



**Oregon Chapter**  
of the  
**American Fisheries Society**  
OR Chapter AFS: PO Box 8062 Portland, OR 97207-8062

**To:** ORAFS Executive Committee

**From:** Andrea Carpenter, Secretary

**Subject:** Minutes from the ORAFS Executive Committee Teleconference - Thursday, May 14, 2020 3:00 PM – 5:00 PM

**In attendance:**

Peter Stevens – President, Elizabeth Osier Moats- Treasurer, Andrea Carpenter – Secretary, Ryan Branstetter – External Director, Scott Heppell – President-elect, Kaylea Berry - MHCC Student Representative, Todd Hanna - Vice President, OSU Student Representative, Becky Flitcroft – Past President, Peggy Kavanagh – Internal Director

**Peter Stevens – 3:00 p.m. Call to Order / Establish a quorum**

**President - Peter Stevens**

- Access to the Google Drive and Calendar for ExCom – Lora sent out email, Peter will look into contact.
- Email Address transition to new ExCom members.
- Next month the meeting is scheduled 6/11 2-4 pm, but otherwise 3-5 on the second Thursday, we can discuss issues as they arise.
- Idaho AFS and ORAFS were fortunate to hold their respective meetings before COVID breakout.
- WDAFS meeting update
  - Lots of housekeeping and wrap up.
  - There isn't going to be a financial loss other than fundraising.
  - WDAFS worked into agreement – they will make the host chapter whole for any losses for the meeting (under \$2,000).
- National AFS meeting has been cancelled (for the in person portion) – there will still be some virtual option for people who submitted talks and posters.
- Potential implications to 2021 meetings – need to be concerned for next year that we might need to start planning an in person meeting for now, but might not be able to have large gatherings.
  - Serious concerns about sources of revenue for several organizations, might have fewer attendees.
  - Not a lot of ideas yet, important for us to have contingency plans.
  - Action item: Peggy to follow up about the cancellation policies with the venue in Eugene.

- We're on the hook for \$20,000, but there is a force majeure clause (so if there's a state of emergency) – the closer we get to the meeting the more it costs (100% of estimate, about \$80,000).
- Replacing the technical portion of the meeting can be relatively easy, communicating the science is the easiest part – it's going to be hard to replicate the networking aspect of it. We will have to revisit this in the June meeting.
- National meeting is in August, we should hopefully have some lessons learned from that. We will likely pick the best parts and adopt them for us.

#### **Past-President- Becky Flitcroft**

- Summer is a slower time for us, there isn't anything immediately pressing.

#### **President-Elect – Scott Heppell**

- Annual Meeting Planning update
  - Some thoughts for the meeting, but nothing to share right now – preference is to wait until June to present something to the group
  - Peter suggested watch parties for the national meeting.
- Regarding lessons learned from national AFS meeting, Elizabeth pointed out that by the middle of Aug we will be at 189 days out from the Eugene meeting which triggers a 50% liability for the meeting revenue in the contract, so that's around the same time.
  - Need to look at the contract and will likely have to have conversations with the venue to determine what they can or cannot do.

#### **Vice President – Todd Hanna**

- Worries about raffle and silent auction. We might be able to accomplish this with virtual auctions.
- Touched base with student subunits
  - MHCC had a virtual meeting and speaker, another meeting before the end of the school year. Trying to keep the momentum going.
  - OSU hasn't had elections yet so he doesn't know who their officers are going to be or if they've selected them yet.
  - Action item: Todd will follow up with OSU subunit to identify officers.

#### **Internal Director – Peggy Kavanagh**

- Fall retreat location – might be a moot point
  - Things are up in the air and not sure how to progress with that.
  - It would be nice if we would be able to meet as a group.
  - Peggy can start looking for house in Eugene area. Also thought we may hold it earlier, sometime in September.
- 2022 Annual Meeting Contract in Bend – looking for a status for that
  - Peggy spoke with Andrew, he was going to forward documents, and she hasn't received them.
  - Action item: Peggy will follow up with Andrew to receive documents.

## **Treasurer – Elizabeth OsierMoats**

- Treasurer's Report, [FY 2020 Budget](#) (for reference)
  - Some of our expenses from the annual meeting came out.
  - World Fish Migration Day funding went out to Bruce Koike.
  - Will determine FY20 balance based on some of these expenses, and then be able to see FY21.
  - Difference will be transferred to our investment account – think it will be around \$20,000
    - Becky wonders about safety of the market, if we should keep the \$20,000 in checking. Elizabeth thinks we could put in money market or bonds which are safer.
    - Financial Sustainability Committee (FSC) generally thinks we want to buy when it's low – but it won't be good if the market crashes further.
    - Action item: Elizabeth to check with Financial Sustainability Committee if we should hold on to the excess funds in checking or invest it.
  - Quarter 1 FSC review – We are faring pretty good against the rest of the market
  - Need someone to pick up mail from the PO box in Portland
    - Action item: Elizabeth to coordinate pickup with Portland ExCom members (Ryan, Andrea, and Kaylea) to determine who can pick up the mail from the post office on a monthly basis.
  - Elizabeth wondering if we need another sign-in for CVENT. Currently have 2 (Treasurer and President-Elect).
    - Andrea, Elizabeth, and Scott will need to have access to get started on that and what it will entail.
    - Action item: Elizabeth will get in touch with Scott and Andrea to get access to CVENT started.
  - Action item: Elizabeth to obtain paperwork for Bouck scholarship.
  - Current balance for disbursement is \$2484 – decide whether we want to invest that or determine if we need to spend it
    - We might be able to reinvest it.
    - Might want to hold on to it for something for later in the year because we might not get a disbursement in 2020.
    - Action item: Elizabeth to look at FSPIP document to determine if we have to return these funds or carry them over.
    - Might need to provide additional scholarships for people next year
      - Todd agrees – more we can use that to encourage people to attend or scholarships, providing opportunities that we can reach out and keep people engaged when it's difficult times.
    - Action item: Peter and Elizabeth to talk to Troy about carrying these funds forward that there's unlikely going to be a disbursement for 2020/2021

- Becky thinks it's a good idea to keep it open, might be able to direct it to watershed grants
- Financial Sustainability Committee Update
  - Deposit was the deposit after FY2020 after last year's meeting
  - Change in value is the loss that we experienced as of Apr 21, 2020
  - ORAFS performance is down 13%, S&P 500 was down 20% so we're doing pretty well

### **External Director – Ryan Branstetter**

- Committee Chair Status
  - Kris agreed to take over climate for no longer than 1 year
  - Action item: Ryan will make list of all the committees, chairs, and members.
    - Probably want to reach out to all of them.
    - Check in with their plans, all committees need to do a work plan, and find out their status and there are funds in the budget available to them.
    - Find out where the gaps are.
  - In FY20-21 budget, \$3k to watershed, \$4k to participation and materials grants for K-12 which is administered by Education committee, \$1k to sponsor K-12 to get training in fisheries.
  - One of our challenges last year was spending before end of April.
    - There is a request for a Human Dimensions Committee.
- Merging Committees – Jason talked about merging committees, get some Marine folks more involved and some of the hatchery production groups more involved (Todd might be helpful with that one).
  - Action item: Ryan will follow up with Kaylea.
- Two committees wanted to combine, it might require a vote from us – Natural Production and Habitat
  - Jason, Peter, and Ryan can meet with them and we can discuss it at a later meeting.

### **Secretary – Andrea Carpenter**

- Get meeting minutes to people a week or so before the meeting so people can make corrections and then vote on it.
- Minutes as voted on and approved are what says really happened – Robert's rules (the minutes are the truth).
- Action item: Andrea will follow up with Natalie on the status of the April meeting minutes before the June meeting.
- After approved the final minutes are to be sent to Peter to post to the website

**Student Representatives – Sage Fox, Sarah Busmire, Anna Klundt**

- OSU update – officer transition has not happened yet (action item above to follow up)
  - Scott suggested contacting Sage before he graduates
- MHCC update (Daniel) – virtual speaker worked really well

**New business**

- Todd inquired if everyone liked the Zoom format. Scott also has a Zoom account to host if Todd is not available. ODFW is allowed to accept Zoom but we're not allowed to set up or host on agency equipment.

**Next meeting scheduled June 11, 2020 from 2:00-4:00 PM.**

**Meeting adjourned at 4:50 PM.**