



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.