



American Fisheries Society

President Dan Brauch, President-Elect Laurie Earley, Vice-President Eric Fetherman, Secretary-Treasurer Laura Burckhardt,
Past-President Todd Pearsons, Student Representative Kat Dale

Advancing fisheries and aquatic science and professionals in western North America

Executive Committee October Call: Wednesday, October 13, 2021

Start Time: 11:00 am AK time/ 12:00 pm PT / 1:00 pm MT/3:00 pm ET

Zoom Link: <https://us05web.zoom.us/j/5921048289?pwd=SEhMSUhmQ0RFcTZDQ3U3WVJ5S0x1QT09>

To Dial in, dial 669-900-6833 Meeting ID: 592 104 8289 Passcode: 842691

Once on the call: *6 – mute or unmute

WDAFS Executive Committee **AGENDA** (12:00 PM-1:00 PM PT)

WDAFS Officers and Representatives from: AK, WA/BC, OR, ID, MT, CA/NV, UT, CO/WY, AZ/NM

- 12:00 PT Roll call / determination of quorum (majority of officers, 1/3 of Chapters).
- 12:03 Approval of September meeting notes
 - **Proposed Motion:** Move to approve September meeting minutes
- 12:05 WDAFS Treasurer's briefing and budget review (Laura)
- 12:10 AFS briefing (Dan, Laurie)
 - Cvent Contract with AFS 2022
- 12:15 WDAFS Committee briefing (new updates: RPECC-Todd, FSC-Dan, NFC-Todd, ECP-Laurie, D&I-Eric, MC-Eric)
- 12:20 Chapter briefings (roughly 1 minute/chapter)
- 12:35 RPECC Snake River Dams Discussion (Todd, Bob Hughes)
 - Discussion of previous efforts to develop support letter and refocused charge
- 12:40 Social Media Engagement (Stephanie Quinn-Davidson)
- 12:45 Spokane meeting update (Dan/Laurie)
 - **Proposed Motion:** Approve the Spokane meeting MOU
 - Theme: What do fish mean to us? Tagline: Perspectives above and below the water
- 12:45 Virtual Mid-Year Meeting (Dan)
- 12:50 New or other business
- 1:00 Adjourn

Attachments:

1. Monthly financial statement / balances by month
2. September meeting notes
3. Cvent 2022 Contract with AFS
4. Spokane Draft MOU (will share when final draft is available)

WDAFS Officers Meeting AGENDA (1:00-2:00 PM PT)

WDAFS Officers to stay on conference line

- September Excom call follow-through
- Archive of WD Documents / access / location / Items to send to Eric Wagner
- Committee Vacancies (AFS Communications, Audit, Certification Board of Appeals) / Need/suggestions for filling vacancies
- President's plan of work/Budget/Excom Fall retreat (Dan)
- Spokane meeting planning update (Dan/Laurie)
- Zoom Account Setup (Dan)
- Officer nominations (Todd)
- Officer representative at chapter annual meetings (Dan)
- Student colloquium (Kat)
- Other
- Next meeting will be after next Excom meeting



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WDAFS Executive Committee (1:00 PM-2:00 PM MDT)

Notes

WDAFS Officers and Representatives from: AK, WA/BC, OR, ID, MT, CA/NV, UT, CO/WY, AZ/NM

Roll call

Participants:

- Dan Brauch, WD President
- Todd Pearsons, WD Past President
- Laurie Earley, WD President-Elect
- Eric Fetherman, WD Vice President
- Laura Burckhardt, WD Secretary Treasurer
- Janine Brian, WA/BC Chapter
- Tim Copeland, ID Chapter
- Lisa Eby, MT Chapter
- Eva Bush, CA/NV Chapter
- Peter Stevens, OR Chapter
- Paul Burnett, UT Chapter
- Christina Barrineau, CO/WY Chapter
- Brian Hickerson, AZ/NM Chapter
- Sue Mauger, AK Chapter
- Stephanie Quinn – Davidson, AK Past President
- Taylor Cabbage, AK Student Representative

Introductions and Determination of quorum (majority of elected officers, 1/3 Chapters)

Dan provided time during roll call for everyone to introduce themselves, their role within the Western Division or Chapter, and what they do for a living and for what entity. Dan mentioned that the chapter officer change form is available to everyone to fill out and update. A quorum was present.

Motion: Approve August meeting minutes

Paul Burnette moved to approve, Eric seconded. No one opposed. Notes approved.

WDAFS Treasurer's briefing and Financial Sustainability Plan Update (Dan)

Laura Burckhardt (WD Secretary/Treasurer) put together the budget updates for September and this was emailed out by Dan. Laura provided a quick review of the balances for September. The only expense was the reoccurring mail chimp expense. There are some FY21 budget line items that have not been expended yet. Laura will review these items with Dan and Todd and go through the budget close-out review at mid-year meeting.

The Key Executor Role on the Wells Fargo Account needs to be updated from Travis Neebling to Laura Burckhardt. To do this we need these meeting minutes to reflect that Laura Burckhardt has been elected as the Secretary Treasurer and as such is approved to be the Key Executor for the Wells Fargo Account. Once the minutes are signed, Laura will take them to Wells Fargo and start the transition process. Discussion occurred on this process at other banks. Chapter representatives would like to know the process for changing the Key Executor at Wells Fargo. Other Chapters have had issues getting new people on their accounts at other banks. Laura will report back to the Executive Committee. The Executive Committee approved the transition of Key Executorship of the Wells Fargo Account from Travis Neebling to Laura Burckhardt.

AFS briefing (Dan/Laurie; Governing Board, Management Committee)

Cvent contract is being setup for 2022, Shawn needs to know what chapters might be interested in using Cvent. Chapters should contact Shawn directly.

Laurie attended the Management Committee meeting to discuss management procedures and procedures manual. Reviewing and getting folks up to date for the upcoming Baltimore meeting. Brian is working on the Baltimore meeting and Leanne is working on the Spokane meeting. Cecil is working on the Hawaii meeting plans. Procedure manual updates were focused on officer roles and how they want to liaise with different committees.

WDAFS Committee briefing (new updates: RPECC, FSC, NFC, ECP, D&I, MC)

- **RPECC** – See RPECC Snake River Dams Discussion below
- **FSC** – No update this month.
- **NFC** – No update this month.
- **ECP** – No update this month.
- **D&I** – Met twice in the last month. Working to match the Committee work plan with Dan's work plan so that goals are met. They have some recommendations for leadership, interrupting bias, working on D&I symposium at the annual meeting.
- **MC** – Looking at changes to the student category costs and lifetime memberships. Hoping to get a test pilot of survey out by the Baltimore meeting. Proposal to use webinar content online to show benefits of membership. Some webinars will be free to encourage membership.

Chapter briefings (roughly 1 minute/chapter)

- **AK (Sue)** – One week away from a final decision on the format of the Alaska meeting. Having a virtual meeting allows for more participation. A retreat is planned for Excom in November, format is undetermined. Reaching out within AK to develop webinars that highlight the AK landscape and indigenous influences.

- **WA/BC** (Janine) – Fall chapter retreat will be virtual and held next week. Chapter is working on assigning chapter responsibilities for the Spokane meeting.
- **OR** (Peter) – Chapter is moving ahead with Chapter meeting plan. The Chapter has switched to a virtual meeting and working on the logistics.
- **ID** (Tim) – Kevin reached out about Western Division meeting in 2023. Chapter is considering a hybrid option and utilizing Cvent. Plenary is topic is “Removing barriers and opening pathways” and they have reached out to the D&I committee for support.
- **MT** (Lisa) – Chapter meeting will be virtual. They are developing the meeting theme and working to make the meeting more interactive. Chapter would like to get feedback from Chapters successes from last year. The Chapter is also working on MT natural resource concerns.
- **CA/NV** (Eva) – The Chapter is planning an in-person meeting in February with vaccines and masks being required. Meeting will be recorded and provided for non-attendees after the meeting. The Chapter is planning a November retreat.
- **UT** (Paul) – The Chapter is planning an in person meeting for March with online options. This will be reevaluated in November. The Chapter is developing a meaningful strategic plan over the next two months.
- **CO/WY** (Christina) – The Chapter is considering a hybrid meeting option for March. A new survey will be sent out to gage Chapter interest for in-person meeting.
- **AZ/NM** (Brian) – The Chapter drafted a letter for RAWA. Chapter is putting together a virtual student subunit meeting. The Chapter will be holding a virtual meeting utilizing Cvent.

RPECC Snake River Dams Discussion (Todd)

The Simpson Concept was going to be part of the Biden Administration infrastructure bill; however, that did not happen. In conjunction with that, the Western Division Resource Policy and Environmental Concerns Committee was tasked writing a letter of support for the Simpson Concept. The Western Division Excom did not support approval of this letter.

RPECC has changed direction and Bob Hughes has developed a peer-reviewed scientific paper to be published in Water Biology and Security and Fisheries. Every chapter is asked to have representation on this committee. There is a first draft of this article available for review.

Todd asked if any Chapters sent out letters to politicians regarding removal of the lower Snake River Dams (Simpson Plan). The Oregon Chapter may have sent out a letter of support. Peter will look into this and provide the letter to Todd if it exists.

Social Media Engagement (Stephanie & Taylor – AK Chapter) – Chapter is trying to revamp social media presence to increase engagement. The AK Chapter is considering establishing a committee. What are other Chapters doing?

Western Division – Tracy Wendt is the WD contact for Facebook, Dan B. for Twitter, and Emily Chen is in charge of Instagram.

UT Chapter – Has a Facebook page but it is not very active.

MT - Shifted our outreach/education committee to a social media committee to start a Facebook and twitter. Tracy Wendt is the chair, her contact info was provided.

CA/NV – Has Facebook and they have a communications chair. Students check the page for job postings.

OR – Has Facebook, Twitter and Instagram. These accounts are primarily used around the time of the meeting. OR has limits on certain content but does not feel that can be a committee run platform.

Spokane Meeting Update

Theme is “What do fish mean to us?” Tag line is “Perspectives above and below the water” Approved logo is finalized through 99 designs at a cost of \$250.

Program committee has been working on timelines for symposia and abstracts. Symposia submission will open December 1.

Spokane meeting MOU is still be finalized. Excom was okay with WD officers finalizing and signing the MOU.

Virtual Mid-Year Meeting –

Half day (afternoons) virtual meeting (Zoom) on November 19th and 20th. Will be discussing the 2021-2022 Budget, Presidential Plan of Work, Excom and committee purpose and plans, 2022 meetings, chapter updates, and other topics. Dan asked everyone to provide any other topics that they would like to see added to the agenda.

New or other business

Zoom account options are being investigated and Excom will be notified of what account to use for the next meeting.

Next meeting is the Excom Meeting on November 19th and 20th. Next monthly call is set for December 8th at noon PT, 1 PM MST.

Meeting was adjourned at 2:05 PM (MDT).

WDAFS Officers Meeting (2:00-4:05 PM MDT)

WDAFS Officers to stay on conference line

- Dan, Todd, Laura, Laurie, Eric, Kat Dale
- How to close-out a budget –
 - Items approved in past budgets are considered encumbered. Laura will review any extensions and develop a list of budget items that are to be expired.
 - Reported income by fiscal year – how is it reported? Laura will look into this.
 - Do we want to bring over items from last year’s budget? As long as it’s tracked then they don’t have to be add to the new budget and reapproved.
 - Dan & Laura will go over items that remain and close-out others.
- National AFS Officer Nominations are being sought for the second vice-president and are needed by November. Todd can bring forth two candidates. Overall there can be 20 candidates nominated.
 - Western Division AFS Officer nominations are due in May. Only expect to be looking for candidate for incoming Vice President.
 - WD has a list of nominees from the past.
 - Todd will contact candidates to gage interest in running for AFS Second Vice-President.
 - This will be a standing topic of discussion.
- WD Committees –

- Is there a set audit committee? Procedure manual says we have a committee chair. This may not be an active committee. Tim Copeland may have served as WD auditor previously.
- Committees chair information on the website needs to be updated (information will be provided to Travis).
- The following committee positions are vacant: 1) AFS Certification board of appeals, 2) AFS communications committee, 3) Past president is assigned to serve on RPECC.
- After discussion, Todd agreed to serve as WD Officer liaison to the Native Fishes Committee
- Kat is serving as liaison between the Early Career Professional (ECP) and D&I Committees (this is separate from the Officer liaison to the WD Excom, where Laurie will be the liaison for the ECP Committee and Eric will be the liaison for the D&I committee).
- Student Colloquium – Kat has sent out a survey about date and location of colloquium. Looking to have the third or fourth weekend in January at a National Reserve. Budget should be under \$1,500. Colloquium will be a hybrid meeting. Kat will provide update at mid-year meeting.
- President’s plan of work/Budget/Excom Fall retreat – Dan will send out the budget and work plan before the mid-year meeting. Waiting for input from D&I committee on work plan.
- Zoom Account – WD will get a zoom account and share the resource to the Chapters. Would need to schedule meetings through zoom. In FY21, there was \$500 budgeted for conference call costs but no expenses occurred in FY21. This cost will be included in the next year’s budget.
- Spokane meeting Program Committee – Jeff Fryer will be the contact for papers & posters. Laurie will be contact for symposia and will be the master scheduler. The theme is finalized but symposium, plenary topics, and other program items are still under development
- New Scholarship – Dan D. is willing to form a draft description of the scholarship however needs guidance on what committee will be awarding the scholarship. The Scholarship subcommittee will take the lead and get D&I input as needed. This scholarship could be a focus for fundraising – have a link on the website and as a link during meeting registration. Could develop a QR code. WD AFS could develop a match for donations.
 - Current Maughan scholarship is for \$5,000 and for graduate students.
- Chapter Meetings and Officer Participation – A google sheet will be developed and then officers can submit their requests.
 - Dan and Eric will be going to the Baltimore meeting. Dan via WD and Eric via CSU. Laurie will be attending virtually.
- Archive of WD Documents – Eric Wagner has been archiving the paper records in South Dakota. He digitized all of the archives and provided those files to officers in 2008. Since 2008, very little is archived by Eric because all records have been electronic and the division website has become the primary location of archived digital documents.
 - The vision/ plan of archiving needs to be established.
 - CA/NV created a gmail account that gets passed down to each president. That account is linked to website etc. Laurie will check with UT AFS on if they have an Enterprise google account to assess whether WDAFS should obtain an account to insure long term availability of archived digital files (some files may not be publicly available on WDAFS web site).

- Although the full Excom will not meet on the next regularly scheduled monthly time slot due to the Mid-Year Meeting occurring later in November, officers agreed to have an officer call at the regular time (November 10 at 1 pm MDT).

These meeting minutes have been review by and approved by the Western Division of the American Fisheries Society (WD AFS) Officers. As reflected in these meeting minutes, we the board of the Western Division of the American Fisheries Society wish to remove Travis Neebling as the key executive with control of the entity. We the board of the Western Division of the American Fisheries Society wish to have Laura Burckhardt instated as the key executive with control of the entity. These minutes are signed below this month to provide an official record to allow transfer of Wells Fargo account Key Executive with control of the entity from Travis Neebling to Laura Burckhardt.

Dan Brauch, WD AFS President

Todd Pearsons, WD AFS Past President

Laurie Earley, WD AFS President-Elect

Eric Fetherman, WD AFS Vice President

Laura Burckhardt, WD AFS Secretary Treasurer

Western Division AFS Balances by Month - FY 2020-21 (October 1, 2020 - September 30, 2021)

	9/30/2020	10/31/2020	11/30/2020	12/31/2020	1/31/2021	2/28/2021	3/31/2021	4/30/2021	5/31/2021	6/30/2021	7/31/2021	8/31/2021	9/30/2021
Checking Total - Wells Fargo	\$ 39,995.19	\$ 40,250.20	\$ 39,508.21	\$ 55,131.02	\$ 49,609.62	\$ 49,306.63	\$ 49,043.64	\$ 48,490.65	\$ 46,827.36	\$ 42,738.77	\$ 39,698.78	\$ 40,045.63	\$ 39,992.64
Primary Savings - MA, 0.40%	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00
1-year CD (March 21, 2021) - 0.250%	\$ 10,745.45	\$ 10,750.93	\$ 10,756.24	\$ 10,761.73	\$ 10,767.22	\$ 10,772.18	\$ 10,776.55	\$ 10,778.77	\$ 10,781.06	\$ 10,783.28	\$ 10,785.57	\$ 10,785.87	\$ 10,790.09
1-year CD (June 16, 2021) - 2.6%	\$ 10,893.98	\$ 10,899.53	\$ 10,904.91	\$ 10,910.47	\$ 10,916.03	\$ 10,921.05	\$ 10,926.62	\$ 10,932.01	\$ 10,937.58	\$ 10,943.62	\$ 10,949.28	\$ 10,955.35	\$ 10,961.33
1-year CD (October 9, 2021) - 0.350%	\$ 10,855.02	\$ 10,862.02	\$ 10,865.15	\$ 10,871.62	\$ 10,878.38	\$ 10,884.54	\$ 10,891.78	\$ 10,898.91	\$ 10,884.15	\$ 10,887.78	\$ 10,890.53	\$ 10,893.77	\$ 10,896.91
1-year CD (December 21, 2021) - 0.250%	\$ 10,841.91	\$ 10,860.15	\$ 10,877.83	\$ 10,890.47	\$ 10,892.79	\$ 10,894.88	\$ 10,897.20	\$ 10,899.44	\$ 10,901.76	\$ 10,904.01	\$ 10,906.33	\$ 10,908.65	\$ 10,910.90
Subtotal Available	\$ 83,346.55	\$ 83,637.83	\$ 82,927.34	\$ 98,577.07	\$ 93,072.28	\$ 92,784.28	\$ 92,536.79	\$ 91,996.78	\$ 90,346.91	\$ 86,269.97	\$ 83,240.16	\$ 83,595.20	\$ 83,554.07
Encumbered													
Fishes of Idaho (2016)	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Pink + Chum Salmon Symposium	\$ 482.03	\$ 482.03	\$ 482.03	\$ 482.03	\$ 482.03	\$ 482.03	\$ 482.03	\$ 482.03	\$ 482.03	\$ 482.03	\$ 482.03	\$ 482.03	\$ 482.03
Salvelinus Confluentus Curiosity Society (SCCS)	\$ 1,127.87	\$ 1,127.87	\$ 1,127.87	\$ 1,127.87	\$ 1,127.87	\$ 1,127.87	\$ 1,127.87	\$ 1,007.87	\$ 1,007.87	\$ 1,007.87	\$ 1,007.87	\$ 1,007.87	\$ 1,007.87
Mexico AFS	\$ 505.00	\$ 505.00	\$ 505.00	\$ 505.00	\$ 505.00	\$ 505.00	\$ 505.00	\$ 505.00	\$ 505.00	\$ 505.00	\$ 505.00	\$ 505.00	\$ 505.00
WD 2021 Annual Meeting													
WDAFS Excom meeting in Ogden	\$ -	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00
WDAFS Ogden travel	\$ -	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,105.00	\$ 1,105.00	\$ 1,010.00	\$ 1,010.00	\$ 965.00
Other Excom Travel													
GB Excom meeting in Baltimore (Todd & Dan B.)	\$ -	\$ 5,400.00	\$ 5,400.00	\$ 5,400.00	\$ 5,400.00	\$ 5,400.00	\$ 5,400.00	\$ 5,400.00	\$ 5,400.00	\$ 5,400.00	\$ 5,400.00	\$ 5,400.00	\$ 5,400.00
Travel expenses to Chapter meetings (All officers)	\$ -	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,350.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,210.00	\$ 1,210.00	\$ 1,195.00	\$ 1,025.00
Travel expenses for AFS GB mid-year meeting (Todd & Dan B.)	\$ -	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
Small Grants (2020)													
Jade Steel	\$ 950.00	\$ 950.00	\$ 950.00	\$ 950.00	\$ 950.00	\$ 950.00	\$ 950.00	\$ 950.00	\$ 950.00	\$ 950.00	\$ 950.00	\$ 950.00	\$ 950.00
Adam Kanigan	\$ 977.00	\$ 977.00	\$ 977.00	\$ 977.00	\$ 977.00	\$ 977.00	\$ 977.00	\$ 977.00	\$ 977.00	\$ 977.00	\$ 977.00	\$ 977.00	\$ 977.00
Small Grants (2021)													
Katherine Osborn	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -
Eric J. Wagner	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Grants													
Travel Grant: International travel to WDAFS 2021	\$ -	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00
Travel Grant Emeritus travel to WDAFS 2021	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Travel Grant: Professional travel to WDAFS 2021	\$ -	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 655.00	\$ 655.00	\$ 655.00	\$ 655.00	\$ 655.00	\$ 655.00
Travel Grant: Indigenous people to WDAFS 2021	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Book projects	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Awards													
AFS Plaques: 7 WDAFS, 2 Chapter, 1 Student and 1 D&I	\$ -	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
Riparian Challenge award plaques	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 14.00	\$ 14.00	\$ 14.00	\$ 14.00
2020 Student colloquium													
Student colloquium contribution from WDAFS	\$ -	\$ 1,982.03	\$ 1,982.03	\$ 1,791.39	\$ 1,791.39	\$ 1,791.39	\$ 1,791.39	\$ 1,791.39	\$ 1,791.39	\$ 1,791.39	\$ 1,791.39	\$ 1,791.39	\$ 1,791.39
Travel Grant D&I travel to WDAFS 2019													
Dominic High eagle	\$ (87.40)	\$ (87.40)	\$ (87.40)	\$ (87.40)	\$ (87.40)	\$ (87.40)	\$ (87.40)	\$ (87.40)	\$ (87.40)	\$ (87.40)	\$ (87.40)	\$ (87.40)	\$ (87.40)
Student Support													
Travel Grant: Student travel to WDAFS 2021	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 4,880.00	\$ 4,850.00	\$ 4,715.00	\$ 4,715.00	\$ 4,715.00	\$ 4,715.00
Committees													
ECP Committee	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 810.00	\$ 715.00	\$ 715.00	\$ 715.00	\$ 715.00	\$ 715.00
D&I Committee	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 955.00	\$ 955.00	\$ 955.00	\$ 955.00	\$ 955.00
Native Fish Committee	\$ -	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00
Misc. Committee Expenses	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
Bank charges	\$ -	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00
Web site maintenance	\$ -	\$ 260.00	\$ 260.00	\$ 260.00	\$ 260.00	\$ 260.00	\$ 260.00	\$ 260.00	\$ 260.00	\$ 260.00	\$ 260.00	\$ 244.84	\$ 244.84
Branding update (website, logo, etc)	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Conference calls, Zoom, meeting communication capacity	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Mailchimp (\$70/month)	\$ -	\$ 790.01	\$ 737.02	\$ 684.03	\$ 631.04	\$ 578.05	\$ 525.06	\$ 472.07	\$ 419.08	\$ 366.09	\$ 313.10	\$ 260.11	\$ 207.12
Insurance	\$ -	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
Other Supplies	\$ -	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 294.40	\$ 294.40	\$ 294.40	\$ 294.40
Contingency for Chapter Professional Certification	\$ -	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
Contingency for other	\$ -	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
2021 Utah Seed Money reserved	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Total Encumbered	\$ 6,454.50	\$ 33,411.54	\$ 33,358.55	\$ 33,114.92	\$ 33,061.93	\$ 32,983.94	\$ 34,220.95	\$ 33,667.96	\$ 33,358.97	\$ 33,020.38	\$ 32,967.39	\$ 31,839.24	\$ 31,506.25
2023 Meeting Advances	\$ 4,960.00	\$ 4,960.00	\$ 4,960.00	\$ 4,960.00	\$ 4,960.00	\$ 4,960.00	\$ 4,960.00	\$ 4,960.00	\$ 4,960.00	\$ 4,960.00	\$ 4,960.00	\$ 4,960.00	\$ 4,960.00
Total Loans	\$ 4,960.00	\$ 4,960.00	\$ 4,960.00	\$ 4,960.00	\$ 4,960.00	\$ 4,960.00	\$ 4,960.00	\$ 4,960.00	\$ 4,960.00	\$ 4,960.00	\$ 4,960.00	\$ 4,960.00	\$ 4,960.00
Grants Investment Fund	\$ 484,034.39	\$ 474,802.33	\$ 535,355.44	\$ 553,453.47	\$ 559,372.89	\$ 570,240.98	\$ 586,567.82	\$ 600,328.90	\$ 605,515.07	\$ 617,406.85	\$ 619,838.71	\$ 619,838.71	\$ 619,838.71
Western Division	\$ 196,291.12	\$ 192,547.23	\$ 217,107.47	\$ 227,442.73	\$ 226,843.24	\$ 231,250.59	\$ 237,871.62	\$ 243,452.19	\$ 245,555.34	\$ 250,377.83	\$ 251,364.03	\$ 251,364.03	\$ 251,364.03
CO-WY Chapter	\$ 20,813.48	\$ 20,816.50	\$ 23,020.71	\$ 23,738.50	\$ 24,053.03	\$ 24,520.39	\$ 25,222.41	\$ 25,814.14	\$ 26,037.15	\$ 26,549.49	\$ 26,653.06	\$ 26,653.06	\$ 26,653.06
Idaho Chapter	\$ 60,359.09	\$ 59,207.85	\$ 66,760.07	\$ 69,015.85	\$ 69,753.80	\$ 71,109.05	\$ 73,145.00	\$ 74,961.01	\$ 75,607.73	\$ 76,990.63	\$ 77,293.89	\$ 77,293.89	\$ 77,293.89
Utah Chapter	\$ 42,643.43	\$ 41,830.09	\$ 47,165.70	\$ 48,759.25	\$ 49,280.75	\$ 50,238.23	\$ 51,676.62	\$ 52,888.98	\$ 53,345.88	\$ 54,393.54	\$ 54,607.79	\$ 54,607.79	\$ 54,607.79
WA-BC Chapter	\$ 20,798.31	\$ 20,401.62	\$ 23,003.93	\$ 23,781.15	\$ 24,035.50	\$ 24,502.49	\$ 25,204.03	\$ 25,795.32	\$ 26,018.17	\$ 26,529.14	\$ 26,633.63	\$ 26,633.63	\$ 26,633.63
GSU Student Subunit	\$ 37,996.70	\$ 37,271.98	\$ 42,026.19	\$ 43,446.10	\$ 43,910.77	\$ 44,763.92	\$ 46,045.57	\$ 47,125.82	\$ 47,532.93	\$ 48,466.44	\$ 48,657.34	\$ 48,657.34	\$ 48,657.34
Fish Culture Section	\$ 3,872.28	\$ 3,798.42	\$ 4,262.92	\$ 4,427.63	\$ 4,474.98	\$ 4,561.93	\$ 4,692.54	\$ 4,802.63	\$ 4,844.12	\$ 4,959.25	\$ 4,958.71	\$ 4,958.71	\$ 4,958.71
Student Travel Fund	\$ 74,831.72	\$ 73,404.44	\$ 82,767.50	\$ 85,563.91									



Agreement for CVENT Meeting Services

AFS has contracted with [CVENT Event Management](#) for a full suite of meeting registration, payment, abstract and meeting App services. As part of this contract, AFS is able to extend CVENT services to AFS units that elect to use CVENT. CVENT is a premiere meeting provider able to support physical, hybrid, and virtual meetings. For a listing of case studies from organizations that have used CVENT services, [click here](#).

The cost of using CVENT for AFS units is broken down in the table below.

AFS Units wanting to use the CVENT services secured by AFS HQ should complete the information requested below and submit timely payment after receipt of an invoice. If you have any questions, please contact [Shawn Johnston](#), AFS Meetings Director, or [Steven Kambouris](#), AFS Meeting and Program Manager.

Unit Name:

Unit Contact person:

Contact’s Email:

Contact’s Phone:

Meeting Title:

Billing Address:

Scope of Agreement

This agreement is available as a unit benefit. The overall terms as defined in the agreement are based on the master agreement with AFS headquarters. Various tutorials and a 24/7 customer service chat are available from CVENT.

Event Fees and Usage:	Quantity	Unit Rate	Price
Event Management (a)	1	N/A	\$4,900.00
Per Registration Fee & Attende Hub Website Access	1	\$7.50	TBD
TOTAL ANNUAL PRICE			\$4,900.00

Contract Terms and Renewal

This contract’s term is for the duration of the unit’s event/meeting, (up to one year to cover any system configuration, use of abstract and other meeting tools, and recorded content access, which will be available for 90 days after your meeting). There will be no automatic renewal. Future events supported by CVENT and negotiated by AFS will need be to be contracted by the unit for each additional meeting.

Services

Effective Date: This agreement commences on the date both parties sign the agreement.

The Event management Package includes: Abstract Submissions, Scheduling Portal, Meeting App, Attendee Portal, Account setup and implementation, unlimited customer support (24/7), Reporting capabilities, Data security and storage, ongoing upgrades and enhancements, and a CVENT Payment Services account.

Links to Cvent Services Overviews and Demo Videos:

[Abstract Management](#)

[Abstract Management Video](#)

[Event Management Enterprise License](#)

[Drive Attendance with Email Marketing](#)

[Speaker Resource Center](#)

[Speaker Resource Center Video](#)

[Exhibitor Management](#)

[Cvent Virtual Attendee Hub Overview Video](#)

[Deliver Engaging Virtual Events with Cvent](#)

[How to Deliver an Engaging Virtual Event Experience Video](#)

[Cvent Video Player](#)

[Cvent Video Conferencing](#)

[Your Onboarding Journey](#)

[Customer Support](#)

Payment Terms

Advance payment due within 30 days from Invoice Date.

Payment will be made to American Fisheries Society.

Billing Contact Details:	Billing Address:	Billing Questions
Shawn Johnston	425 Barlow Place, Suite 110	Jackie Machado
Meetings Director	Bethesda	Billing Coordinator
sjohnston@fisheries.org	MD	jmachado@fisheries.org
301-897-8616 Ext. 230	20814	301-897-8616 Ext. 200

Please note: The credit card will be used only if paying by credit card has been selected on this agreement OR if any invoice is greater than 60 days overdue.

Additional Terms

Training. Unit agrees that its authorized system users (minimum #2) are required to complete online training related to the user's role using the Cvent system purchased hereunder within 30 days of the creation of his or her authorized user ID. If any user fails to complete the foregoing in a timely manner, then Cvent reserves the right to restrict direct support access and/or revoke any discounts granted herein. Training is offered online and can be found at the following link: <https://cvent.docebosaa.com/external/learn/mycourses>.

Unit Signatory

Officer Name:

Title:

Date:

AFS Signatory

Staff member:

Title:

Date:



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