



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

**To:** ORAFS Executive Committee

**From:** Sarah Sapienza, Secretary

**Subject:** Minutes from the ORAFS Executive Committee Teleconference – Thursday, April 13, 2023, 3:00 PM – 5:00 PM

**In attendance:** Chris Hirsch – President, Gary Vonderohe – President-Elect, Scott Heppell – Past President, Claire Rosemond – Vice President, Sarah Sapienza – Secretary, Adrienne Averett – Treasurer, Nat Godwin – OSU Student Subunit

**Call to Order/Additional Agenda Items/Establish a quorum (3:06) – Chris Hirsch**

**Approval of Meeting Minutes – Sarah Sapienza (3:10)**

- Gary moved to approve the March meeting minutes as submitted and Claire seconded the motion. There was no discussion and the motion passed. Business meeting minutes will be approved next ExCom Call.

**Main topics of conversation**

- Budget Closeout- Discussed Final approved budget that was finalized 4/30/22.
  - Support for:
    - WDAFS Student Colloquium
      - \$500
      - Gary motioned to approve the sponsoring of the WDAFS Student Colloquium for \$500, Adrienne seconded the motion and the motion passed.
    - Latin Congress Sponsorship
      - \$500 OR 1500
    - Pacific Island New Chapter
      - New chapter support \$1500 OR 500
    - Make final decision on sponsorship for Latin Congress and Pacific Islands Chapter at the ExCom Spring Retreat
  - Pay ahead to student paper winner- travel grant award will be paid up front, \$500
- Spring Retreat:

- [Agenda](#)
  - request from the HD committee-covered registration for committee members that would not normally attend the Annual Meeting.
- Organize Carpools-
  - Sarah/Adrienne/Michele? Chris/Scott

### **Officer Reports**

#### **President – Chris Hirsch**

- WDAFS Mid monthly meeting.
  - Chapters that had hybrid meeting this past year had low virtual attendance.
  - Info on Student Colloquium
  - Funding request for Student Colloquium

#### **Past-President – Scott Heppell**

- Email from Denny Lassuy re: Annual meeting DEI activity, continue to think about DEI and how to support
- Need to file Quarterly Reports for the legislative liaison.

#### **President-Elect – Gary Vonderohe**

- Email about Recovering America’s Wildlife Act, ORAFS information added to letter to US Senators.

#### **Vice President – Claire Rosemond**

- Sending out Thank You notes for the auction and raffle donors.
- Additional roles for AM: advertising for meeting, Affinity groups at the beginning of the meeting so connections can be made at the start of AM.

#### **Student Representatives**

- OSU update: Submitted an application for AFS subunit of the year, fingers crossed! Club elections are coming up soon, I have found a replacement for my position as subunit rep - I will probably be bringing them to the next meeting or introducing them via email sometime soon
- MHCC update: Absent

#### **Internal Director – Joe Lemanski**

- Absent

#### **External Director – Alex Harrison**

- Absent

#### **Secretary – Sarah Sapienza**

- Working on finalizing the Annual Meeting Business notes, will be sent out next week.

**Treasurer – Adrienne Averett**

ORAFS Executive Committee  
13 April 2023  
Treasurers Report

1. Business Account Update

Checking Account Statement

	<b>Beginning Balance (03/01/2023)</b>	<b>\$81,549.05</b>	
	Deposits/Credits	\$57,332.05	AM Registrations, Sponsorships, Merch,
	Raffle/Auction		
	Debits	(\$6,390.61)	AM Supplies, Petty Cash, Workshop,
	Plenary Dinner,		Band, Spawning Run Shirts; DOJ CT-12
	Filing;		Accountant Fees; Spring Retreat Rental;
			Xero Software
Checks	(\$90,428.97)		AM Venue & Hotel Rooms (The Graduate); AM Beverages & Supplies; AM Program; Student Scholarships & Travel Awards; Legislative Liaison; Education Grant
Transfers	(\$0)		
	<b>Statement Balance (3/31/2023)</b>	<b>\$42,061.52</b>	
<u>Available Funds</u>			
	Balance as of (04/01/2023)	\$42,061.52	
	Deposits/Credits	\$26,018.15	AM Registrations (Cvent)
	Debits	(\$0)	
	Checks (\$5,511.00)		Education Grants
	Transfers	(\$0)	
	<b>Available Funds as of 4/13/2023</b>	<b>\$62,568.67</b>	

**FY23 Operating Budget Cap = \$58,994.06**

2. Taxes

- Coordinated with our current accountant (Lyssa Kemper) to transfer the Xero accounting software subscription (\$34/month) and submit our Federal and State (CT-12) on March 15. Paid the accounting fees. Our contract with Lyssa has been fulfilled and closed.
- Downloaded the Xero report files in case we want to cancel this subscription at the end of the FY.

- Shared the last year's volunteer hours spreadsheet with ExCom for FY23 taxes and annual reporting.
3. Annual Meeting
- Continued reconciliation of meeting income and expenses. All sponsorship checks/payments have been received. Expecting last registration deposit from Cvent on ~May 1<sup>st</sup>.

Adjourned 4:33 PM