



American Fisheries Society Oregon Chapter

TO: ORAFS Executive Committee
FROM: Josie Thompson, Secretary
SUBJECT: Minutes from ORAFS Executive Committee Teleconference, Monday, April 9th,
2018: 1500-1700

In attendance: Ben Clemens – Past President, Shivonne Nesbit - President, Kris Homel - President-Elect, Shannon Richardson - Vice President, Kevin Stertz – Internal Director, Dan Bingham – External Director, Katie Pierson - Treasurer, Josie Thompson – Secretary, Brooke Schlipf- OSU Student Subunit Representative, Anthony Pedro - MHCC Student Subunit Representative, Britta Baechler – WDAFS Student Representative

15:02 Call to Order/Additional Agenda Items/Establish a Quorum

President – Shivonne Nesbit

2018 Outstanding Chapter Of the Year Awards (COYAs)

- The Western Division award will be presented at the WDAFS meeting in Anchorage on May 23, 2018.
 - Kris will be there to accept the award.
- Shivonne has submitted the application for the society-level (National) COYA.

ORAFS Google [Calendar](#)

- Shivonne made a request for ExCom members to place milestone dates and all meetings (including Committee meetings) on the Google calendar, and to remember to check the calendar for upcoming events and meetings.
- Shivonne said that the shared calendar will be an excellent tool for incoming ExCom members to utilize.

ExCom's Shared Google Folders

- ACTION ITEM: Shivonne requested that all ExCom officers go through the shared drive folder review before the retreat at the end of the month to make sure that useful templates and information is saved there for the incoming officers, and that it is organized in an intuitive fashion.
- All of the Chapter history archives are now saved in the [Historian](#) folder.
- There are likely to be many redundancies in the current folders which should be cleaned out or better organized, including external committee files.

Oregon Ethics Commission Q1 report

- Because the Chapter has a contract with Erik to serve as the Legislative Liaison, the Chapter is required to fill out quarterly reports with the Oregon Ethics Commission. And there is a penalty charge for filing late.
- The first quarter's report has been filed. Shivonne created a folder in the google drive in the Legislative Committee folder for [reports](#).
- ACTION ITEM: Kris will now take over the duties of filing the report and can use Shivonne and Ben's reports of the past as a template.

Financial Sustainability Policy and Investment Plan (FPSIP) Update and Review Status

- Shivonne is going to consolidate all of the comments ExCom has submitted on the revised plan, and will speak with Tony (Financial Sustainability Committee (FSC) Chair) about steps toward finalizing the review.
- Some of the comments will strengthen the documents further and others will require further discussion.
- Ben suggested adding the FSC to the external committee website, as it is a new, external committee.

OSU Student Subunit's 2018-19 Funding Proposal

- The Subunit submitted a proposal to ExCom via email for funding to cover planned expenses over the next school year. The Subunit also submitted a summary of their expenditures over the last year.
- A vote was made via email on April 3rd to award the OSU Subunit \$2,000 for the 2018-19 school year (a planned expense in the Chapter's 2017-18 Operational Budget):
 - Ben made a motion to award the OSU Subunit \$2,000 for use in the 2018-19 school year.
 - Josie seconded.
 - There was no discussion.
 - The motion passed unanimously.
- Shivonne noted that a new process may be developed for awarding 2019-20 (academic year) subunit funds, now that there are two official subunits. This will be discussed when ExCom develops their next Operational Budget at the spring retreat.

Sponsorship Updates and Requests

- 2018 Western Association of Fisheries and Wildlife Agencies (WAFWA) Meeting in Eugene from July 11-17, 2018
 - Katie has registered the Chapter for a vendor booth.
 - It is a 5-day long meeting, so Shivonne, Kris and remaining ExCom members will be looking for volunteers to host the booth.
 - ACTION ITEM: Katie will look into the possibility of having more than one person attend the meeting so that booth hosting duties can be shared.

Jack Williams' Trouts and Chars of the World Book

- Katie has sent the \$1,000 sponsorship check to AFS publishing.

Aquaponics Workshop

- The following request was sent to ExCom from Ryan Couture, the Fish Culture Committee Chair: *I was asked by the Oregon Aquaculture Association (through Karen Hans) if OR-AFS would be willing to support/donate to the upcoming June 2018 Aquaponics Conference. The Conference will be held in*

Monmouth, Oregon at Western Oregon University.

While I know this isn't part of the Fish Culture Committee budget at this point, I do think this would be a good cause to support this group and the Aquaponics workshop to continue to bring partnerships and support for OR-AFS. Some of the indirect benefits of Aquaponics, related to the work we do, are decreased water use/consumption and decreased nutrient load releases, both critical in our changing climate. I think a \$100-\$200 dollar donation would go a long way. Also, listing/posting on the OR-AFS website a link to the conference would be a great way to increase interest and/or awareness.

- There are currently \$296 left in the budget line item for sponsorships.
- There are also \$500 remaining in the money set aside for the Northwest Fish Culture Conference attendance.
- Ben made a motion sponsor the Aquaponics workshop for \$500.
- Following some discussion, Ben retracted the original motion and made a new motion to sponsor the Aquaponics conference in the amount of \$250 (out of the Northwest Fishery Aquaculture Conference attendance line item).
- Katie seconded the motion.
- The motion passed unanimously.
- There was discussion about spending the remaining \$250 (set aside for the NW Fishery Aquaculture Conference) on supporting student attendance to the Aquaponics workshop.
 - ACTION ITEM: Anthony will ask the MHCC Subunit members about their interest in attending the workshop.

Bull Trout Database

- Ben hasn't corresponded further with the group that made the original request for support.
- ACTION ITEM: Shivonne will follow up with the group and ask about current needs.

Coastal Cutthroat Trout Conference

- Recent correspondence confirms that the meeting planners are looking to hold the conference during the fall of 2018 and are close to selecting a date.
- ACTION ITEM: Shivonne will tell Kitty Griswold (conference organizer) to come back to ExCom in May with a request for sponsorship funding, as soon as the team has selected a date and venue.

Past-President- Ben Clemens

Pesticide/Herbicide White Paper

- Ian Tatum presented White Paper information at the AM, and found some more reviewers.
- Ben and Ian will try and finalize the paper by or before early summer.

Kudos On a Successful Annual Meeting

- Ben continues to receive glowing reviews and compliments on the recent Annual Meeting. Great job everybody!

Parting Thoughts

- ACTION – All officers should bring their parting thoughts / ideas for improvement, and lessons learned with them to the spring retreat.

President-Elect – Kris Homel

Annual Meeting Re-cap

- Kris thanked everyone for contributing to such a successful meeting and also reported on how she continues to receive glowing reviews from attendees and Chapter members.

Spring Retreat

- Kris is currently developing the agenda for the spring retreat coming up at the end of this month. And is accepting suggestions from everyone.
- Kris asked the retreat attendees tell her if they have dietary needs for retreat meal-planning purposes.

Treasurer – Katie Pierson

Annual Meeting Update

- Katie will report on the final meeting numbers (revenue, costs, profit) at the spring retreat.
- ACTION ITEM: ALL – please send final invoices for meeting-related purchases to Katie ASAP and deposit reimbursement checks ASAP so that Katie can finalize the 2017-18 budget.

Accounts Update

Business Checking	
March 03/01/2018	\$119,940.10
Credits	\$46,866.22
Transfers	\$0
Debits*	-\$9,264.15
Checks	-\$22,671.12
03/31/2018	\$134,871.05

Investments **Will be updated quarterly
 WDAFS Endowment Fund – Oregon Chapter fund
 Balance 01/31/2018 \$22,471.08

Charles Schwab ORAFS Investment Account	
Balance 4/02/2018	\$340,813.47
Transfers	\$0
Lifetime Gain/loss	+29,442.93 (10.36%)
Equities/ETFs/Bonds	\$313,616.93
Cash & Cash Invested	\$27,196.54

*The Hilton invoice for most major AM costs has not yet been received or included in this accounts update.

FSC (Financial Sustainability Committee) Meeting

- Ben and Katie attended the last FSC meeting last Monday, April 1st.
- There has been some volatility in the stock market since the beginning of 2018.
- Katie encouraged all to read the FSC Q1 report.

Vice President – Shannon Richardson

Western Division's (WD) Early Career Professionals Committee

- Shannon participated in first meeting of this committee.
- The primary focus of the meeting was to create questions for a survey that the WDAFS's Diversity, Equity and Inclusion Committee is sending out to identify potential barriers to

participation, and ways to better serve members who may historically be underrepresented in fisheries sciences.

Student Mentor Mixer Survey

- Brooke and Rachel are working on a draft survey for participants in the AM's Student-Mentor mixer.
- It will be submitted to both those who participated as mentors and students.
- ACTION ITEM: Shannon will provide comments, and work with them on finalizing the survey.

WD Student Representative and Student Subunit Updates

Western Division Updates from Britta

- Britta is getting award selections finalized for the WDAFS annual meeting, and coordinating student events and student travel.
- Britta coordinated and held the first of many monthly conference calls for the 12 student subunit groups in the WD. The WDAFS ExCom members also participated on the call.
- Anthony participated on the call and said it was great to hear about the efforts that other subunits are engaged in.

MHCC Student Subunit

- The MHCC Subunit has a meeting on the 19th of April and Katie will be their guest speaker. She is going to talk to them about her career and student experience, and lessons learned.
- Their Earth Day River Cleanup event is coming up in a couple of weeks, and they are passing out flyers about it.
- The subunit is anxiously awaiting the official AFS Membership Committee vote to approve them as an official subunit which is set to occur next week.

OSU Student Subunit

- The subunit had a recent field trip to Green Belt Land Trust, which was hosted by a student member who has worked for the land trust.
- They also participated in the Periwinkle Elementary School's Annual Science Outreach Night. They brought fish specimens to show.
- Six students attended the Annual Spring Break Trip.
 - The club met with members from the Lower Elwha Klallam tribe to discuss the removal of the Elwha Dam.
 - Then, the group toured the Elwha River fish hatchery, learning about hatchery processes.
 - At the end of the week, they met with the Puget Sound Partnership and went on a tour of a recently completed, \$52 million habitat restoration project that focused on restoring a part of the river prone to flooding.
- Upcoming events include: a field trip to Bonneville hatchery, and a trip to Newport. Anthony and MHCC will try to join them on their Bonneville trip, as they know a lot about the fish production work conducted at this facility.

Internal Director – Kevin Stertz

Annual Meeting Contracts (2019, 2020, 2021)

- Kevin has signed the initial contract to reserve the Eugene Hilton for the 2021 AM.
- Kevin also renegotiated the Riverhouse contracts for 2019 and 2020.

Spring Retreat Logistics

- The location address will be on the agenda that Kris will distribute before the retreat.
- The dates and details have been sent to both incoming ExCom members and student subunit representatives.
- Check in is at 4:00, and parking will be limited so Kevin encouraged carpooling.
- There will be some taco bar meals including ingredients for all dietary needs. Feel free to bring your favorite pico, salsa, toppings, etc.

External Director – Dan Bingham

Native Fish Committee Work Plan & Budget

- Dan provided a link to the [documents](#) on the Google Drive.
- This work plan is similar to the Committee's plans from previous years.
- Their budget request includes a \$300 line item for the Annual Native Fish Committee Workshop (for food and supplies), and new request of \$400 for their Native Fish Conservationist of the Year Award.
 - The Committee's work plan only needs a few edits to help limit redundancies.
 - The \$300 request for the workshop is well supported by ExCom.
 - The committee was not able to raise enough money this year to pay for the finely crafted award that they have been giving out over the past few years.
 - However, ExCom has never given any committee money to pay for awards even though other committees also give out awards, so approving the \$400 request would set a precedent.
 - It was suggested that the Award could have been donated in the past, or that there may be some form of alternative funding available.
 - Dan made a motion to approve the work plan and the request for \$300 for the Annual Committee Workshop.
 - Kris seconded that motion.
 - Discussion: Ben requested that his suggested edits are incorporated into the Work Plan prior to finalization.
 - Dan retracted his motion.
 - Ben made a motion to approve the Native Fish Committee's Annual (2018-19) Work Plan with Ben's edits incorporated, and the \$300 request for the workshop costs, but NOT the \$400 request to cover award costs.
 - Kris seconded the motion.
 - No further discussion.
 - The motion passed unanimously.

Secretary – Josie Thompson

Status of Remaining ExCom Meeting Minutes Edits and Approvals

- The deadline to complete all the meeting minutes through April will be the end of April.
- The November 2017 minutes were already approved and noted.
- The December 2017 minutes were approved via email on March 29th.
 - Josie made a motion to approve the December 2017 minutes.
 - Ben seconded the motion.
 - There was no discussion.
 - The motion passed unanimously.
- The January 2018 minutes are ready for a vote.

- Katie made a motion to approve the January 2018 meeting minutes, with the removal of extraneous punctuation.
 - Ben seconded the motion.
 - There was no discussion.
 - The motion passed unanimously.
- Everyone should keep an eye out for drafts of the February and March meeting minutes as well as the 2018 AM Business Meeting minutes; please provide edits and comments ASAP so that the final versions can be approved by the end of the month.

MEETING ADJOURNED: 16:41

Next meeting: Spring retreat, April 28-29th