



Oregon Chapter
of the
American Fisheries Society

OR Chapter AFS: PO Box 8062 Portland, OR 97207-8062

To: ORAFS Executive Committee

From: Katie Woodside, Secretary

Subject: Minutes from the ORAFS Executive Committee Teleconference – Wednesday, July 9, 2025
from 3:00 PM – 5:00 PM

VOTE

ACTION

Additional Agenda Items/Establish a quorum*– Cory Sipher (3:04)

*4 officers including president

In attendance: Cory Sipher, Katie Woodside, Jorden Smith, Karah Roof. Gina Maag-Klobas joined late.

Not present: Kelcee Smith sent notes. Michelle Weaver and Amy Unthank not present.

Approval of Meeting Minutes - Katie Woodside

- No pressing need for Annual Business Notes.
- **Motion to approve May Notes and June Notes. Voted and approved.**
- **TASK: Katie will upload May and June notes as a pdf. Resend out retreat minutes for approval at next meeting, added Jorden's treasurer report. Katie will follow-up on Annual Business Notes with Sarah.**

Officer updates

Past President -Michele Weaver (not present, submitted updates ahead of meeting)

- Included blurb on Strategic Plan in Piscatorial Press.
- Kelcee and Michelle visit Hilton on 17th. Open invite to others for site visit.
- Checked with Tony about FSC (Financial Sustainability Committee). Update FSPIP.
 - Jorden is also on committee.
 - Meets quarterly.
 - Last met in April.
 - Jorden coordinating with FSC on disbursement funds.
- Started process of creating Google non-profit site. Google approving non-profit status. Google verifying that we own the domain; she is working with Ashley Sanders.
 - Should increase storage options

President –Cory Sipher

- ORAFS Strategic Plan 2026-2030 [Link](#) (AFS Strategic Plan 25-29 [Link](#))
- Quarterly report due Tuesday, July 15, 2025 (April to June, Q2?)
 - Last one (Q1) submitted was in April 2025, \$9,000
 - TASK: Jorden will look through Michelle's messages to track what is due
 - TASK: Cory will update
- WDAFS updates
 - Rebate checks from OR Chapter members??
 - Society tracks members, we get rebate based on Chapter members
 - ~\$4500 a year for past two years
 - TASK: Cory will ask how this is calculated or divvyed
- Renewal difficulties with Chapter membership
 - Chapters should do more outreach at beginning and end of year
 - National AFS Aware of issues
 - National AFS Looking into alternative platform/vendor
 - Solutions may not be until sometime in 2026
 - Katie added a blurb in Piscatorial Press on paying dues or determining if due were paid
- AFS annual meetings scheduled
 - 2025 – San Antonio Texas, hosted by Southern Division
 - 2026 – Columbus, OH
 - 2027 – Pittsburg, PA
 - 2028 - Joint Aquatic Science Society meeting in Hawaii (every 5 years)
 - 2029 – Unknown location: Tampa? Puerto Rico?
 - 2030 – Unknown location: Joint meeting with Wildlife Society
- Did folks get stuff to Stacy for Piscatorial?
 - Self-assigned stuff
 - Prefers word format
 - Jorden: Should we ask members if they have anything to submit??
 - This would make it more relevant and interesting.
 - TASK: Cory will follow up with Stacy

ORTWS Liaison - Derek Broman

- Not present.

President-Elect – Kelcee Smith

- TASK: Kelcee will reach out about planning committee soon.
- TASK: Kelcee finalizing theme this week.
 - Keep sending ideas and thoughts her way.

Vice President – Karah Roof

- Do we have a spreadsheet to fill out for meeting?
 - Karah reached out for volunteers
 - A few committees will have co-chairs (Western Division and Oregon Chapter)
 - Some will have only Oregon Chapter
- Reached out to Bianca and Roberto at OSU
- Amy talked to Natalie about getting involved with subchapter
 - Provided Roberto's contact info
 - Task: Karah will reach out to Natalie Donato

Student Representatives

- Not present.

Internal Director – Gina Maag-Klobas

- 2027 \$1,000 invoice for signing fee is paid
- 2028 conference options: Seaside is too small for us, Salem has room with extensive catering options, and Corvallis could work if we booked both the la salle and alumni center
- Fall retreat is October 24-26
 - Still looking at central options. Sent out calendar invite.
 - Waiting to hear back from student reps if they'll be able to join
 - Cory's suggestions: Hood River, Sunriver, Bend, Government Camp
 - QUESTION: \$1,000 reimbursement for food likely available?

External Director – Amy Unthank

- No new updates.

Secretary – Katie Woodside

- Notes updates mentioned above
- Piscatorial press updates
- Google drive for review – can send updates, all in one location.
 - Will still send email to notify.
 - Will send reminder one week before.
 - Can folks all respond that everything is good?
 - We can also ask if everyone got a chance to review and make comments prior to a motion to approve?

Treasurer – Jorden Smith

- Taxes signed and submitted today.
 - Taxes coming up in Sept. Got documents sent in June.
 - Don't need an extension. Didn't need an extension last year.
 - Paid accountant.
 - Paid state DOJ for form.
- DEI workshop payment schedule – pending.
 - Unsure of products, unsure if complete
 - Unsure if we will have more payments
- Cvent Invoice- paid the \$2504, awaiting invoice for overage fee. Any preference on allocation (AM)?
 - Peggy, Adrian, and Chris contacted. Contract paid in full. There was a bill from previous contract that was unpaid (\$2500). An old operating budget had notes about paying in FY 2025. Was directed to this note through email.
 - What should we code it to? Annual meeting?
 - Could bring down estimated profit.
 - There was another \$10K to be billed this month? This was in our notes, not CVENT notes.
 - We are updating contact information (again). Receiving past due notices but not receiving all current dues. Was going to a Forest Service email.
 - If we had more than 400 registrants then we were expecting extra charges.
- Final AM payment is on the way (thanks Cory!)
 - Vendor payment received.

- Disbursement request of \$20k (from FSC) is processing
 - We recur monthly fees of \$40 at less than \$5000
 - We are at ~\$10K
 - Jordan can provide 6 months' forecasting and other financial info if requested
 - Jordan created spreadsheet.
- Only request money if low in account, keep rest in investment account
- Time transaction posted important versus what it is assigned to. \$6K for this quarter
 - Use compensation for legislative liaison.
- Treasurer's report

**ORAFS Executive Committee
9 July 2025
Treasurer's Report**

Checking Account Statement

Beginning Balance	\$24,784.82	
(06/01/2025)		
Deposits/Credits	\$0.00	
Debits	(\$3,501.1)	Mail forwarding, DEI workshop, 27 AM deposit
Checks	(\$4,722.515)	WDAFS reimbursements, Legislative liaison
Transfers	(\$0.00)	
Fees	(\$0.00)	
Statement Balance	\$16,561.21	
(06/30/2025)		

Current Balance (7/9/2025) = \$33,427.60

Pending Balance = \$28,803.05

Adjourned @ 4:08 PM