



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

**To:** ORAFS Executive Committee

**From:** Natalie Scheibel, Secretary

**Subject:** Minutes from the ORAFS Executive Committee Teleconference - Wednesday, July 11, 2019  
3:00 PM – 5:00 PM

***American Fisheries Society***

**Becky- Call to Order/Additional Agenda Items/Establish a quorum**

**In attendance:** Kris Homel – Past President, Jason Brandt – External Director, Elizabeth Osier-Moats - Treasurer, Anna Klundt – MHCC Student Representative, Michelle Scanlan – Vice President, Andrew Derugin – Internal Director, Peter Stevens – President-elect, Natalie Scheibel - Secretary, Sarah Busmire – OSU Student Representative

**President- Becky Flitcroft**

- WDAFS Update – (Peter update) financial discussions of budgeting/subsidizing a student colloquium/ sponsorship of Transboundary Columbia River Conference September 12-14 (<https://transboundaryriverconference.org/>)
- WDAFS letter in support of dedicated conservation funding sign-on –
- **Action Item: Becky will draft email and info for Facebook.**
- OSU will be returning the unspent \$4k Bond Scholarship funds.
  - Potentially - Distribute in the form of an additional Bond Scholarship
  - Elizabeth needs to get the check for that
- Governing Board Report
  - Elizabeth and Natalie will help fill in the missing information
  - Due in August, Becky is aiming for July to submit
- Call from AFS to review the 5-year Strategic Plan
  - **Action Item: Becky will send out for ExCom review**
  - Kris interested in looking at the OR AFS Strategic Plan and it's alignment with the new National Plan.
- Quarterly ethics report
  - **Action Item: Becky will take the lead on the ethics report.**
- Requests
  - \$750 Sponsorship – Michelle Weaver for a 1-day Freshwater Mussels Workshop in Vancouver, WA (hoping for ~100 people from around the PNW).
  - Target Oregon and Washington participants
  - We have \$1500 non-AFS sponsorship available, \$500 left in discretionary sponsorships
  - In the past we have typically sponsored at the \$500 level for various requests

- Student colloquium- sponsored a large portion of this last year and would not need to this year because it will not be OR
- Still considering sponsoring State of the Coast
- \$500 seems like a reasonable level to sponsor at - still allows us to sponsor other causes
- Kris motions to support Michelle's request to sponsor 1-day Freshwater Mussels Workshop in Vancouver, WA at \$500, Elizabeth seconded. There was no discussion and the motion passes.
- \$2k Native Fish Workshop
  - Talked about this on the last call and wanted to follow up with Jason on this
  - Talked about having committees submit proposals for funding requests
  - Jason informed the various committees about the additional funds
  - Jim is asking for the additional funds in order to do some genetic analyses on the samples they collect during their workshop - normally spend a few hundred for food and camping
  - Cory Sipher (FW Habitat committee) was thinking about a freshwater habitat field trip for the student subunits (stand-alone event; approximately need a few hundred dollars)
  - Native Fish committee has been one of the most active committees and we have the funds
  - This would be something that aligns with our mission and Jason does not see additional requests from the other committees, there would still be \$1600 left over
  - Umatilla Dace and other species- want to compare the samples they collect to archived samples
  - Could have them follow up with a report and make sure that we are acknowledged in the report
  - Technically does not need to be voted on because it is in the budget - under Jason's discretion
  - Jason wanted to confirm with ExCom that this is something we are interested in supporting
  - Would wait until August 1 to see if there are any other requests - give people an opportunity
  - Jim would not prefer partial funding
  - There is not a separate line item for food for the workshop - in the past we reimbursed them \$300-\$350 (total of \$2300)
  - Would leave \$1300, which is more than double what we had budgeted in the past
  - Could promote other committees to have projects like this in the future
  - Make sure to communicate the use of these funds and the results
  - Could encourage other committees to use funds for things like this in the future
  - Deadline - Aug. 1 because the workshop is in Sept.
  - Jason will get in touch with Jim and if he hasn't heard anything from other committees that conflict they will receive the funds

**Past-President- Kris Homel**

- Bouck Scholarship
  - Follow up from previous calls

- Incorporating Elizabeth's comments into the draft and circulate to all ExCom
- Then would be able to vote
- Brainstorming 2019-2020 officers
  - Shivonne put effort into this last year and had some potential candidates that were not interested last year, but potentially for 2019-2020
  - Action Item: Kris will find the spreadsheet with the potential candidates and follow up with them

### **President-Elect – Peter Stevens**

- Annual Meeting Planning update
  - Went through the planning handbook (2017 edition)
  - Kris and Becky created a spreadsheet (based on the handbook) that is a better guideline - bulleted points
  - Talked with people about ideas for symposia (13)
- Meeting advertisement on Society webpage and WD Tributary newsletter
  - WD Tributary newsletter call for content - just use the ORAFS chapter logo for now to advertise for 2020 annual meeting
  - Would like to get a logo for the 2020 meeting advertisements
    - Logo sources - Relied on friends or contributed art themselves
    - Blane Belerude is potential
  - Society advertisement - just need to add the dates of the meeting
    - Do not need a logo for that
    - Do that from the AFS webpage - send the dates and location in and they will accept it

### **Vice President – Michelle Scanlan**

- Compiling list of potential committee chairs for the annual meeting
- Shivonne sent an email about the career counseling program and the mentor-mixer- add early career professional component to the mentor-mixer
  - Have something proposed before the fall retreat
- Michelle would rather have her gmail address be used for AFS contacts
- Student membership - timing of the officers and membership requirements
  - Revise the bylaws that they will be members by September 15 of the year they will be serving as an officer

### **Internal Director – Andrew Derugin**

- Fall Retreat Dates – Poll
  - Decided on September 20-22 in Sunriver, OR
  - Potluck Friday - AFS breakfast and dinner on Saturday
  - Invite Lora Tennant (webmaster) and Stacy Strickland (newsletter editor)
  - Andrew checked the chapter PO box
  - Would like to get past contracts from the Riverhouse
  - Will contact Erik Moberly (past imbibements chair) to get perspective on that role from last year

### **Treasurer – Elizabeth OsierMoats**

- Treasurer's Report
- Business Checking Update

- Checking Account Statement

<b>Beginning Balance (06/01/2019)</b>	<b>\$90,440.09</b>
Credits	\$8,382.12
Transfers	(\$35,000) ☒ Transfer to Investment Account
Debit/Fee	(\$5.00)
Checks	(\$2,549)
<b>Ending Balance (06/30/2019)</b>	<b>\$61,268.21</b>

- Available Funds

Balance as of 7/8/2019	\$61,268.21
Outstanding Checks	
Trout Unlimited	(\$500)
<b>Available Funds</b>	<b>\$60,768.21</b>

- FY 2020 Operating Budget Adjustments (see pink lines in the attached Proposed Budget xls file)
  - Approved Operating Budget is currently \$52,850
  - FSIPI says the Operating Budget may be no more than the average of the profits from the last three annual meetings, which would be \$58,000.
  - Annual Meeting Deposit –
    - Propose increasing Annual Meeting Deposit line Item (O.1) by \$1,000 to \$2,500 to cover first deposit
      - 2<sup>nd</sup> deposit will be covered by income received after registration is opened in October.
  - Web maintenance –
    - Propose increasing Web maintenance line item (C.9) by \$85 from \$250 to \$335.
    - We are charged \$250 for web hosting and \$35 for the domain name.
    - This year we added Web design software that will cost \$49 annually.
  - Mail forwarding/postage –
    - Propose increasing Misc Office Expenses line item (C.3) by \$100 from \$100 to \$200 to cover the costs of Commercial Forwarding and mail shipping.
  - Total proposed budget = \$53,935 (increase of \$1,085)
- Elizabeth motions to increase the am meeting operating budget by \$1000 and \$85 for the website, Andrew seconded. Motion passes.
- Post Office Box
  - Need to check the PO Box in Portland. Once a month - Andrew can check the mail
    - Spent \$8 to ship the mail
  - USPS Commercial Forwarding – No Action yet.

**External Director – Jason Brandt**

- Committee Reports
  - Jason has been trying to contact Erik Kancler

- Jason talked to Troy Brandt - was talking with Michelle Weaver, but hasn't been able to contact Erik lately
- Troy was pretty sure the artificial beaver dam bill died
- Agricultural ditch cleaning - went through
- Most of what we were tracking did not get through

#### **Secretary – Natalie Scheibel**

- Piscatorial Press Update- passed on to Stacy Strickland
- Natalie motioned to approve the May ExCom minutes, and Elizabeth seconded. There was no discussion and the motion passed.

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

- OSU update - Sarah Busmire - OHRC workshop planning
  - Lining up instructors
  - Did not happen last year, so would like to make sure it happens this year
  - Brooke, Scarlett, and Michelle met to link the subunits to the OR chapter
- MHCC update - Anna Klundt
  - All officer positions filled, except secretary
  - Uptick in participation
  - Action Item: Anna send Michelle the MHCC subunit bylaws
- Next meeting Wednesday, Aug. 14, 2019 from 3-5 PM

**Meeting adjourned at 4:21 PM**