



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 - Friday, March 12, 2021 10:00 AM – 12:00 PM

In attendance: Peter Stevens – President, Andrea Carpenter – Secretary, Scott Heppell – President-elect, Todd Hanna - Vice President, Becky Flitcroft – Past President/Interim Treasurer, Peggy Kavanagh – Internal Director, Ryan Branstetter - External Director

Call to Order/Additional Agenda Items/Establish a quorum (10:00) - Peter Stevens

Approval of Minutes (10:05) - Andrea Carpenter

- Todd moves to approve Feb minutes and Scott seconds the motion. There was no discussion. The motion passes.

Annual Meeting Debrief (10:10) - All

- What went well?
 - Plenaries – great feedback, really liked three plenaries over three days in the same place, self-contained, and much shorter than the intro to our traditional meeting.
 - Appreciated having young people come and talk, tradeoff to how people see the future and looking backward.
 - Brittany King’s plenary was mentioned specifically several times, it made people think. Move these topics out of DEI and move into the spotlight of the chapter.
 - Technical sections were done well. Right decision to run centrally through OSU, didn’t have any bandwidth issues. Some of the talks seemed flat because they were prerecorded.
 - Break rooms were fun, socials were better at night.
 - Auction – have a request that we continue to do an online component. Allowed us to reach people that otherwise could not attend. Anti-sniping policy was good.
 - Four concurrent sessions seemed like the right numbers. Session attendance was nicely distributed among the groups.
 - Nearly 325 registrants with fewer science talks, we’re attracting more people who weren’t speakers than we normally do at an in-person meeting.
 - Stripe has been great to work with. Not sure if we want to keep it after we close the raffle auction.
 - PMEP sponsored a session, they were grateful of having numbers for visitors to their outreach purposes.

- Really liked the format of the virtual auction, kind of fun to watch the bidding at the last minute. Happy with the Auctria platform and their responsiveness to our questions and issues. The Emerald level we purchased was right for us, it took a bit of learning on Todd's end but it was useful for a first approach.
- Raffle went well. Had a spreadsheet with names and numbers so it was very quick at the end to make a pick right when ticket sales closed.
- Mixer went well, liked the setup, the way the mentors were grouped. Few issues with students coming in at different times. Mentors were happy to participate. Students felt intimidated initially but then felt really welcomed.
- Student-student mixer was great, lots of things going on, no dead time at all. Seems well attended and received.
- Fifth A/V person on standby was a good move. Having all of the A/V people in a central location was the right move.
- Vendors – Peter thought they seemed happy with the level of interest at their vendor booths.
- Hopping in and out of sessions was very convenient and quick.
- Spawning Run – good participation, interest in the neck buffs, categories were fun and worthwhile.
- What could have gone better?
 - When contacting sponsors and vendors, need to be a lot clearer where they need to send the money. Things were showing up to three different ODFW offices, the PO Box, and Becky's house. It makes it difficult to track down payments.
 - We don't know what the CVENT bill is at this point, how it comes in and our use of conferencing minutes.
 - Donation request letters to members early so members can ask friends/family/local businesses. It broadens the net of items donated.
 - Committee Meetings – really need to set that expectation that they are to conduct their yearly meeting during the annual meeting. This communication probably needs to start early, Dec or Jan.
 - Moderator training – We need more hands on opportunities, 10AM sessions were really rough. Q&A was not consistent among the moderators. Need a longer break between plenary and sessions, a lot of moderators were not starting their rooms on time afterwards.
 - Talks that were changed weren't communicated well to operations.
 - Attendee Hub was not as user friendly/customizable as we thought it would be.
 - Recording Zoom collaborative sessions was not expressly stated, room to improve in the future.
- Other items of note for the future.
 - Hybrid meeting in the future? Maybe just stream the plenary or virtual poster session. Would need additional help since it comes with a substantial lift in addition to all of the things to take care of for an in person meeting. Have to look at what it would cost to record (some facilities will charge us for that).
 - Virtual framework, some cleaning things of email addresses etc. were helpful to make sure that people could login. Do a query for bounce back emails, undo

- “opting out” of emails. Misspelling of names and email addresses happened because someone else was registering for them (bulk registrations).
- Event Hub app usage in the future to track attendance in the different sessions.
 - Because there were a bunch of mentors in a room, questions to mentors could be difficult at times via Zoom. At an in person event, a student could approach someone specific or ask a quick follow up question fairly easily. Maybe have someone who is a lead mentor in each room to keep the conversation moving?
 - Strongly encourage students to turn on their cameras. Students that had their cameras on seemed to be more engaged in the mixer.
 - WhatsApp groups for ExCom at in person meetings in the future, really helped to communicate and coordinate.
 - People were using breaks for their own time, socials were really popular.
 - Break rooms – do it more like a breakout room (poster session), you can see who is in each room, but there were connections to people that you wouldn’t normally talk to (or didn’t know).
 - Sponsors for concurrent sessions.
 - Separate vendors from sponsors in CVENT.
 - Peggy was rotating through the sponsors and vendors as “featured” so everyone was visible.
 - End the auction at a time that wasn’t during a concurrent session. Have it end during a break?
 - Get everyone on ExCom more familiar with CVENT as early as possible.
 - Getting a login for every ExCom member to CVENT to be able to help out.
 - How to integrate Auctria auction in addition to the in person auction. Auctria has an app, it was clear when people won, no line for people to check out.
 - Look at auction numbers from previous years compared to this year, argument for quality vs quantity. Might be some other ways to make the raffle more efficient.
 - Have two moderators to a session, one to handle the moderation of the talks and the other to come up with questions for the speakers.
- Becky proposes the honorarium and benefits of 50/50 raffle be put into the Bouck Scholarship fund. Scott recommended creating a special account for all student scholarships since DEI is currently being paid for by an individual donor. We will need to talk with the Financial Sustainability committee, it also gives us a place for people to make a directed donation to benefit students.

Spring ExCom Retreat (11:30) - Peter Stevens

- Logistics (Date & Time selection method) – We’re missing some key members to schedule this at this time.
- Format – Probably not in a position to doing something in person, still talking virtual. Maybe two half days again like last year. Peter proposing a similar format, those in outgoing roles talk to the next person about the role which would happen before the Spring Retreat. Mid-April is what we should shoot for. Recommend looking back at the document that was passed to you, regardless if you’re being replaced or not.

Officer Reports (11:35)

President - Peter Stevens

- WD Letter on Rep. Simpson's Proposal - Troy (Legislation Committee) is going to give a thorough read through of the proposal, there are some concerns in there that it may change ESA actions in some instances.

Past-President/Interim Treasurer- Becky Flitcroft

- Treasurer's Report, [FY 2021 Budget](#) (for reference) – no treasurer's report this month
- Scholarship Winner Plaques – we could switch to a plaque for each category and take what's on our perpetual plaque, or we can wait for the column to fill up then get a new perpetual plaque when each section is filled.
 - Scott thinks we should have perpetual plaques separated by category and have the names moved. Especially since the AA one should be hosted at MHCC.
 - Becky thinks it will cost about \$1,500. We have the money in this year's budget though we did not plan on it at the time. If we're okay with spending this money from some of the other categories, we can put it on this year's budget.
 - Reallocating funds from a line item needs a motion and a vote to approve.
 - **Becky motions to reallocate funding from Goal 1.5.A to scholarship award plaques, Todd seconds the motion. There was no discussion. Motion passes unanimously.**

President-Elect – Scott Heppell

- Nothing to add, thanks to everyone for their hard work with the Annual Meeting.

Vice President – Todd Hanna

- Finishing up funding proposals with both subunits, deadline of Apr 4 to get it to ExCom to review before the April ExCom meeting.

Internal Director – Peggy Kavanagh

- Plenary Video Request – Request to access Brittany's video to distribute through an organization. First question is whether or not we're able to do that and get permission from Brittany if she is okay with that.
 - Refer that person to Brittany directly, it gives her an opportunity to make connections directly for benefits in her career and potentially set up speaking engagement and receive payment for her work.
- Historian Transition – Mike Gauvin taking over for Jason Seals. Just need to make sure that anything that Jason has gets passed to Mike.

External Director – Ryan Branstetter

- Mailbox – check from Warm Springs, need to renew the mailbox.
- Raffle items that came in late, we can roll them forward into next year's meeting.
- Working on article for Umatilla Tribal Paper, working with Gabe Sheoships and will forward to ExCom to approve.
- Natural Production and Habitat Committee to merge, some bylaw changes for that to happen as well.
- Human Dimensions Committee – waiting on Jason and Ben on that one.

Secretary – Andrea Carpenter

- Action item: Andrea will send list of comments to Shuja and inquire about downloading talks for our own edification.

Student Representatives – Rudy Busch, Scarlett Arbuckle, Caleb Yann, Annika Carlson (none present)

- OSU update – no update, not in attendance
- MHCC update – no update, not in attendance

Business conducted via email:

- We received a letter from our Legislative Committee in coordination with the Oregon Department of State Land's Essential Salmonid Habitat mapping update to consider whether ExCom would like to sign on to the letter.
- Andrea moved to approve ExCom's signature on the ESH letter, Todd seconded the motion. There was no discussion and the motion passes.