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| **DATE:** | January 9, 2013 |
| **TO:** | ORAFS Executive Committee |
| **FROM:** | Garth Wyatt, Secretary/Treasurer |
| **SUBJECT:** | January Minutes |
| **ATTENDEES:** | Shivonne, Michele, Jeff, Bill, Todd, Colleen, Garth |

**Conference Call Information:** **1-877-581-9247** participant code **290657**

1500 ITEM 1: Review

1. Introductions, life, and work updates
2. Review Agenda
3. Action Items from November meeting
   1. Follow up with Jens re: run forecasting workshop survey and group page – Jeff
      1. Jens did not post the survey, but was informed that a space on our website wouldn’t be possible to facilitate interaction among workshop participants. Per Kat, Jeff did suggest a facebook group
   2. Send Elk River emphasis area letter to Rep. Defazio et al – Jeff-DONE
   3. Approve and post fall retreat minutes – Garth-DONE
4. Approve December minutes-Garth made the motion to approve, Todd seconded, the motion passed unanimously.

1515 ITEM 2: President’s Report

1. WDAFS Update
   1. Received the notice from Tina for a mid-year report of chapter accomplishments, due January 30.
2. Parent Society Update
   1. Jeff will forward the member list to Colleen when received from the Parent Society
3. Old Business
   1. Should a survey be conducted for the Run Forecasting Workshop? Yes. **Action Item: Jeff will give Jens the information to conduct the survey.**
4. New Business
   1. No new business

1530 ITEM 3: ExCom Reports

1. Past-President
   1. Website – calendar
      1. Shivonne had Kara place a calendar on the website to highlight deadlines for legislative sessions and such. **Action Item: Colleen will work with Kara to get some timeline information on the calendar.**
   2. Handbook revisions
      1. Colleen will have a draft with new policies march 1st of 2013.
   3. ExCom recruiting
      1. Colleen signed up one person to run for each position.
   4. Printer purchase update
      1. Do we want to get a lazer printer from HP? $259. Let’s get the copy/scanner for $483.97 with cartridges. $144 for color and $40 for black and white. Jeff advocated for buying the printer/scanner/copier. **Action Item: Colleen will order the printer/scanner/copier.**
   5. PP update- Allison needs assigned content by January 11th
2. President-Elect
   1. Annual Meeting planning committee call to follow at 1600
3. Vice President
   1. Subunit bylaws – follow up with constitutional consultant
      1. The governing board will vote on the new bylaws on March 2nd.
4. External Director
   1. White Paper Development
      1. Hatcheries – Ryan and Colleen
         1. Colleen reported she had been in contact with Ryan and is updating the white paper from 2000. She is hoping to get a copy to Ryan for review by tomorrow.
      2. Suction Dredge – Ian
         1. Ian has created a sub-committee with 4 folks on it. They are just starting the process to get a paper together by February. He requested for us to put out a call for information to help focus the paper.
      3. Wave Energy – Scott / OSU student
         1. Shivonne has not heard back from Scott so we don’t know where we stand on this white paper.
   2. Education/Outreach scholarship and travel funds
      1. We have a $1000 for teacher scholarships and have yet to spend it.
      2. The education outreach committee needs to establish a protocol for selecting individuals to receive these scholarships.

5. Internal Director

* 1. On-line scholarship form
     1. Nothing to report.
     2. Michele emailed the awards committee for nominations.
     3. The awards nominations deadline is January 11th but it will likely be extended.
     4. Award nominations are going to be advertised in the PP so we should preemptively extend the deadline past Jan. 11th.
     5. **Action Item: Michele check on the deadline for getting the awards engraved.**
  2. Achieving project update

1. Secretary-Treasurer
2. Recent income and expenses
   * Business Checking-11/31/2012-$99,591.23
     + Eleven Debits in December totaling $9,936.27
       - Check 1122-$108.78-Don Ratliff reimbursement check for the box sorting party
       - Check 1130-$145.20-Kat Gilles-Rector Fall retreat mileage reimbursement.
       - Check 1133-$500.00-RAFWE Sponsorship
       - Check 1134-$15.62-Fagan run forecasting WS name tag reimbursement
       - Check 1135-$500.00-Matthew Lessard NWFCC Scholarship
       - Check 1136-$500.00-Michelle Walker NWFCC Scholarship
       - Check 1137-$450.00-Ryan Gertken NWFCC Scholarship
       - Check 1138-$800.00-Sue Marshall Invoice (July-Sept)
       - Check 1139-$129.39-Michele Weaver Run Forecasting WS Reimbursement.
       - Check 1140-$76.00-USPS yearly post office dues
       - Check 1141-$6,711.28-Hilton Hotel Run Forecasting WS costs
     + 1 Credit in December totaling $3,869.25
       - 12/24/2012-$3,869.25 123signup November 2012 payment
   * Business Checking-12/31/2012-$93,524.21
   * Western Division-12/31/2012-$10,763.25
   * Money Market-12/31/2012-$101,101.71
     + Interest accrued in December-$5.95
     + Interest accrued in 2012-$101.71
3. Credit card purchases at the annual meeting
   * **Action Item: Garth will secure a credit card machine for the annual meeting.**
4. Investment Committee Update
   * No Update
5. Student Representative – not present
   1. Student Subunit Update – Unfortunately, Kat’s current class schedule conflicts with our monthly calls. She will do her best to partake and send regular updates.

1600 ITEM 5: Upcoming ORAFS meetings

1. Next call scheduled for February 14th at 1500