



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, March 10, 2022, 3:00 PM – 5:00 PM

In attendance: Peter Stevens – Past-President, Scott Heppell – President, Chris Hirsch – President-elect, Andrea Carpenter – Secretary, Adrienne Averett – Treasurer, Peggy Kavanagh - Internal Director, Vic Quenessen – Vice President, Ryan Branstetter – External Director, Annika Carlson – OSU Student Subunit, Evan Cox – MHCC Student Subunit

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

Main topics of conversation

- Annual meeting debrief
 - Lots of positive feedback from attendees and interest in joining the chapter.
 - At Western Division meeting, it was said that it was likely the largest chapter meeting this year.
 - Chris is getting ready to send out an email to inform people that videos are available on-demand.
 - Mixers – Lots of people give positive feedback (both mentors and mentees), there were a few good conversations and good volume of students. Total of 70 participants, around 19 rooms.
 - External Committee Meetings – around 14 attendees per meeting (low of 2 to a high of 28). Ryan was able to attend a few of them.
 - DEI Committee Meeting
 - Attendees were happy to have DEI initiatives rolling in 2022.
 - It was suggested keeping part of the meeting virtual to be in contact with people that are unable to travel (also good for DEI development).
 - Another suggestion was a scholarship for underserved communities to attend the conference (dedicated to that as opposed to Fish Out of Water Waiver).
 - Fish Culture – mostly internal business and workplan

- Human Dimensions – figuring out goals and objectives for the new year. Want to reach out in different communities.
 - Marine Ecology – had a few new attendees, there was a discussion of what the committee does, action arm of the chapter
- Auction and Raffle – Sponsorship, raffle, and auction - \$9300. Some individuals have still not checked out, Vic will close them out in the next couple of days if they haven't responded at that time.
 - Lesson: high initial bid doesn't work, when we switched it to a lower bid and a reserve the higher priced item went quickly (and for a great price).
 - Tribal artwork donations in the future – Donator needs to acknowledge the tribe, otherwise it's not responsible for us to include it in the catalog.
 - We can try to edit the solicitation letter to address these issues in the future for transparency.
- Socials – A few rooms that were well attended.
 - Annika suggested a single room with breakouts. It would also reduce the number of hosts needed.
 - We also had the Discussion rooms which likely turned in to smaller social rooms.
- Affinity Groups – Competing with the socials, might not be the best idea if we repeat this for future meetings.
- Sponsors/Vendors – Peter is currently editing the thank you letter, it will be sent out tomorrow. Oregon RFID was very philosophical after the meeting. No attendees visited them via chat or video but that was their same experience at the Society meeting.

Officer Reports

President – Scott Heppell

- Oregon won the Western Division Large Chapter of the Year Award for 2022. Our chapter will be forwarded on to the Society for the Chapter of the Year Award.
- Action item: Scott will send out a reminder for the spring retreat (weekend of April 29) to ExCom and newly elected officers.

Past-President – Peter Stevens

- Putting serious work into the Lassuy document.
- Tony brought up the strategic plan again. Peter wants to circulate it to ExCom and have it as close to completion as he can in the next two months.
- Lamprey conference was going to be sponsored largely by one of the tribes and a request was made to ORAFS for \$5,000 (split between tribal scholarships and Stuart

Reid's fee for running the conference). It was delayed in years past due to COVID. Ben Clemens approached Peter about the funding for 2022.

- Most likely we need a new vote from ExCom and the money hasn't carried over.
- Adrienne says that it needs to be accounted for in FY23 if it doesn't occur before May 1. There are multiple funding options, it might make more sense to take from two different pots.
- It might be good to get the DEI Committee involved in the selection of people for scholarships. We can request a proposal from Ben Clemens regarding awarding scholarships (what are the qualifications).
- Action item: Peter will ask Ben Clemens for a proposal of the costs and how the scholarships will be awarded.
- Ryan suggested running the proposal that Ben submits through the DEI Committee regarding selection criteria.
- Scott is hesitant to commit Lassuy funds to this based on the ability to support this and scholarships (unsure of the funding).

President-Elect – Chris Hirsch

- Action item: Chris will contact PNAMP to get an invoice before April 30 (the close of ExCom's fiscal year).
- Western Division meeting
 - Higher student participation than in years past
 - Idaho Chapter – did hybrid meeting, hired a professional company do the virtual side of it (A/V service contract). Only two concurrent sessions but zero technical glitches.
 - Alaska – also did affinity groups, hosted by DEI Committee (BIPOC, dependent caregivers, women, LGBTQ). Used Whova platform.
 - Utah – did a google meets program, only about 11 virtual participants
 - CO/WY – virtual as well, used the speed networking function from CVENT.
 - National meeting update – some symposia will be virtual only, for everything that is live, there will be a recorded version for people coming virtually.
- Chris has left over headsets from this year's meeting. Adrienne suggests putting them with the other meeting stuff, bring to the spring retreat.

Vice President – Vic Quenessen

- Raised \$240 for the Fish and Wildlife Club through the Tomelleri artwork in the auction.
- Most of the items are shipped out.
- Received a donation late, she will forward the gift card to the incoming Vice President for next year's auction.

Internal Director – Peggy Kavanagh

- All swag has been distributed. Peggy also wants to send out leftovers to people who support ORAFS throughout the year (e.g., newsletter editor, webmaster).
- There are some left over buffs that we may want to keep for next year (prizes or auction items).

- Currently narrowing it down to a few rentals for the Spring retreat.
- Peggy wanted to check in that Lauren was paid for her design work for the annual meeting. Adrienne and Chris acknowledged it's being handled.

External Director – Ryan Branstetter

- DEI consultant – still working with this. He can forward preliminary draft to anyone that wants it.

Secretary – Andrea Carpenter

- Forwarded CVENT Connect information to the incoming Secretary.
- Behind on minutes, working on getting caught up in the next month.

Treasurer – Adrienne Averett

- FY22 Corrected Operating Budget - vote to approve
 - Found “Planned” expense subtotal and 2021 virtual annual meeting net income calculation errors during FY21 & FY22 OB reconciliations
 - Need corrected approved budget for 2021 federal & state tax filing
- Adrienne moves to approve the corrected budget to account for error and 2021 profit value, Ryan seconded the motion. Scott wanted to know if we under or overestimated profit. Adrienne clarified that we underestimated by \$5,000. He wondered if this was due to CVENT payments and Adrienne was not sure due to lack of transparency in the statements from CVENT. The motion passed.
- Working on revised budget format for FY23 and sending to FSC for review. Trying to track what she sees and adding notes to why things are drastically different (e.g., climbing costs of mailbox, two-year contract for website) and for consistency (mileage and per diem for ORAFS business).
- 2022 Annual Meeting Budget tracker update. Reconciliation status:
 - Testing out a new net profit template that can be integrated with our existing AM budget projection tools.
 - Pending Expenses
 - Cvent Attendee Hub overage invoice
 - Honoraria checks (Chris H - mailing address)
 - Swag & Student Awards (Peggy - swag invoice & shipping receipts)
 - Auction/Raffle (Vic - supplies/shipping receipts)
 - Professional Awards (Brian - Kudo Boards & shipping receipts)
 - Volunteer Food/Supplies (Meagan - receipts)
 - Pending Revenue (awaiting incoming payment)
 - OSU, ODFW, & BCI Contracting sponsorships
 - Auction/raffle (including 2nd Willamette River trip)
 - Registrant donation funds from Cvent (expected 4/1)
- 2020 Federal and State taxes filed
- Investment Funds
 - Albert G. Lassuy Memorial DEI Endowment donation from D. Lassuy transferred to investment account.

- Jerry Bouck Memorial donation from C. Moffitt: \$2,000 for scholarship award to Montana McLeod; remainder transferred to investment account
- \$30K in 2021 investment gains transferred from investment account to business account.

Student Subunit – MHCC and OSU

MHCC – Evan Cox

- In the process of setting up officer elections for next year. There are only 6 or 7 students in their first-year class.
- Gina connected with a student rep, Katherine Dale at Western Division. Katherine will be attending the officer meetings next month. They will also work with the subunit to find some volunteering opportunities at the Society meeting in Spokane.

OSU – Annika Carlson (left notes)

- Recruiting new subunit officers. Christian will likely be one of the liaisons next year.
- Annika is currently looking for a replacement and excited to attend the Spring retreat.
- Everyone from OSU was really happy with the meeting and the mixers! We hope to find ways to reach high schoolers in the future
- Contacting a donor about their fishing trip donation and how that will be awarded (likely creating a certificate).
- Annika wanted to extend her gratitude to ExCom for the scholarship she won.

Adjourned 4:55 PM