



# American Fisheries Society

## Oregon Chapter

Thursday July 19, 2016 3:00 PM – 5:00 PM

**ExCom Present: President-elect –Shivonne Nesbit, President- Ben Clemens, Past President- Troy Brandt, Vice President- Jeremy Romer, Internal Director- Gary Vonderohe, External Director- Cory Sipher, Treasurer- Tony Siniscal, Secretary- Katie Pierson, Student Representative-Jacob Peterson**  
**Members Present: Webmaster-Lora Tennant, TWS liaison- Laura Tesler**

### 1504 Call to Order/Welcome Additional Agenda Items

- Ben asked if there were any additional agenda items; Katie mentioned that we needed to approve the Spring retreat minutes, Ben continued with the agenda.

### Lora Tennant – Webmaster

- General expectations and duties
  - If ExCom wants a receipt from Lora when she has addressed something, we need to ask her to tell us when she has accomplished the posting. She is in the field a lot in the summer (late May through October) but will get to everything in a timely manner, if you don't notice a change in the website, send a reminder. Try to limit the number of emails that you send to Lora (put multiple actions in one email if you can).
    - **Action Item: Lora will set-up an ORAFS email account for Steve Kucas for the Fisheries Career Counselors program.**
- Job announcements
  - The job announcement form (<http://orafs.org/orafs-job-board-posting-form/>) on the ORAFS website contains all the information needed for the webmaster to add job postings to the job tab on the ORAFS website.
  - When ExCom receives job announcement, direct the person to the ORAFS website so that they can input the information directly in the online job announcement form. The webmaster will periodically check the job page so that it only contains current job announcements.
  - Shivonne suggests that we post jobs on the Facebook page as well. Once a job is posted to the ORAFS website, Lora gets a link to that job which she can then add to the Facebook page.
  - Cory is an Administrator for the Facebook webpage, and so he can give Lora access as an Editor to the Facebook page or figure out how to cross-post the job announcement on the Facebook page and the website. Leave it up to Lora as to how much she will post.
- Facebook Discussion
  - Historically, Facebook posts have just been from those few Administrators and Editors on ExCom who want to post. Cory can add people as Editors (editors can post on FB page).

- Social Media Committee- Shivonne suggests that ExCom reviews the Social Media policy. Holly Huchko is still interested in being involved.
  - Action Item: Shivonne will reach out to Demian Ebert (Social Media Chair) and gauge his interest in continuing as the Social Media Chair. ExCom will discuss the Social Media Committee next call.

**Treasurer – Tony Siniscal**

- Treasurers Report
  - Accounts Update
    - Business Checking
      - June
 

05/31/2016 – \$106,366.50		
	Credits	\$3,175.90
	Transfers	\$24,300.00
	Debits	\$466.20
06/30/2016 – \$84,766.20		
    - Money Market
      - June
 

05/31/2016 – \$200,661.48		
	Monthly Interest Accrued -	\$3.58
	Interest since inception -	\$24.84
	Transfers –	\$24,300.00
06/30/2016 – \$224,965.06		
    - AFS Chapter Dues – The 2015 Chapter dues check has yet to be received; Tony has asked AFS when we could expect it and the amount. Eva indicated that the Parent Society is conducting a review on how the dues amounts are calculated and could not give an estimated time or amount.
    - Tony is working with our Certified Public Accountant on our taxes, but it is likely that we will file for an extension.
    - Action Item: Tony will send a cleaned up version of the Spring Retreat minutes and we will vote on them in August.
  - Annual AFS, Kansas City
    - Tony will send a detailed cost estimate to Ben for the trip to Kansas City. Costs will include: fees associated with using the free flight voucher, registration \$455, hotel, and transportation. Ben approved Tony to use the ORAFS credit card for the purchases and send everything to Ben via email.
  - Bank of America
    - Still waiting to hear back from the Bank of America representative about streamlining the transfer of signer authority from the Past President to the President.

**Secretary – Katie Pierson**

- June meeting minutes
  - Tony made a motion to approve minutes, Shivonne seconded; there was no discussion; the motion passed unanimously.
- Action Items from June
  - Troy
    - Troy will reference the administrative handbook and other guidance to determine the roles of ExCom and the committees in administrating our social media.

- ~~○ Troy will draft an announcement for the Piscatorial Press outlining the new financial plan once adopted.~~

- Troy will work towards finalizing the Hatchery:Wild white paper.

#### Ben

- Ben will invite Jim Capurso to an ExCom conference call in the fall to discuss the selection and disbursement of the Native Fish Award.
- ~~○ Ben will contact Laura Tesler to see if she is still interested in being our TWS liaison.~~
  - ~~○ Ben did contact and they will have a conference call tomorrow (June 10, 2016).~~
  - ~~○ Laura is interested in continuing in her role as liaison, and will be calling in on our July teleconference.~~
- Ben will schedule a follow-up call with Cory, Shivonne, Troy, and chairs for the Legislative, Natural Production, and Freshwater Habitat committees to discuss the Herbicides/Pesticides white paper.
  - See President Update below.

#### Tony

- Send edits to Tony and we will vote on the Spring Retreat minutes at the next ExCom conference call in August.

#### Jeremy

- Contact Lora to get an official ORAFS e-mail address for Steve Kucas regarding the Fisheries Career Counselors project.

#### Gary

- Gary will draft a "legacy document" that outlines when/why/how a scholarship/grant/award was created and how long it is expected to continue and will update the information on the website.
- ~~○ Gary will work to finalize the Annual Meeting Planning Handbook; ExCom should provide assistance where needed.~~
  - ~~○ Gary is still waiting to talk to Jason Seals about legacy document and annual meeting handbook. Gary will touch base with Jason next week.~~
- ~~○ Gary will negotiate tapping and corkage fees once the 2018 venue is on contract.~~

#### Cory

- ~~○ Cory, with help from Ben, Troy, Haley, will put together a scope of work for the liaison, RFP, come back to ExCom in 1 to 2 months with the results. Draft will be done before next conference call. Use Sue Marshall's RFP.~~
  - ~~○ Cory will send out the 3 page RFP to ExCom and incorporate comments.~~
- Cory will provide more information about the Frank Moore Steelhead Sanctuary to the ExCom before the next conference call and we can discuss whether it is something we want to have our name attached to or write a letter of support. Cory will include Haley on the updates.

### **President – Ben Clemens**

- Herbicides/Pesticides White Paper status
  - Ben, Cory, Shivonne, Troy, and chairs for the Legislative, Natural Production, and Freshwater Habitat committees had a teleconference to discuss the Herbicides/Pesticides white paper. The Natural Production and Freshwater Habitat committee chairs are polling their committees to gauge interest and ability of committee members to contribute to the development of this white paper. The

Legislative committee is looking for a legislative nexus for this paper that could help focus its scope. A follow-up call with these same individuals will occur early August. The long term goal is for the paper to be written in about 1 year.

- Next ExCom conference call will be on August 19<sup>th</sup> from 3 to 5 PM.
- Piscatorial Press
  - Summer PP was impressive and just was sent to the listserv. Ben commended Troy for his efforts as an interim Editor of the PP.
  - ORAFS is still seeking PP editor, for around 20 hours of compiling the information and then formatting the PP quarterly. Ben asks ExCom to brainstorm ideas about who would be good for that.
- Google Drive
  - Ben reminded ExCom members to add documents to the Google drive.
- Meeting metrics
  - Gary, Jason and Troy have been working on compiling meeting metrics, which is attached as an Appendix to the Meeting Handbook (will also be placed on Google drive).
- Student Representative
  - ExCom may need to move away from having a set meeting time to accommodate people's changing schedules (especially the student representative). The Chapter needs student input and encourages the student representative to be present and bring ideas.
- Input, timeliness and transparency of ExCom interactions
  - Reminder to comment with initials on all documents being sent around to ExCom. The monthly meeting minutes will be sent around once, and then a clean version will be sent a week prior to the next conference call.
- Outstanding Chapter of the Year Award 2016
  - ORAFS has again received the AFS Chapter of the Year award. Ben offered congratulations to everyone involved!

#### **Laura Tesler – Liaison with TWS**

- There are many issues of shared interest between the Wildlife Society and AFS. Therefore, the need for a Liaison is important. For example, the recent Marine Reserves position paper by The Wildlife Society (TWS) exemplifies this co-occurrence. Laura does sit on the conference calls with the Board of the Wildlife Society. She would like to use her role as a Liaison to encourage more “Surf and turf” collaboration. The Wildlife Society has a membership of around 270 people. It is an active political organization, currently tracking ivory, and looking into alternative task funding, which may include increasing corporate taxation to fund a state conservation program. Laura would like to work with the ORAFS Legislative committee to keep everyone informed. Laura also made a personal plug for the Hutton Scholarship program and urges anyone interested in being a mentor to get in touch with the program.

#### **Past-President – Troy Brandt**

- Summer PP
  - Troy sent several requests for fisheries articles and received positive responses from all of them resulting in a Summer PP that is information heavy.
- Investment funds transfer to Schwab account vote
  - ORAFS has a financial advisor with Charles Schwab. Currently we are not being charged for financial counsel.

- The first call with the ORAFS investment committee is next Tuesday. If anyone is interested contact Tony or Troy. This is an exciting time because the last time money was invested was in the mid-2000s.
- Troy moves to transfer \$200,000 from Money Market Savings to a Charles Schwab investment account. We will start by putting money in certificates of deposit (CDs). Jeremy seconds. See discussion below; the motion passed unanimously.
  - Discussion: Tony will check with money market account to make sure we don't start accruing fees if the money market account falls below a certain balance. He will move money around so that is not the case. The Investment Committee will aim to keep two years of the operating budget in liquid assets. The guidelines for managing our funds are outline in the ORAFS Financial Sustainability and Investment Policy. One-year operating budget will stay in checking (\$40k), second-year (additional \$40k) is invested in certificates of deposit (CDs) and the excess will be invested in other opportunities (move to Charles Schwab account). We will maintain at least \$50k in savings and checking. Timeline within the next month (by next conference call).
    - Action Item: Tony will transfer the \$200,000 from Savings and Checking into the Schwab account by the next conference call.
- Because of the slow movement of money in investments, Tony suggested that the Investment Committee will provide a quarterly review, rather than a value for each call.
- Legislative Liaison (LL) Request for Proposals (RFP) update
  - We have heard back from 4 respondents; the deadline is July 29<sup>th</sup>. Oregon legislative calendar starts getting in session in September; so our timeline is close.
- Legislative Committee recruitment
  - If you know anyone that is interested in the committee, talk to Troy.
  - Action item: Troy will talk about the protocols for making decisions within the Legislative Committee during upcoming conference call.
- ExCom Recruitment
  - Troy reached out to current ExCom to see if they want to compete again for their current position (or others) and began compiling a list of additional potential candidates for ExCom.
- Hatchery/Wild paper
  - Ben and Troy will talk about the best way forward.
- AFS Committees: Investment and Membership
  - The AFS Investment committee will meet with the incumbent AXA Financial advisement firm.
  - The American Fisheries Society is now looking into membership levels internally because of points that were brought up by the Western Division members of the Membership Committee.

### **President-Elect – Shivonne Nesbit**

- Annual meeting
  - Theme: Casting a Broader Net: Increasing Diversity in the Fisheries Profession.
  - Plenaries: One plenary speaker is confirmed.

- Workshops: Guide to Sharing Your Research with the Public, Bayesian Statistics for Beginners, Genetics 101.
- Conference calls for annual meeting planning
  - Shivonne is setting up a planning team meeting for August.
  - Shivonne will update the ExCom on major decisions at these monthly calls, but suggests that ExCom try to make it to the annual meeting conference calls.

#### **Internal Director – Gary Vonderohe**

- Fall retreat
  - We will stay in the Bend/Sunriver area. We will tour The Riverhouse as part of the fall retreat.
  - Action Item: Ben will send out a doodle poll for September/October fall retreat.
  - Action Item: Once date is set, Gary will find a house for the fall retreat.
- Status of Eugene venue for 2018 annual meeting
  - Gary negotiated a smaller corkage fee, however, tapping fee was set at the lowest they can go.
- Annual meeting handbook status
  - The Handbook is a working document; edits will be made as necessary.
  - Action Item: Make final edits to this document and get to Gary next week.

#### **Vice President – Jeremy Romer**

- Status of e-mail account for Steve Kucas (facilitator/data steward for Fisheries Career Counselors)
  - An email account is being created by the ORAFS Webmaster as we speak.
- By-laws
  - Jeremy started to look into the by-laws and will continue to amend the by-laws as needed.
- Student participation and outreach
  - Action Item: Jeremy will call Jacob (student representative) and discuss involvement and expectations.

#### **Student Representative – Jacob Peterson**

- It is the summer, so there are no updates from the society. He will talk to Jeremy about expectations of the position.

#### **External Director – Cory Sipher**

- Status and next steps of Marine Reserves White Paper – ORAFS
  - This White Paper was tabled for discussion due to the tone of the paper (advocacy tone). Surfrider reviewed the document; however it was never finalized or approved by ExCom.
  - Shivonne thinks the version on the website (March 19, 2003) is not the most up-to-date version of this white paper and that that White Paper should be referenced and updated. Cory will check with the Marine Committee Chair (or previous chair) on the status of the Marine Reserve white paper that was being updated when Scott Heppell was the committee chair.
  - Any new White Paper on Marine Reserves by ORAFS should make connections with the new Marine Reserves draft position statement by TWS.

- Action Item: Continue working on Marine Reserve white paper, Cory will spearhead this and involve the Marine Habitat Committee Chair.
- Status of committees
  - Annual work plans
    - We have a few drafts. By the August conference call, we will have a complete set of drafts.
      - Action Item: We will vote on the annual committee work plans at the Fall Retreat.

**1714 Adjourned by motion and vote.**

Next conference call: August 19, 2016