

DATE: June 26th, 2014

TO: ORAFS Executive Committee

FROM: Tony Siniscal, Secretary/Treasurer



SUBJECT: Minutes from ORAFS Executive Committee Meeting, June 20th, 2014 from 1500-1645

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

ExCom Present: President – Mike Gauvin, President Elect – Troy Brandt, Vice President – Jason Seals, External Director – Holly Huchko, Internal Director - Kelly Coates, Secretary/Treasurer – Tony Siniscal, Student Subunit Representative – Emily Schroeder, Symposia Planning Team – Gary Vonderohe, Ian Tattum, Ryan Couture.

1500 Call To Order and Welcome

1. Review Agenda – There were no new items added to the agenda.

1520 ExCom Updates

1. Secretary-Treasurer – Tony Siniscal

- a. Accounts Update

- i. Business Checking-

| | |
|-------|---------------------------|
| April | 03/31/2014 – \$123,873.97 |
| | 3 Credits @ \$2,030.10 |
| | 16 Debits @ \$19,733.32 |
| | 04/30/2014 – \$106,170.75 |
| May | 05/01/2014 – \$106,170.75 |
| | 1 Credits \$4,075.00 |
| | 10 Debits \$48,918.68 |
| | 05/31/2014 – \$61,327.07 |

- ii. Money Market-

| | |
|-------|-------------------------------------|
| April | 04/01/14 - \$100,171.74 |
| | Interest accrued in April - \$4.12 |
| | Interest since inception - \$175.86 |
| | 04/30/14 - \$100,175.86 |
| May | 05/01/14 - \$100,175.86 |
| | Interest accrued in May- \$4.12 |
| | Interest since inception - \$179.98 |
| | 05/31/14 - \$100,179.98 |

- b. FY 2013 – 2014 Taxes – We have received an estimate from RAS CPAs for \$800 to \$850 to prepare our taxes for FY 2013-14 which is within our budget

constraints.

Action Item: Tony will work with the CPA to get the taxes completed for FY 2013-2014.

c. Meeting Minutes

- i. April – There was a motion to approve the April meeting minutes as submitted. All approved.
- ii. Spring Retreat – There was a motion to approve the Spring Retreat minutes as submitted. All approved.
- iii. May minutes are forthcoming and will be sent to ExCom soon.

Action Item: Tony will send all approved meeting minutes to date to Mike Meeuwig for posting to the website.

2. President – Mike Gauvin

a. 2014 Budget and Work Plan

i. Discussion

1. WDAFS and Parent Society Annual Meetings – There will not be a Western Division Meeting during this fiscal year as it will be held in conjunction with the Parent Society Meeting in 2015. This will be a cost savings, however, some of the savings will be used to cover attendance at the Quebec 2014 Parent Society Meeting as travel and lodging is a bit more expensive than usual.
2. Legislative Liaison Expense – There will be an increase in the contract fee for legislative consulting as we are using a new contractor.
3. Scholarships – There was a discussion on potentially reducing the amount of scholarship this year to cover some of the budget shortfall. Mike will leave the amounts in the budget unchanged but we may opt to not disburse the full amounts this year.
4. Adaptive Budget – We need to find savings where we can to make up for the reduced income this year and the declining trend in chapter finances. ExCom will keep this in mind during fiscal year 2014-2015.

ii. Approvals

1. There was a motion made to accept the budget as submitted by Mike. Discussion points are outlined above. The motion was seconded and passed unanimously.
2. There was a motion made to accept the work plan as submitted by Mike. The motion was seconded and passed unanimously.

Action Item: Mike will send the completed budget and workplan to Mike Meeuwig for posting to the website.

- b. WDAFS Update – Mike participated in the WDAFS conference call. Western Division gave an update on their very successful annual meeting in Mexico. The Mexico chapter made a respectable amount of money from the meeting. This is great news for a small and newer chapter.
 - c. Electronic Voting – Mike has been in contact with WDAFS and the Parent Society with respect to how they hold electronic elections.
Action Item: Todd will compile the information and present the details to ExCom.
 - d. West Coast Salmon Summit Sponsorship Request – The West Coast Salmon Summit has requested sponsorship for the meeting in Coos Bay in October. There was a motion made to sponsor the meeting for \$500.
Action Item: Upon receipt of an official sponsorship request ExCom will submit payment.
3. President Elect – Troy Brandt
- a. Hatchery Vs Wild Workshop – The symposia planning team gave an update on progress. The venue and date still need to be set. Once the dates are confirmed the team will lock in presenters. The Marriot, Double Tree and Hilton in Portland are being looked into.
4. Past President – Todd Buchholz – No Update.
5. Vice President – Jason Seals – No Update.
6. External Director – Holly Huchko
- a. Legislative Committee – The Legislative committee met in May to line out duties and come up with a plan for the fiscal year. Our legislative liaison will give an update of activities at the fall retreat.
 - b. White Papers
 - i. Hatchery Vs Wild – Doug Olson will put together an outline. Haley Blake will keep track of progress.
 - ii. Marine Reserves – Josie Thompson will work with the Marine Habitat Committee Chairs to recruit writers.
 - iii. Riparian Buffers – Andrew Futerman is working with OSU faculty and students to see if the student can contribute to a paper. Todd has offered to help with questions on the topic.
 - c. Chapter Outreach Poster/Handout – Todd, Holly, Mike and Troy are working on updating the Chapter Poster with recent accolades and pictures. Holly is working on a cost estimate for printing and will present to ExCom.
 - d. Website – Holly has been working on website items, including adding historical materials from the Annual Meeting. Holly sent out an email with

instructions on accessing chapter email addresses online. ExCom members should clean out their chapter inboxes

- e. External Committee Work plans – The committees are still drafting work plans and will send to ExCom for final comment.
 - f. Portland 2015 Society Meeting Workshop – The Chapter is pursuing an Oregon-centric workshop for the 2015 National Meeting in Portland. A freshwater habitat workshop was approved by the National Meeting Planning committee and would include tours to local sites.
7. Internal Director - Kelly Coates
- a. 2016 Annual Meeting Venue – Kelly has been looking into the costs and benefits of the Seaside venue versus the Riverhouse in Bend.
 - i. Seaside – 15% gratuity, no food/beverage minimum, no fee for AV usage, no charge for vendor table, and food and tapping prices are cheaper than the Riverhouse. The downside is that the seaside venue is a bit outdated.
 - ii. Riverhouse in Bend – 19% gratuity, \$28K minimum food and beverage costs, \$2K for AV equipment, and \$60 per vendor table.
 - iii. Discussion – Given our recent financial trends it might be prudent to scale back on annual meeting costs; ExCom is also interested in trying out a new venue and location.
Action Item: Kelly will put a hold on both venues to lock in the prices. ExCom will continue the discussion and decide by July.
 - b. ExCom Fall Retreat – This discussion was tabled until July.
8. Student Subunit Representative – Emily Schroeder
- a. Introductions – ExCom members introduced themselves and gave a background for Emily.
 - b. Emily outlined the subunits goals for the upcoming school year which include outreach and volunteering.
9. Other Items
- a. Outstanding Action Items – There are several outstanding action items from May and the Spring Retreat.
Action Item: Tony will send out a list of outstanding action items to ExCom.

1630 Upcoming ORAFS meetings

1. ExCom calls are typically held the second Thursday of the month from 15:00 to 17:00.
2. The next conference call is schedule for Thursday August 14th at 15:00.

1645 Meeting Adjourned By Motion and Vote