



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, May 9, 2024, 3:00 PM – 5:00 PM

In attendance: Corey Sipher– President-Elect, Michele Weaver– President, Gary Vonderohe – Past President, Kate Self – Vice President, Sarah Sapienza – Secretary, Jorden Smith – Treasurer, Amy Unthank – External Director, Stephanie Messerle – Internal Director, Emma Schaffers – MHCC Student Subunit

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

Approval of Meeting Minutes – Sarah Sapienza (3:05)

- No meeting minutes to approve. ExCom will approve Spring Retreat Minutes and May Meeting Minutes during June meeting.

Main topics of conversation

- See below.

Officer Reports

President – Michele Weaver

- 2026 Western Division Meeting: Contacted Travel PDX to get the request for bids started.
 - Proposals have been received from Hilton Downtown, Doubletree Loyd Center, Mariott Downtown.
 - Thoughts on Salem? Convention Center? Where would the hotel for the meeting be? The Wildlife Society will be holding a meeting there in 2025. New hotel location close to the convention center, possible increased capacity by 50%? Sarah suggested flights have increased to the Salem airport and that could be a possibility instead of flying into Portland and driving to Salem.
 - Thoughts on Bend? Probably not the best option due to a more limited capacity.
- Online Merch option thoughts? Kate suggested a made to order online store. Would that be feasible? Jorden suggested pre-ordering merchandise during registration. Gary suggested just selling at the table. ExCom has decided to not have an online merchandise option at this time.

- ODFW is paying meeting registration (\$650) and meals (\$882) per diem for AFS (Pending approval). Pass along the savings to best poster runner up to attend? ExCom discussed passing the savings onto other options instead of another paid trip to Hawaii.
- Screw Trap Themed Raffle Ticket Spinner -Marty Olson has volunteered to build a screw trap spinner with scrap materials.
- Annual Meeting Waiver Accounting
 - Located in the Annual Meeting Budget and also Annual Meeting Budget, where should it go? Jorden suggested a rate calculator in Cvent.
- Finance Committee Presentation
 - Financial Sustainability Committee will be meeting in a few weeks. They will probably attend an upcoming ExCom Call.
- Work Plan and Budget posted to Google Drive.
- **ACTION: Michele will contact Ashley regarding posting Work Plan to ORAFS website.**
- cVENT, continue or look for other options. Look into a year option instead of a multi-year contract. Gary suggested looking into negotiating creating an app. A suggestion was made to simplify the fee options. **ACTION: Jorden/Sarah will contact Cvent when the new employee contacts.**
- Derek suggested looking into <https://www.wildapricot.com/wildapricot-payments>.

ORTWS Liaison – Derek Broman

- Meeting scheduled for February 5-7th. Can look at the Salem Convention Center and layout of space, set up of events.
- Derek asked ExCom to let him know when ORAFS workshops are coming up.
- Derek discussed with TWS the Legislative Liaison, it seems the Society agreed it was needed as well.

Past President – Gary Vonderohe

- New Chapter logo - Final logo for ORAFS saved as 2024 logo in Google Drive.
- Need to order updated banners.
- Michele suggested a large banner behind the podium (119x46) and a smaller version (71x46) for the registration tables.
- Kate suggested also a banner for the merchandise table and an entry way welcome banner.
- **ACTION: Michele will contact Ashley to update the ORAFS ExCom emails.**
- **ACTION: Gary will contact Ashley regarding updating the logo on the ORAFS website.**
- Chapter By-law change update -
 - Gary sent the by-law changes to Randy Schultz to check for consistency with Society By-laws. Then it will need to be approved by the management committee, will probably happen at Hawaii AFS meeting.

President-Elect – Corey Sipher

- **ACTION: Corey will be working Annual Meeting Handbook and deadlines.**

- Thinking of numerous themes. Possibly Klamath sites, was a chapter survey used for workshop ideas? Western Division has list of previous workshops offered from all the Chapters within Western Division.

Vice President – Kate Self

- Kate suggested having Amy contact committees to get more engagement for the Annual Meeting.
- Kate attended the joint Idaho, Washington/BC chapter meeting and had these suggestions:
 - QR Code on badge was very helpful.
 - The program printed had shortened version with just Plenary and Sessions grouped.

Student Representatives

- OSU update – Tjaden Archer: Absent
- Mt Hood CC update – Emma Schaffers
 - May meeting has held. Planning annual crabbing trip now.
 - Looking into setting up graduation ceremony.
 - Washinton Fly Fishers donated Dissolved Oxygen meter to the school.
 - New Student Rep will transition on June 15th.

Internal Director – Stephanie Messerle

- Reached out to Historian and Awards Committee Chairs, both are interested in serving again for the next meeting.

External Director – Amy Unthank

- ACTION: Amy will contact Committees.

Secretary – Sarah Sapienza

- Annual Meeting business meeting notes minutes have been sent out, so far, only edits from Michele. ACTION: Sarah will be sending out Spring Retreat Minutes next week.

Treasurer – Jorden Smith

- See below.
- Updated AM profit estimate
 - Thoughts on outstanding balances? ACTION: Jorden will be contacting OSU regarding the payments needed from students.

**ORAFS Executive Committee
9 May 2024
Treasurer's Report**

Checking Account Statement

| | | |
|--------------------------|--------------------|--|
| Beginning Balance | \$95,657.73 | |
| (04/01/2024) | | |
| Deposits/Credits | \$33,953.59 | UO payment for 23 AM, 24 AM Cvent Registration, Other Registration Payments |
| Debits | (\$6,310.58) | AM Swag, Stamps, Website Fees, Spring Retreat Dinner |
| Checks | (\$86,583.38) | Scholarships, AM Auctioneer, 22 Taxes, K-12 Grants, Early Career Professional Lodging, Riverhouse Final Payment, OSU subunit, Spring Retreat Mileage, New Logo |
| Transfers | (\$0.00) | |
| Statement Balance | \$36,717.36 | |
| (04/30/2024) | | |

Available Funds

| | | |
|--------------------------|--------------------|--|
| Beginning Balance | \$36,717.36 | |
| (05/01/2024) | | |
| Deposits/Credits | \$25,358.92 | AM Cvent Registration, Sponsorship |
| Debits | (\$456.54) | AM ExCom Room |
| Checks | (\$4,035.42) | Cvent Overage, Scholarship, K-12 Grants |
| Transfers | (\$0.00) | |
| Statement Balance | \$57,584.32 | |
| (05/9/2024) | | |

Adjourned at 4:48 PM