



DATE: August 9, 2012

TO: ORAFS Executive Committee

FROM: Garth Wyatt, Secretary/Treasurer

SUBJECT: Minutes for ORAFS Executive Committee Meeting, August 8, 2012 from 1500-1700

Attendees: Kat, Colleen, Michele, Jeff, Bill, Shivonne, Garth

Absent: Todd

1500 ITEM 1: Review

1. Introductions, life, and work updates
2. Review Agenda
3. Action Items from July 17 call:
 - a. Post updated contact list to website – Garth-**Done**
 - b. Post-office key exchange - Garth and Demian-**Done**
 - c. Post spring retreat minutes – Garth-**Done**
 - d. Post June minutes – Garth-**Done**
 - e. Post 2012-13 chapter work plan – Jeff and Kara-**Done**
 - f. Contact Pam Weaver regarding financial assistance to convene session at the 2013 Boise meeting – Jeff-**Will soon.**
 - g. Distribute notes from the June 18th conservation leader's meeting – Michele-**Done**
 - h. Howard Horton's contact info to Todd – Colleen-**Done**
 - i. Clarify benefits of contributing \$500 to the state of the beaver conference – Todd
 - j. Final review copy of business meeting notes to ExCom – Garth-**Done**
 - k. Task investment committee with developing endowment plan – Garth-**Requested**
 - l. Invite TWS Liaison (Laura Tesler) to participate in August meeting – Jeff invited Laura but she was not available.
4. Approve July minutes
 - a. The minutes were approved and **Action Item: Garth will post on the website.**

1510 ITEM 2: President's Report

1. WDAFS Update
 - a. Review of EPA Report on Bristol Bay Mining: Bob Hughes coordinated a review of the EPA report on Bristol Bay. Those that reviewed generally supported the content, and it was voted to move general portions of the review into a cover letter from WDAFS and submit to EPA.2013 Boise meeting – ORAFS chapter symposia

- Still developing a theme for the meeting. Pam Weaver from the Coast Fork Watershed Council was still committed to convening a river restoration monitoring session on behalf of the chapter. Jeff will follow up with Pam as program planning for the Boise meeting develops..
 - b. Strategy for 2014 travel funds for Mazatlan
 - ORAFS has committed to setting aside \$3,000.00 for travel to the Mazatlan meeting Along with funds provided from WD and other chapters, Dave Ward will ask Parent Society to match up to \$25,000, to increase travel funding and participation in Mazatlan.
 - We will set the funds aside in a line item in our chapter budget rather than cutting a check now.
- 2. Parent Society Update
 - a. 2012 annual meeting in two weeks
 - Jeff is heading to the annual meeting. He was very encouraged by the content in the session list. If anybody has any particular session they are curious about let Jeff know and he will try to attend if it fits in his itinerary.
- 3. New Business
 - a. Fall retreat initial planning
 - i. Third week of October, 19th-21st.
 - ii. Action Item: Jeff will check on the cost of a vacation rental house in Bend to compare rates with the RiverHouse.**
 - iii. Action Item: Michele will call the RiverHouse to see what the rate is for the fall retreat.**

1530 ITEM 3: ExCom updates

- 1. Past-President
 - a. Advertisements in Piscatorial Press
 - HTI requested advertising space in the PP. Jeff indicated that he didn't want to turn the PP or the annual program guide into an advertising forum. There was no need to follow up with HTI.
 - b. Website update
 - First month report: changes, additions, deletions?
 - Modifying the website as needed but the overall consensus is the website is operating very well.
 - MastersDegree.net
 - Various and assorted random information on schools is located on our website on so we could link directly to the MastersDegree.net for folks to get information.
- 2. External Director's Update
 - a. Elk River Emphasis Area – Status of ORAFS support
 - Bob Nichols, who is taking the lead, and Ian Reid have not touched base yet but it is on their radar. Colleen asked if there was a status update on the emphasis area, but none was available.
 - b. Committee updates

- Work plan update
 - ExCom comments on work plans were incorporated, and Shivonne is in the process of scheduling a conference call with chairs to discuss various items/topics.
 - The need exists to formulate timelines for completions of white papers, which should be integrated into work plans.
 - All of the work plans are ready to go minus edits back from the natural production committee and education committee.
 - **Action Item: Shivonne will send ExCom the completed work plans for final review and approval, and then to Kara for posting on website.**
 - **Action Item: Shivonne is going to send out the legislative and education work plans to the group for one last go around of review.**

- Legislative liaison update
 - Suction Dredge mining-Notes were forwarded from Sue to get this issue on our radar. Shivonne and Colleen want to keep Sue on this issue/tracking given the moratorium in California.
- White paper updates
 - Which topics to prioritize
 - Make sure we give committees enough time to create a quality white paper.
 - Colleen indicated we should be meeting with Senator Dingfelder again in the fall, at which time we should bring white papers and other products.
 - Shivonne indicated we will know better after the conference call with committees what timelines are for white papers, but does not think that papers can realistically be completed by September.
- c. Social media policy – ExCom review and discussion
 - The focus of the social media policy should be clarifying who would represent the chapter on social media platforms. It was resolved that ExCom will decide who posts on behalf of the chapter and that we should be conscious of how many individuals have access to accounts.
 - The guidelines should be a working document, and should be flexible enough as we learn more about operating in this arena.
 - Facebook password – Jeremiah sent the only password information he had to Kelly Wildman. **Action Item: Colleen will follow up with Kelly.**
- d. Financial resources for fishes of Oregon
 - Doug Markle maybe requesting some funds for printing costs, but this is currently on hold. This item does have a line item in the budget.

- 3. President-Elect-Todd is on a fire. Tabled until September meeting.
 - a. 2013 annual meeting
 - A recent article in fisheries from Jim Martin regarding leadership in the fisheries arena may complement some early thoughts on meeting theme.
 - b. State of the Beaver funding

4. Vice President
 - a. Student Subunit Bylaws
 - o Bill has not heard back from Megan who is busy in the field. We'll give her a few more weeks to get us another draft.

5. Secretary-Treasurer
 - a. Recent income and expenses
 - o Overall financial/investment status
 - o Sent in CT-12 form 8/3/2012-\$95.00 processing fee
 - o Money Market account balance 7/31/2012-\$100,064.84
 - Interest accrued in the month of July-\$17.31
 - Interest accrued in 2012-\$64.84
 - o Checking account balance 7/31/2012-\$100,452.99
 - Three deposits in July totaling-(\$1,644.50)
 - OSU foundation banquet support-\$1,000.00
 - Hood River vacation rental refund-\$400.00
 - 123signup June payment-\$244.50
 - Two debits-Website-\$950.00 and Sue Marshall \$1,927.55.
 - b. Investment Committee Update
 - o Endowment plan
 - o Sent out an email to the investment committee-Bob Hughes replied but he will not be back until late October. Auto-reply from Bruce McIntosh out of the office.

6. Internal Director
 - a. Archiving project
 - i. Going to happen Saturday with three die hard box sorters.

7. Student Representative
 - a. Student Subunit Update
 - i. Nothing of note to report.
 - b. Student Colloquium Travel
 - i. Going to be in Tucson Nov/ 1st-3rd. Kat expressed interest in attending. The group would like to send Kat and maybe another student representative.
 - ii. ExCom determined that applicants/candidates should write a letter on why they should be chosen to go, such as what they hope to gain from the experience, and funding requesting.
 - iii. ExCom decided that the ORAFS-Student Liaison should be selected to attend each year, with funding available for one other student participant.
 - iv. We should look at Western Division travel forms and determine is the candidates should complete something similar.
 - v. Funding will include travel and meal costs – current GSA travel rates.
 - vi. **Action Item: Kat will provide ExCom a rough cost estimate for attending the conference. Colleen will modify handbook to include student liaison's participation in the student colloquium.**

1640 ITEM 4: Estimating Anadromous Return Workshop

1. Doubletree contract
 - a. Contract needs to be modified to allow us to bring beverages in. Will be a tap/corkage fee.
 - b. Flagged items:
 - i. Confirmed the \$5000.00 food and beverage minimum. Should easily meet with coffee, breaks, and dinner/reception.
 - ii. It was decided that we will provide a dinner/reception one night, instead of on lunches.
 - iii. Parking- The draft contract includes reduced parking costs for attendees. We will ask for waived parking fees.
 - iv. The 22% food and beverage service charge may be subject to change. We need to get that number locked in since the meeting is so close.
 - v. What about the room minimum? Yes Michele said that the 60 room night requirement was good.
 - vi. Add language to allow us to use our own projectors.
2. Program
 - a. Line up abstracts and speaker costs.
 - i. How many talks are going to be able to offer? 10 for the morning, 10 for the afternoon, and 10 for the next morning and 5 in the afternoon of the second day. So 30 is the target? Recruit ½ then open it up for submittals.
 - ii. Colleen recommended formation of a committee to work on the details of the workshop. **Action Item: Jeff will work with Jens to form a committee.**
3. Suggested registration costs?
 - a. Get registration open as soon as possible.
 - b. The contract indicated we would be putting \$11,000.00 on the table.
4. Other provisions?
 - a. Dinner/reception will be provided, and attendees will be on their own for lunch. **Action Item: Michele is going to get the dinner choices together.**
 - b. Hopefully by September we will get 123 running.

1650 ITEM 5: Upcoming ORAFS meetings

1. Next call September 13th, 1500-1700 hrs (*reschedule - conflict with Jeff's death march*)
2. Box sorting party in Madras