



American Fisheries Society

Oregon Chapter

OR Chapter AFS: PO Box 8062 Portland, OR 97207-8062

TO: ORAFS Executive Committee

FROM: Katie Pierson, Secretary

SUBJECT: Minutes from ORAFS Executive Committee Teleconference, Friday, March 17, 2017 1500-1700

In attendance: Past President – Troy Brandt, Vice President – Jeremy Romer, Internal Director – Gary Vonderohe, External Director – Cory Sipher, Secretary – Katie Pierson, Treasurer – Tony Siniscal, Student Subunit Representative – Jacob Peterson, Human Diversity Committee Chair – Gabe Sheoships, OSU Student Advisor – Scarlett Arbuckle

1512 Call to Order/Welcome Additional Agenda Items

Human Diversity Committee — Gabe Sheoships

- Human Diversity Scholarship selection
 - This year the selection process was modeled after Scott Heppell’s scholarship review for the ORAFS student scholarships. The Human Diversity Committee acted as the review committee and they used a protocol similar to Scott’s for ranking the applicants. The committee met and came to a consensus about the winner.
 - ExCom does not need to vote on this selection, but should be informed when a decision has been made.
 - We have received funds for a 2018 diversity scholarship from Denny Lassuy.
 - There was a lot of interest generated from the human diversity session (“Diversity and Inclusion in Science”) at the ORAFS 2017 Annual Meeting.
 - Action Item: Gabe will add documents to the Human Diversity folder of the ExCom Google Drive.
 - Action Item: Cory will review the ORAFS Administrative Handbook and Bylaws to make updates to the diversity section to include the selection process as necessary.

President – Ben Clemens (out)- Troy covered

- The 2017 Annual Meeting was very successful. Troy thanked everyone for their hard work.
- ORAFS ExCom received word that we won the WDAFS Outstanding Chapter Award.
- Ben has added the “Casting a Broader Net” meeting program and some other meeting metrics to the WDAFS application to be included in the AFS Outstanding Chapter of the Year Award application. Usually AFS notifies recipients before the AFS Annual Meeting (held in August).
- Action Item: ExCom will discuss WDAFS and AFS Tampa donation requests during the spring retreat.
- ExCom should send spring retreat agenda items to Ben. The spring retreat is where outgoing ExCom can pass institutional knowledge to incoming ExCom. ExCom should upload documents to Google Drive prior to the retreat so that we can all reference them.
 - Action Item: Prior to the retreat, Shivonne will work on the 2017-2018 work plan and budget, which need to be voted on prior to the end of the fiscal year.

- Action Item: Gary will send the information about spring retreat location this weekend, Troy will organize Corvallis carpool and everyone should plan on showing up around dinnertime Friday.
- The Meeting Metrics Sheet is now in Excel format.
 - Action Item: Katie will be working on it this weekend, and sending around for input.
- ExCom will discuss the Coastal Cutthroat Symposium request (previously forwarded from Ben to ExCom) at spring retreat. We will discuss the timeline at the spring retreat.

President-Elect – Shivonne Nesbit (out)- Troy covered

- Shivonne and Troy made thank you cards and a one page meeting review to send to vendors/sponsors/committee chairs/honored guests. There are some extra cards if ExCom would like to send more thank you notes.
- Action Item: Shivonne will send a poll to meeting attendees and Troy will send a poll to meeting vendors.

Internal Director – Gary Vonderohe

- Spring retreat will be in Hood River on April 7-9th.
- Gary received an invoice from the Riverhouse for Annual Meeting expenses with a few items to dispute.

Secretary – Katie Pierson

- Vote to approve February meeting minutes: Tony makes a motion to approve the February meeting minutes, Gary seconded; no discussion; motion passed unanimously.
- Katie will have a draft of the business meeting minutes for current ExCom to review, and be finalized before April 30th, she will then pass it on to the incoming Secretary to save for the business meeting.

Treasurer –Tony Siniscal

- Treasurers Report
 - Accounts Update
 - Business Checking
 - February

01/31/2017	\$72,647.79
Credits	\$62,492.38
Transfers	\$0
Debits	-\$2,377.00
Checks	-\$1,045.98
02/28/2017	\$131,717.19
 - Investments
 - WDAFS Endowment Fund – Oregon Chapter fund

Balance	02/28/2017	\$18,626.89
5-Month Gain/Loss		+\$1,070.40 (+6.1%)
 - Charles Schwab ORAFS Investment Account
 - February

Balance	02/09/2017	\$272,548.35
Transfers		\$0

	Lifetime Gain/loss	+14,064.34 (+6.1%)
	Equities/ETFs/Bonds	\$244,577.38
	Cash & Cash Invested	\$35,231.21
Balance	03/16/2017	\$279,808.59

- Credits in February are registrations fees and sponsorships from the Annual Meeting. We have not received the final bill from the Riverhouse yet.
- There is a year of operating budget reserved in the checking account and an additional year's worth of funds held as "cash" in the investment account.
- The ORAFS investment account and the WDAFS endowment account hold similar investments and exhibit similar trends.
- The Treasurer email account has been getting more, and higher quality phishing attempts. It is a problem at all levels of AFS. Tony suggests that one way of limiting the risk of a future ORAFS Treasurer unknowingly responding to a phishing request, is to remove the treasurer email from the ORAFS website. The email is usually only used during ORAFS Annual Meeting registration, and the email address is also on the 123signup page. Another idea is to change ExCom officer email addresses to the officer's position title [at] orafs.org. For example, treasurer [at] orafs.org.
 - Action item: Decide whether we should implement this strategy or another, during the spring retreat with the input of Shivonne and Ben.
- The ORAFS credit card was victim to fraud the weekend after the Annual Meeting. Multiple attempts were made, but they were declined. One charge of \$200 went through and Tony called the Bank and filed a disputed charge claim, the charge was reversed.
- Some Near Final Numbers:
 - Raffle/Live and Silent auction/Cornhole \$15,655 (near final)
 - Breakout: \$640 cornhole, \$4,156 raffle, \$6,534 live auction, \$4,116 silent auction
 - \$1,250 in ORAFS apparel and ORAFS logo item sales (i.e. mugs)
- Our final bill was \$2,300 for student rooms, of which OSU will pay \$1,500 (which is \$500 more from what they previously agreed upon).
- Tony called Dan Cassidy (Deputy Executive Director AFS) to find out more about the Hutton program. He will provide ORAFS with a breakdown of the overhead cost of Hutton. Katrina Dunn (Director of Development AFS) was also on the call with Dan and was able to answer the question about whether we could ensure that the scholar would be from Oregon. She stated that if a state or organization donates money, AFS has the ability to keep the money in the state of origin. If we have a mentor identified the overhead can be negotiated (can get the overhead to around \$1,000). We will provide these types of details to the membership when we poll them. Another detail is that the Hutton program will accept money at any time and it does not have to be the full \$6,800 of a student sponsorship. There is an account for the Hutton Scholarship Program and money is dispersed to the area where it came from. AFS will help administer a partnership with ORAFS and the mentor (if we identify one).
 - Tony would like to point out that the Financial and Sustainability and Investment committee's goal is to start investing some of our money into the ORAFS mission in the next budget year. We also must address this in a timely fashion since it was brought up at the Business Meeting.
 - Action Item: ExCom will finalize the Hutton scholarship poll at the spring retreat.

Past-President – Troy Brandt

- Legislative Committee briefing

- Senate Bill 3 is in flux, there has been a lot of email traffic and a weekly phone call to discuss the amendment that is being written. The goal of Senate Bill 3 is to replace the moratorium on suction dredge mining with a more restrictive permitting process. There are three points that are being amended right now: grandfathering of current suction dredge miners, how to deal with bull trout habitat, and addressing suction dredge mining in streamside riparian zones.
- Troy plans to stay on the legislative committee until at least the end of the session.
- H/W paper
 - Action Item: Troy will finish by May, when he leaves office.

External Director – Cory Sipher

- Lora Tennant has uploaded “Oregon’s Marine Reserves” joint position paper and “Suction Dredge Mining Impacts...” White paper to the ORAFS website.
- Bill Wall is stepping down as Freshwater Habitat Chair; he has indicated that he will help find a replacement. Bill has also expressed a willingness to work with ExCom to complete the Pesticides/Herbicides White paper.
 - Action Item: Cory will work with incoming External Director to fill the vacant Freshwater Habitat Chair.

Vice President – Jeremy Romer

- James Bartlett is working on getting thank you notes to people who donated to the raffle/auction.
- Karen and Michelle have sent thank you notes to the volunteers and asked for improvement suggestions from the volunteers.
- We sold the Spirit Mountain Casino donation twice (once at silent auction and once at raffle). This happened because the tickets were in one pile and the description sheet was in the other pile.
 - Action Item: James is following up with Spirit Mt. Casino to see if they will donate again, or give us a discount. If not, ORAFS will buy the full ticket price and give to the winner of the silent auction.
- Suggestion: There should be a minimum increment of bidding at the silent auction for bigger items so that people do not get outbid by \$1 at the last minute.

Student Representative – Jacob Peterson

- There has been a lot of positive feedback from the 16 club members who attended the annual meeting. The OSU Fish & Wildlife Club sold a lot of merchandise at the annual meeting. Jacob has been working on recruiting for the liaison position and he currently has three students interested. The election for the leadership team will be held May 3. The spring break trip will still include sage grouse surveys and redband trout surveys in the Hart Lake area of Central Oregon, weather dependent. Jacob is putting together a workshop at the Oregon Hatchery Research Center.
- Jacob and the club propose to have two student representatives instead of one. They believe the increase in liaisons will help with the communication, and be able to complete more of the duties stated in the club bylaws. The club recognizes that one student might not be able to do it all. It was also suggested that instead of two liaisons, we could have a liaison and a liaison-elect. Jacob acknowledged that the position is what you make of it. He took on more of the club duties this year and he believes that there could be more balance between the liaison duties and the club duties. He thinks it is very rewarding and worthwhile to be the liaison for ORAFS.

- ExCom likes the liaison-elect idea, but acknowledges that having two liaisons does not work with our voting structure. The club is welcome to be more interactive with ExCom and ExCom wants to promote communication both ways through the liaison.
- Action Item: ExCom will discuss the liaison-elect idea at the spring retreat.

Additional Items:

Proposal for materials grant:

- Tony makes a motion to approve the materials grants that the Education and Outreach committee recommended at this meeting (\$1,000 to one entity, \$1,000 split three ways), Katie seconded; ExCom mentioned that they are unsure why it was split in the first place (although that is allowed), suggest that there is a more transparent ranking in the future; motion passed unanimously.

Piscatorial Press

- Troy reminds everyone to write up their sections for the PP. Inspiration can be found in past newsletters.

1645 Call for Adjournment

Spring retreat: **April 7-9, 2017**

Next conference call: **April 13, 2017**