

DATE: April 15th, 2014

TO: ORAFS Executive Committee

FROM: Tony Siniscal, Secretary/Treasurer

SUBJECT: Minutes from ORAFS Executive Committee Meeting, April 15th, 2014 from 1500-1600



Conference Call Information: Phone: 712-732-0180 Participant Code: 401355 #

ExCom Present: President – Todd Buchholz, President Elect – Mike Gauvin, Past President – Jeff Yanke, Secretary/Treasurer – Tony Siniscal, External Director – Holly Huchko, Internal Director - Michele Weaver, Vice President – Kevin McDonnell, Guest (Incoming President Elect) – Troy Brandt.

1505 ITEM 1: Review

1. Introductions, life, and work updates.
2. Review Agenda – Several items were added to the agenda by ExCom members.
3. Approval of minutes from previous conference calls.
 - a. January minutes – A motion was made to accept the January Minutes as submitted. The motion was seconded and passed unanimously.
 - b. March Minutes – Approval of the March meeting minutes was tabled in order to give everyone time to go over them. **Action Item:** The March meeting minutes will be considered for approval at the Spring Retreat in April.
4. Action Items from previous meetings – Action items were listed by Tony and included:
 - a. Stream Continuum/Habitat Poster - A timeline and deadline will be determined at the spring retreat for the Education Committee.
 - b. Hatchery Vs Wild publication – After consulting with all of ExCom Holly will decline the request from a member for ORAFS to take a position on this publication (Lister).

1515 ITEM 2: President's Report

1. WDAFS Update
 - a. The WDAFS annual meeting in Mazatlán, Mexico was a huge success and was very well attended by students and professionals.
2. Society Update – No Update.
3. Old Business
 - a. ORAFS Membership
 - i. ExCom is attempting looking into membership numbers. Our particular interests are in how many registered OR Chapter members we have, and how many Society members live in Oregon and are not Oregon Chapter members.
 - ii. The membership figures are managed by the Society and we receive updates monthly.
4. New Business
 - a. Spring Retreat - The ExCom Spring Retreat will be held in Lincoln City on the weekend of April 26th. The purpose of the meeting is to review the previous fiscal year, discuss the work plan and budget for the upcoming fiscal year, say goodbye to the outgoing ExCom members and “Pass The Torch” to the incoming ExCom members.

1530 ITEM 3: ExCom updates

1. Past-President – Jeff Yanke
 - a. Handbook and Strategic Plan - Jeff reminded us that his tenure is ending and that he would like to have all loose ends tied up by the end of his term. The Handbook and the Five Year Strategic Plan need to be reviewed by all ExCom members by the Spring Retreat. **Action Item:** Comments and revisions on the Handbook and the Strategic Plan should be submitted to Jeff by 04/21/14 so that he may bring the final drafts to the Spring Retreat.
 - b. 2015 Society Meeting in Portland – The AFS meeting in Portland is a combined AFS, WDAFS and ORAFS meeting.
 - c. Future WDAFS Meetings – 2018 and 2019 WDAFS Annual Conferences have not been claimed yet. ORAFS should consider hosting one of those meetings.
 - d. Website Update
 - i. New and continuing ExCom need to submit/review/update their contact information for posting to the chapter webpage.
 - ii. Abstracts for the 2014 Chapter Meeting have been posted on the website.

- e. Piscatorial Press Update - The Spring Piscatorial Press (PP) has been posted to the website. The summer PP should be posted in June with a draft due in late May.
 - f. Nominations – We need to have a discussion as to how we will handle nominations and elections for 2015 without having a Chapter annual meeting in Fiscal Year 2014-2015.
2. President Elect – Mike Gauvin
- a. 2014 Annual Meeting Recap
 - i. Mike needs the results from the 2014 Annual Meeting Evaluation. **Action Item:** Todd will compile and forward the results to Mike.
 - ii. NWFCC Request – Representatives from NWFCC have asked if The Chapter would be willing to set up an additional account under our Federal Tax ID to hold some of their conference related money. **Action Item:** Mike will reintroduce this topic at the Spring Retreat.
3. Vice President – Kevin McDonnell
- a. Resolutions and Bylaws – The Resolutions and Bylaws Revisions have been finalized.
 - b. Mentorship Program – Kevin and Andrew have been working on the mentorship program.
4. External Director – Holly Huchko
- a. Legislative Liaison
 - i. Invoicing - Sue Marshall’s final invoice needs to be paid. **Action Item:** Tony will send a check.
 - ii. New Liaison –
 - 1. Sue has agreed to help with the vetting process for the new legislative liaison.
 - 2. Holly has received two applications in response to the RFP for a new liaison.
 - 3. Holly has requested assistance in reviewing the proposals for a new liaison. **Action Item:** Holly, Mike and Todd will review the proposals and choose a prospective candidate. Contract will be decided at Spring Retreat.
 - 4. Sue’s contract ends April 30, new liaison will start May 1, 2014.
 - iii. White Papers – We are hoping to develop a few white papers this coming year on a variety of potential topics including: “Hatchery vs Wild”, “Marine Reserves”, “Riparian Buffers”,

and "Water Allocation". Holly stressed the importance of prioritizing requests for reviews and white papers this coming fiscal year.

iv. Committee Work plans – The new committee chairs start their tenures on May 1st; draft work plans can be expected in June.

5. Internal Director – Michele Weaver

- a. Annual Meeting Venue Invoicing – Michele has received a corrected invoice from the Hilton. Michele saved us some money by catching some errors in the original invoice.
- b. Conservation Leaders Meeting – Michele and/or Demian will continue to attend the conservation leaders meeting and represent the Chapter.
- c. AFS 2015 – The planning committee will be visiting Portland in May. Michele encouraged ExCom members to sign up for responsibilities on the 2015 Planning Committee spreadsheet.

6. Secretary/Treasurer – Tony Siniscal

a. Accounts Update

i. Business Checking-

March

02/28/2014 – \$130,106.47

5 Credits \$17,568.70

20 Debits \$23,801.70

03/31/2014 – \$123,873.97

ii. Money Market-

February

02/28/14 \$100,167.49

Interest accrued in March - \$4.25

Interest since inception - \$171.74

03/31/14 \$100,171.74

b. Outstanding Financial Items – Please make sure all items needing payment or reimbursement are turned in by the Spring Retreat.

1605 ITEM 5: Upcoming ORAFS meetings

- 1. The Spring Retreat will be the April 25th – 27th in Lincoln City.
- 2. ExCom call are typically held second Thursday of every month from 1500 to 1700.