



Oregon Chapter
of the
American Fisheries Society
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, Thursday, April 27, 2017 1500-1700

In attendance: President-elect– Shivonne Nesbit, President– Ben Clemens, 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, Incoming Vice President – Shannon Richardson, Incoming External Director– Dan Bingham, Legislative Liaison– Erik Kancler

1503 Call to Order/Welcome Additional Agenda Items

External Director – Cory Sipher

- Past budgets for external committees
 - Cory has compiled the past budgets in an excel file and added to the Google Drive.
 - In the past, the Native Fish committee has used their budget to support the Native Fish workshop, the Freshwater Habitat committee has used the money to offset travel costs to restoration sites. Those committees have been the only two to consistently ask for a budget in their work plan. The Educations/Outreach committee has never had a line item for funds but in 2014 funds were carried over from the previous year to work on the stream continuum posters.
 - Typically, the committees prepare a work plan and a budget for the fall retreat which is not aligned with approving the operating budget. Based on the average over the last few years, we have an unanticipated expense of \$600 from all committees. Currently these monies are tracked on “miscellaneous” line item with the External Committee budget. To anticipate these external committee budget items, we will increase “External Committee unplanned expenses” on the FY2017-18 Operational budget to \$600.

President-Elect – Shivonne Nesbit

- FY2017-18 Work plan & budget
 - Shivonne walked ExCom through the budget and discussed the segments that were flagged by her or other members. Changes included adding mileage and expenses from External committee together, deleting duplicate line items for plaques (second was a remnant from the Portland AFS meeting and Seaside being in the same Fiscal year), and adding \$1500 for Northwest Fish Culture Concepts event scholarships (previously we always offered these scholarships but with the tightening of the budget in 2015 this line item was deleted) .
 - Tony makes a motion to approve the Fiscal Year 2017-18 Operational budget, Gary seconded there was no discussion; motion passed unanimously.

Legislative Liaison – Erik Kancler

- Legislative updates
 - Troy will present at the Suction Dredge mining bill. Erik informed ExCom that another scientist will be presenting but the committee needs to hear key points and that the literature review was comprehensive. Troy will send testimony to Erik at the beginning of the day before it is due.
 - The other bills we were tracking were in association with pesticides/herbicides and hatchery fish, however they are not receiving traction at present. Erik is continuing to have pointed conversations when they appropriate. There is no obvious way to participate on these bills right now.
 - There are gill netting and ocean chemistry bills that have been newly introduced. Erik will investigate who to talk to about these bills and whether they have any traction.
 - The state is going through budget issues, Erik asked whether ORAFS wants to get involved in that conversation. There is no clean connection between us getting involved and the fate of natural resources. ORAFS does not want to get involved now.
- Billing
 - Currently, Erik sends the invoice to the External Director, and President (who approves the invoice) and then the President passes the invoice along to the treasurer who pays it.
 - Action Item: Cory will ask Erik when we should see that next invoice for Feb.-April.
 - Action Item: In early August, ORAFS must register \$0 with lobbying commission.

President-Elect – Shivonne Nesbit (cont.)

- Work Plan
 - Some things were purposely left vague so that we can have flexibility. Shivonne looked back to the strategic plan when she created the Work Plan.
 - Katie makes a motion to approve the Work Plan, Tony seconded; there was discussion.
 - The Work Plan bullet numbers are not all tracking with each other. We need to add the bullet back for the Northwest Fish Culture Conference (NWFFC), since we added a budget line item.
 - Action Item: Tony will look over the bulleting and make sure it is organized.
 - Katie revises previous motion, to approve the Work Plan with the additions of NWFFC bullet and clarifying the bulleting, Tony seconded; no further discussion; motion passed unanimously.
- Western Division AFS meeting
 - Kris Homel (president- elect) and Shivonne will attend the WDAFS meeting in Montana. They are brainstorming ideas about bringing a poster to promote the ORAFS Annual meeting in Eugene.
- 2017 Annual Meeting Poll
 - Action Item: Shivonne will pay for a survey monkey account subscription, which will allow her to download 2017 Annual Meeting poll results.
- Career Counselor program
 - Steve Kucas is seeking guidance from ExCom about how to move forward with the counselor list and program. There are currently 40 professionals on the list that would

be willing to be career counselors. The program has an email careercounselors@orafs.org but it is currently not on our website.

- Action Item: Shivonne will invite Steve Kucas to join the next ExCom call and we will come up with a promotion plan.
- Status of “program puzzling Excel file” and inclusion into Admin. Handbook
 - Action Item: Shivonne will send the “program puzzling Excel file” to Gary and he will add to Annual Meeting Handbook.

Secretary – Katie Pierson

- Business Meeting minutes
 - Tony makes a motion to approve the business meeting minutes, Gary seconded; no discussion; motion passed unanimously.
- March Meeting minutes
 - Tony makes a motion to approve the March meeting minutes, Gary seconded; no discussion; motion passed unanimously.
- Annual meeting metrics
 - Action Item- The last edits will be made to that document, then Katie will find out where this document should be appended and append it.

Past-President – Troy Brandt

- Corn hole boards carrying bags have been ordered, Tony will reimburse.
- Hatchery Wild paper review and comment
 - Troy thanked everyone for their comments on all versions of the paper, he will finish it this weekend with plans of sending it out via listserv to the membership and posting on our website next week.
 - Shivonne makes a motion to accept paper with edits that Troy will do, Tony seconded; no discussion; motion passed unanimously.
- AFS Unit Leadership presentation
 - Tony and Troy have been asked to present to other unit leadership about the Financial Sustainability Committee. This will take place on May 10th.
- Financial Sustainability Committee 2017 Q1 update
 - Troy has set up a folder on Google Drive with first quarter review, the investment account has gained roughly \$13,000 since initiation. Bob Hughes, a member of the Financial Sustainability Committee showed his personal investment advisor the stocks we are investing in and the advisor suggested additional diversification.

Treasurer – Tony Siniscal

- Treasurers Report
 - Accounts Update
 - Business Checking
 - March

02/28/2017	\$131,717.19
Credits	\$41,412.75
Transfers	\$0
Debits	-\$5,119.25

Checks -\$19,739.84
03/31/2017 \$148,270.85

- Credits are payments we have received for registration and sponsorships. Debits were costs associated with the annual meeting and office supplies. The Checks were for the scholarships. The ending balance does not include Riverhouse cost, nor remainder from 123signup, or the rebate and dues checks from AFS. Tony anticipates \$89,000 at the end of the fiscal year.

▪ 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

- March

- Balance 03/16/2017 \$279,808.59

- Transfers \$0

- Lifetime Gain/loss +12,871.09
(5.4%)

- Equities/ETFs/Bonds \$250,150.79

- Cash & Cash Invested \$29,807.06

- Balance 04/27/2017 \$279,957.79

▪ Upcoming Transfers

- As per the Financial Sustainability Plan and Investment Policy we will transfer surplus of one operating budget from Checking to Investment account. We will keep second operating budget in cd or cash within the Investment account.
- “Cash in” \$4,000 worth of gains in Investment Account and Transfer to checking for 2018 Hutton Funding.
 - There is a system in place as to how to move money from one account to another, but this will be a good exercise in moving money from the investment account.

○ Fiscal Year Recap

- Tony will send spreadsheets via email. Final (anticipated) Operating Expenses, with marking some funds as designated and restricted was \$37,541 (includes diversity scholarship and native fish). The operating budget was for \$41,530.
- Final Annual Meeting Profit/Loss
 - Net profit: \$66,419
 - Loss: \$89,707
 - Income: \$156,126
- We continued spending as if we were going to have 350 people, our Annual Meeting Profit/Loss calculator is working very well to predict how much money we will spend and make.

- Policy Updates
 - Action Item: Tony will update the Fee Waiver Policy to clarify some of the items that are vague. He will then pass that along to the new ExCom.
 - Action Item: Tony and Troy will update the Financial Sustainability Plan and Investment Policy to include the three-year rolling average for annual meeting profits being incorporated in the operating budget. There will be a new draft in the next month.
 - Financial Sustainability Committee
 - Ben makes a motion that Tony remains the chair of the Financial Sustainability Committee, Katie seconded; the language in the policy about who should be chair says it should be designated by the President; motion passed unanimously.

Vice President – Jeremy Romer

- Outstanding money items- auction/raffle
 - At the raffle/ auction we “sold” an item from Spirit Mt. Casino twice. James has been calling Spirit Mt. Casino to figure out whether we can buy the raffle item or if they will donate two. If we need to pay for another one it will be encumbered under this fiscal year. James is trying to wrap this issue up soon.
 - Stamps and mailing for the thank you notes were charged to PGE.

Student Representative – Jacob Peterson

- The Student subunit remains busy with speakers that have been talking about restoration, volunteer involvement and how to apply to Grad school. The election for the subunit will be held on May 3. Currently there are 6 people running for the liaison position. Jacob has updated the Google Drive with subunit stuff.
- Questions/Concerns
 - The leadership team discussed the possibility of separating the subunit from the club and is compiling a list of pros and cons and will send ExCom a letter. ExCom would like to see more communication strategies, and inclusion of both off campus students and on campus students.
 - Action Item: Jacob will check with Cierra about how to get Shannon on the listserv.

Internal Director – Gary Vonderohe

- Annual Meeting Handbook updates
 - Gary has edits from Ben, Troy and Shivonne, have all edits to Gary by Saturday night.

President – Ben Clemens

- Pesticides and herbicides white paper
 - Outline has been vetted through different people, Ian is looking to natural production committee and some other individuals to write the white paper.
- Action Item: Correspond with Selina about Hutton Scholarship, no overhead and potential for mentors.
- Action Item: Ben will set up a time to discuss with Tony and Katie the administrative next steps for sponsoring a Hutton scholar for 2018.
- Thank you notes to Supervisors of outgoing ExCom have been sent.

- Coastal Cutthroat symposium
 - They are looking for a partnership, committee members, and sponsorship. They would like a stand-alone meeting spring or fall 2018, Pacific States Marine Fisheries Commission will oversee logistics for that meeting. We will continue to talk with the organizers and find ways to promote involvement from our membership.

1711 Call for Adjournment

Next conference call: **May 11, 2017 (to be confirmed)**