



*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 20, 2021 3:00 PM – 5:00 PM

**In attendance:** Scott Heppell – President, Chris Hirsch – President-elect, Andrea Carpenter – Secretary, Peggy Kavanagh – Internal Director, Adrienne Averett – Treasurer, Victoria Quenessen – Vice President, Ryan Branstetter - External Director, Jake Mildenberger – MHCC Subunit, Julia Farkas – MHCC Subunit

**Call to Order/Additional Agenda Items/Establish a quorum (3:00) – Scott Heppell**

**Approval of Minutes (3:05) – Andrea Carpenter**

- Peggy moved to approve the April meeting minutes, seconded by Ryan. There was no discussion, and the motion passed.
- Andrea mentioned that the 2021 Business Meeting minutes did not receive any notes from ExCom, we previously discussed sending them out for approval in 2021.
- Action item: Andrea will follow up with Peter on how best to submit the 2021 Business meeting minutes to the membership for a vote.

**Recovering America's Wildlife Act -letters of support**

- Intent of letter – ORAFS has seen this type of letter several times in the past and we always put our names on it.
  - It allows us to speak as a chapter rather than our professional affiliations. The intent of this letter is that it represents the view of Chapter membership rather than employers/affiliations.
  - Victoria wondered why the letter highlighted a species in Colorado when the letter comes from ORAFS. Scott commented that most of the time representatives don't read past the first paragraph so it's important to make our position clear at the top. He will get in touch with Western Division to get clarity on the species mentioned in the letter (whether we can update to an Oregon species that would fit under this legislation).
- Peggy motions to approve the Recovering America's Wildlife Act letter of support with edits, Victoria seconded the motion. Scott said he will check with WD on species clarification mentioned by Victoria. The motion passed.

## **Officer Reports (4:00)**

### **President – Scott Heppell**

- WD Annual Meeting Business meeting update
  - Scott accepted the Large Chapter of the Year Award virtually, it is currently being mailed to him. He will display it to everyone via Zoom upon receipt.
  - Each division only forwards one chapter to the Society for awards, we were not selected to move on to that competition.
- Access to the Google Drive and Calendar
  - Everyone needs to check that they have access to the Google Drive
  - Lots of ExCom files in there
  - Please remember that you might be the one creating, modifying, accessing the document currently but there will be other eyes on the document later. Please name files appropriately and document as much as you can (add metadata if needed).
- Email Address transition, new email addresses working?
  - Vic said that her email is not active, neither is Chris'. Testing Scott's connection to president@orafs.org
- Action item: Scott will get in touch with Emma regarding email addresses and titles on the ORAFS site.
- Monthly call date/ time set for remainder of year – if you have something you want to be part of the official record but can't make it to the meeting, distribute it and we can make it part of the record.

### **President-Elect – Christine Hirsch**

- Still thinking about meeting, recently talking to Aquatic Monitoring Partnership, talking about hosting some symposia at that Society meeting. They are entertaining that idea.
- Got the CVENT login info and was able to get into the site but hasn't completed any training.
- Meeting theme idea – Rising from the Ashes: The Role of Disturbance in Fisheries

### **Past-President – Peter Stevens (not present)**

### **Vice President – Vic Quenessen**

- Able to sit in on MHCC subunit meeting, got to meet some of the students. They're hoping to meet up with the OSU subunit and increase their networks.
- She's looking forward to meeting the OSU subunit soon.

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

- Juggling with whether we'll be able to host an in person meeting next year but it's too early to call at this point.
- Peggy wondered if it was worthwhile to send out an email about the CVENT Virtual Annual Meeting Content expiring in June. Everyone agreed it was probably worth an email, it's a benefit of having a virtual meeting.

- Action item: Scott will send out a reminder to our 2021 Annual Meeting listserv that video content is still available until early June.

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

- New Human Dimensions committee – Ben Clemens and Jason Dunham are working to create the Human Dimensions committee. They want to advance fisheries science by incorporating knowledge transfer and knowledge use from diverse disciplines that influence fisheries science.
  - Ben and Jason want to get it rolling but don't want to steer it. Please let Ryan know if you know someone who is interested in taking it on.
  - This committee would pretty much take over the existing Communications External Committee.
  - We will need to make changes to the bylaws if we want to make it a permanent committee. It's likely beneficial to have it as an ad hoc committee for the first year of the cycle, then proceed with making it official if desired.
- Working on an article for the Umatilla Journal with Gabe Sheoships about ORAFS and some of the work incorporating traditional ecological knowledge and diversity of membership into the chapter. When Ryan has a draft, he will distribute it to ExCom to receive comments before submitting it to the paper.
- His short term plan is reaching out to Natural Production and Habitat to merge to committees. We'll have to rewrite their mission, bylaws, and have ExCom vote on it.
- Ryan also has some gift certificates that came into the P.O. Box, wondering where to send them. He will forward them on to Vic.
- Action item: Vic will send her preferred mailing address to Ryan for the gift certificates.

### **Secretary – Andrea Carpenter**

- She sent CVENT logins to Adrienne and Chris. She has not spent much time doing anything else in CVENT at this time until we decide how we will proceed with the 2022 Annual Meeting. She will start looking for content for the meeting website.
- Still working on Spring Retreat Minutes, hoping to send those out next week.
- Scott asked about the recent domain update for ODFW employees within CVENT. Domains have been update in our listservs but we might want to update them within CVENT for Annual Meeting Marketing. Chris mentioned that Forest Service employees have also changed over in the last year and we may want to update those within CVENT. Both are worth looking into in the future.

Treasurer – Adrienne Averett

- Balance Sheet

## Statement of Financial Position

Oregon Chapter - American Fisheries Society

As of May 19, 2021

MAY 19, 2021

### Assets

#### Current Assets

##### Cash and Cash Equivalents

|  |                  |
|--|------------------|
| Small Business Account                 | 96,896.40        |
| <b>Total Cash and Cash Equivalents</b> | <b>96,896.40</b> |

|                             |                   |
|-----------------------------|-------------------|
| Investments                 | 6,242.50          |
| <b>Total Current Assets</b> | <b>103,138.90</b> |

#### Long Term Assets

|                               |                   |
|-------------------------------|-------------------|
| Bouck Memorial Investment     | 12,709.60         |
| ORAFS Investment              | 458,639.90        |
| <b>Total Long Term Assets</b> | <b>471,349.50</b> |

|                     |                   |
|---------------------|-------------------|
| <b>Total Assets</b> | <b>574,488.40</b> |
|---------------------|-------------------|

### Liabilities and Equity

#### Equity

|                         |                   |
|-------------------------|-------------------|
| Current Year Earnings   | (17.90)           |
| Retained Earnings       | 29,095.33         |
| Unrestricted Net Assets | 545,410.97        |
| <b>Total Equity</b>     | <b>574,488.40</b> |

|                                     |                   |
|-------------------------------------|-------------------|
| <b>Total Liabilities and Equity</b> | <b>574,488.40</b> |
|-------------------------------------|-------------------|

- End of Year Statement

## Statement of Activities

Oregon Chapter - American Fisheries Society

For the year ended April 30, 2021

2021

### Income

|                           |                  |
|---------------------------|------------------|
| Contributions             | 2,748.23         |
| Donated Goods & Services  | 6,010.43         |
| Event Registration & Fees | 32,251.26        |
| Membership Dues           | 4,886.80         |
| Sponsorships              | 17,409.65        |
| <b>Total Income</b>       | <b>63,306.37</b> |

|                     |                  |
|---------------------|------------------|
| <b>Gross Profit</b> | <b>63,306.37</b> |
|---------------------|------------------|

- End of Year Statement continued:

**Operating Expenses**

|  |                  |
|--|------------------|
| Accounting Fees                                      | 680.00           |
| <b>Conferences, Conventions &amp; Meetings</b>       |                  |
| Annual Meeting Expenses                              | 13,567.99        |
| <b>Total Conferences, Conventions &amp; Meetings</b> | <b>13,567.99</b> |
| Awards & Grants to Individuals                       | 14,066.45        |
| Fundraising Fees                                     | 721.00           |
| Grants to Other Organizations                        | 2,500.00         |
| Other Expenses                                       | 1,443.60         |
| Other Professional Fees                              | 245.00           |
| Postage & Shipping                                   | 641.54           |
| Subscriptions  | 36.75            |
| Supplies   | 30.34            |
| Taxes  | 203.00           |
| Telephone & Internet                                 | 76.70            |
| <b>Total Operating Expenses</b>                      | <b>34,212.37</b> |
| <b>Operating Income</b>                              | <b>29,094.00</b> |
| <b>Other Income / (Expense)</b>                      |                  |
| Book Royalties                                       | 1.33             |
| <b>Total Other Income / (Expense)</b>                | <b>1.33</b>      |
| <b>Net Income</b>                                    | <b>29,095.33</b> |

- Received payment from CVENT, approximately \$8k.
- BOA branch in La Grande closed. She's looking for a location she can go to and coordinate with Becky since they have to be at the bank at the same time. This will likely happen in the next three weeks.
- She is working on collecting documents for taxes this year.
- FSC meeting is happening in a couple of weeks and she is going to get up to speed on the investment portfolio.
- Ryan will need to get mailing address for Adrienne since he receives chapter mail, most of which concerns the treasurer.
- Action item: Adrienne will send Ryan an email with her preferred mailing address.

**Student Representatives**

- OSU update – not present
- MHCC update – Julia
  - Not a lot to report.

Adjourn 4:10 PM