Jan 20. All three FOOW requests were approved. Because inaccurate information was included on the website indicating registration waiver versus student pricing, all three recipients will be allowed to register at no cost.

- i. Selection of recipients – Michele will send an e-mail to the recipients to notify them of our decision to accept their request for a waiver.
 - ii. Guidelines – There was a discussion regarding how to review waiver requests: first come first serve or wait to deadline. After discussion it was decided that for the initial set of applications, we should wait to the deadline. If we don't have 10 from the first deadline, we will leave it open to first come first serve until we reach 10 waivers.
- f. Oregon Conservation Leaders' Group Meeting – December 12, 2011 – Demian attended the meeting and provided notes to Shivonne. Nothing on the agenda was strikingly fish oriented, and 60% of the room was ODFW. Demian will e-mail his notes to the entire ExCom.
- g. Committee Breakout Sessions – Expectations/Assignments – Colleen indicated that we previously discussed assigning the committees specific tasks as a means to increase participation and products, such as priority bills to track, and that we should proceed with developing these assignments. The committee chairs will be in charge of leading the discussions during the breakout sessions. Shivonne was not present so this discussion was tabled until our next meeting.
- h. Registration for Workshop Presenters – Discussed if workshop presenters should be required to register for the meeting and workshop if they will only be present for their workshop. There were two sides to this discussion. On the one hand, technically they should have to register; on the other hand, they have volunteered their time and effort. We decided that workshop presenters do not have to register for the workshop they are presenting in. However, annual meeting registration is needed if they stay for the rest of the meeting. Seeking a small donation for presenters to cover refreshments was also discussed and recommended. If not registering for annual meeting, presenters will still need to register (\$0) for the workshop selecting “pay at door” so name tags will be printed. Also, provide Michele with a list of presenters so she does not ask them for money at the registration table.
- i. Received a phone call from Doug Olson at the USFWS. He is looking for Chapter assistance with another conference, the Pacific Northwest Fish Culture Conference in Dec 2012. He is looking for assistance with the financial transactions for the conference, similar to what we have done previously and last year for the USFWS's Size at Age of Maturity workshop. It really wasn't a significant amount of effort, and Michele is happy to work with them again. Colleen will draft an agreement.

1520 ITEM 3: ExCom updates

1. Past-President

1. Hand Book Revisions – student paper and poster winner’s language was changed following last ExCom meeting and the 2011 version of the handbook is complete. It has been emailed to ExCom and posted to the website.
2. Piscatorial Press – The winter draft is complete. Comments are due back to Allison Evans on 1/13. The newsletter will be revised and posted for distribution Monday 1/16.
3. Membership “Committee” Update – A request was sent to Eva Prygodzki at the Parent Society to get the updated Oregon Chapter membership lists to see if the “check the box campaign” has made a difference in the chapter’s membership.
4. ExCom Recruiting for 2012-13 – The 2012-13 recruits include Todd Bucholtz and Mike Gauvin for President Elect, Bill Brignon for Vice President, Shivonne Nesbit for External Director, Amy Mai and Garth Wyatt for Secretary/Treasurer, and Michele Weaver for Internal Director.
5. Draft Klamath Dam Removal Letter for WDAFS – Demian finished a draft letter and sent it to Bob Hughes for review. Bob provided some comments back 1/11/12. Demian wanted to get a feel from Bob to see if the letter was on the right track. It will now get sent to Larry Dunsmore for edits and then proceed further to the water quality section and WDAFS. The letter request initially came from the water quality section. Regardless, it is important that the OR Chapter and Western Division also address the issue. The draft letter will eventually be submitted to WDAFS ExCom and ORAFS ExCom for consideration regardless of what action the Water Quality Section takes.

2. President-Elect

- a. Annual Meeting Planning – Call to follow – Minutes are available upon request from Jeff Yankee.

3. Vice President & Student Representative

- a. Student Subunit Update – Bill met with Rebecca Goggans (OSU Subunit Advisor) and student liaisons (Michelle Scanlan and Megan McKim) yesterday to discuss the student subunit. He pitched the Chapter’s vision for the subunit. He indicated they were open to the suggestions and that they would take the ideas back to the subunit leadership to see how the unit would like to proceed. The chapter will support them either way. They are currently an official AFS student subunit. Rebecca is close to retiring. She will meet with Dan Edge to see how to move forward with choosing her successor when she retires.
- b. Recruiting graduate students to Student Subunit – still working on it.
- c. Student Subunit Bylaws Revisions – Bill has everybody’s comments thus far, he will move forward with revisions when the club decides in which direction they want to go.

4. External Director’s Update – not present to report but submitted updates to Colleen.

- a. Legislative Liaison Contract for 2012 – Signed

- b. Sue Marshall Report – Shivonne distributed it by e-mail.
- 5. Secretary-Treasurer – minutes and money
 - a. Recent income and expenses – We have started receiving income from 123Signup for the annual meeting registrations. We have also started purchasing some items for the annual meeting (e.g., t-shirts and name tag supplies). Expenses include Post Office Box renewal, webhosting fee, and corporation license.
 - b. Reimbursement Status on 2011 Annual Meeting Invoice OSU – We received a request for our tax ID number and should be receiving payment soon.
 - c. Overall financial / investment status – good.
 - d. Investment Committee Update – nothing to update this month, would like to make some more progress before the term ends.
- 6. Internal Director - Sent an e-mail to Scott Heppell to inquire how the online scholarship submittals went. It sounds like it was a very cumbersome process, but we got about 10-15 applications. The current platform is not ideal, and we would like to see things improve. The existing platform splits applications into multiple pages that have to be pieced back together, but it's still better than hardcopy.

Jason would like to set up another online application for awards. There is only one page to upload for awards, so it may work well with our current platform. There are currently zero applications for awards thus far. Jason will **send out a list serve announcement soliciting more award nominations.**

- 7. Student Representative – not online to report.

1650 ITEM 4: Fall and Spring Workshop(s) – 2012 and Beyond

- 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)

1700 ITEM 5: Upcoming ORAFS meetings

- 1. ExCom calls every 2nd Thursday 1500-1700 hrs
- 2. Next Call – February 9

1625 meeting adjourned