



*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, June 13, 2024, 3:00 PM – 5:00 PM

**In attendance:** Corey Sipher– President-Elect, Michele Weaver– President, Gary Vonderohe – Past President, Kate Self – Vice President, Jordan Smith – Treasurer, Amy Unthank – External Director, Stephanie Messerle – Internal Director, Elizabeth Grassl – MHCC Student Subunit

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

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

- Jordan moved to approve the May Minutes and Spring Retreat Minutes as submitted and edited and Stephanie seconded the motion. There was no discussion and the motion passed.

**Main topics of conversation**

- See below.

**Officer Reports**

**President – Michele Weaver**

- Michele contacted Webmaster regarding adding the Work Plan and Budget to the ORAFS website.
- Action Item from May: Contacted Ashley and updated all the ORAFS email addresses to be forwarded to the current ExCom. The two emails listed below will be deleted.
  - [meetingsupport@orafs.org](mailto:meetingsupport@orafs.org) is an email address (currently forwards to Adrienne, Andrea Carpenter, Scott Heppell and two others from Oregon state - whitemae and cardeala). What is this email used for and who should be receiving those messages now?
  - [careercounselorlist@orafs.org](mailto:careercounselorlist@orafs.org) - any idea what this is for? Currently forwards to Steve Kucas with the city of PDX.2026
- Finance Committee Meeting - Michele, Jordan, Gary met with committee members (Tony, Mike, Troy, Peter) to get a better understanding of the current process with budgets and disbursement distributions. Jordan met with Tony to further discuss Treasurer bookkeeping.

That discussion resulted in a better understanding of the checking log/budget code system. Because of that we are able to update our workplan and budget and remove the confusing disclaimers/placeholders.

- Bouk Agreement: Chris Hirsh and Scott Heppell met with Steve Bouk to discuss and finalize the Scholarship Agreement. It has been signed and will now need to be added to the ORAFS Administrative Handbook and Financial Sustainability Investment Policy. Since this agreement has been in the works for several years, the current ExCom did not vote on the agreement yet but will vote on the updates to the Admin Handbook.
- ORAFS Administrative Handbook. The one posted to the web was updated Nov 2016. There is a 2022 draft version in the files : [2022 draft handbook](#) We need to finalize these updates and post the updated version to the web.
- Action Item for all: Review the 2022 draft handbook, make necessary edits by July monthly meeting and someone will make final edits by August.
- Western Division Meeting - site visits with Tim Copeland the WDAFS vice president (will be president elect/meeting chair for this meeting) 6/13 and 6/14. Michele and Tim are taking notes on 5 locations (4 in Portland and 1 in Salem). WD and ORAFS ExCom will compare notes and Requests for Proposals before making a final decision.
- WDAFS ExCom meeting news
  - Looking for a co-chair for the Native Fish committee
  - Amber Steed new VP
  - WDAFS extended the deadline for some of our awards until July 19th. Please share this with your chapters and maybe even consider nominating some of your award recipients for one of the Division awards.

#### **ORTWS Liaison – Derek Broman**

- Absent.

#### **Past President – Gary Vonderohe**

- Gary contacted Ashley regarding updating the logo on the ORAFS website.
- Banners with new Chapter logo. Gary checked into two options for printing and will go with Coos Bay Printing. Final price should be less than what was budgeted for.
- Just got an email this morning that Oregon Chapter was not selected for WD Outstanding Chapter of the Year. But the committee was impressed with the work we are accomplishing.

#### **President-Elect – Corey Sipher**

- 2025 meeting planning
- Plenary – Cory attempting to reach out to Brook Thompson (Yurok Tribe, Klamath Dam removal involvement). Question, do we provide honorarium, lodging? Yes we offer both and can negotiate on travel costs.
- Also reached out to Jason Dunham for potential plenary speakers. Jason provided a list of potential speakers to reach out to.

- Workshops – Looking into a Science Communication workshop.
- Technical sessions – Stephanie Gunkel from ODFW reached out about a bull trout technical session.
- Some people have responded about being a part of the Annual Meeting planning team.
- Potential Theme - Social Science and Engaging the Public in Natural Resource Decision Making.

#### **Vice President – Kate Self**

- Nothing to report.

#### **Student Representatives**

- OSU update – Roberto Valez
  - Absent.
- Mt Hood CC update – Elizabeth Grassl
  - Going into summer break as a club. Club just participated in the yearly crabbing trip which was successful.

#### **Internal Director – Stephanie Messerle**

- Confirmed Helena Linnell will serve as scholarship committee chair again.
- Stephanie will be absent for the July 11 meeting.

#### **External Director – Amy Unthank**

- Action Item from May: Contact Committees – Amy has not contacted all committee chairs yet but is working on it. Talked to Scott Lightcap about interest in Leg Committee Chair, Scott is back working (part-time) and didn't have time at this moment.
- DEI workshop - (MW put this agenda item here) DEI committee is Interviewing candidates to hire to lead the workshop. Considering 2-instructors but 1 potential instructor dropped out of consideration. Timeline right now will be Jan-Feb. Workshop will be virtual but limited to 90 people.
- DEI committee information request from WDAFS - reply due 6/21/24.

#### **Secretary – Sarah Sapienza**

- Absent.

#### **Treasurer – Jordan Smith**

- Jordan contacted Scott for alternative contacts and received a check from 1 of the students. Jordan will let the other past payment from the student go. Still waiting for payments from OSU for Annual Meeting student attendance.
- Treasurer's Report (see below).

**ORAFS Executive Committee  
13 June 2024  
Treasurer's Report**

**Checking Account Statement**

<b>Beginning Balance (05/01/2024)</b>	\$36,717.36	
Deposits/Credits	\$25,696.74	24 AM Sponsorship, 24 AM Cvent Registration, Other Registration Payments
Debits	(\$456.54)	AM Hotel Room
Checks	(\$6,950.42)	Scholarship, K-12 Grants, Cvent Overage Charge
Transfers	(\$0.00)	
<b>Statement Balance (05/31/2024)</b>	<b>\$55,007.14</b>	

**Available Funds**

<b>Beginning Balance (06/01/2024)</b>	\$55,007.14	
Deposits/Credits	\$17,229.39	Disbursement, Chapter Dues
Debits	(\$526.40)	Flights for AFS
Checks	(\$470.54)	Fish Culture Scholarship
Transfers	(\$0.00)	
<b>Statement Balance (06/12/2024)</b>	<b>\$71,241.59</b>	

Adjourned at 4:09 PM