



# American Fisheries Society

## *Western Division*

President Tina Swanson, President-elect Pam Sponholtz, Vice-president Hilda Sexauer, Secretary-Treasurer Mary Buckman, Past-president Dave Ward

### **Western Division American Fisheries Society Executive Committee Retreat Davis, CA Hallmark Hotel October 13, 2012**

**Attendance:** Tina Swanson (President), Dave Ward (Past-president), Pam Sponholtz (President-elect), Hilda Sexauer (Vice-president), Craig Robbe (Sec-Treasurer, Idaho), Jason Kline (AZ/NM), Jeff Yanke (OR), Dmitri Vidergar (ID), Jim Hobbs (Cal-Neva), Felipe Amezcua (Mexico), Mary Buckman (Secretary-Treasurer)

A quorum was established. President Swanson called the meeting to order at 9:10AM.

**Minutes:** The minutes of the July, August and September meetings were approved with minor corrections. All were reminded that any mistakes discovered later should be sent to the Secretary.

**Financial report:** Treasurer Buckman presented the FY 2011-12 year-end financial status (Sept 30, 2012). She described the different components of the Grants Endowment Fund, including that owned by chapters and the separate accounting for funds for student travel and travel to the Mexico Division meeting in 2014. The GEF grew at a rate of 24.48% in the last fiscal year.

Related to the GEF, a discussion ensued regarding the lead time expected to withdraw funds, taking into account the need to decide which fund to sell if there is not enough cash available and the general bookkeeping and mailing time. There was a head-nod consensus that 1 month lead-time was appropriate.

Operation of the fund was reviewed, stating that the investment decisions are made for contributors as a whole, there is no policy for “socially conscious” investing, and that deposits and withdrawals are to be relatively rare (not more than a few times a year, no “day trading”). It was noted that this information should be included in the Procedures Manual.

Treasurer Buckman presented the calculation for the funds to be dispersed from the GEF. Using the 10 year average gain/loss percentages the amount to be distributed calculates to \$6644.63. Existing policy states the maximum we will distribute is \$5000. We will make decisions during the budget discussion.

**Proposed budget for 2012-13:** The group reviewed actual spending and the budget for FY2011-12 including the financial success of the Jackson meeting (planned as a relatively small

meeting), ExCom travel expenses (nearly ½ the budget), savings on the Web page and other expenses that were in and out of budget predictions. Dave Ward stated that the budget should be viewed as a guideline and we may deviate during the year. It was noted that Travis Neebling saved the Division a lot of money with his work on the web page and we should consider addition remuneration for him. The most popular suggestion was to consider paying his travel expenses to the Mazatlan meeting thinking that it is probably unlikely his agency will pay for that.

President Swanson initiated a review of the proposed budget. She noted that the first iteration is not balanced. Student travel (approximately 1/3 of the initially encumbered balance, \$4300) and funding from the Grants Endowment Fund (discussed later) zero out as far as income and expense as that money is currently parked in the Endowment Fund. We will have expenses for this meeting for travel and facilities. Dmitri asked about travel, including that for chapter presidents, and it was noted that Chapters pay for their travel. ExCom travel is based on Federal per diem rates. Chapters may not have been aware that they had to pay their way to this Western Division midyear meeting and it was noted that the Division might fund travel for the chapter hosting the next Division meeting as this is a primary topic of the ExCom retreat meeting. We discussed ExCom travel and the role of ExCom members on Parent Society Management Committee and Governing Board. Pam noted the Hatch Act might play a role in participation for Federal and maybe state employees. ExCom travel is a large and growing line item and we need to reconsider whether all travel activities are needed. It was noted the Student Travel Fund has to last until our next expected large profit which is the 2015 National Meeting in Portland (3 years) so we allocated approximately 1/3 of the initially encumbered balance, \$4300. Dave suggested eliminating lines that are not used. We will have a line item under income and expense for the two line items, student travel and grants funding, that are funded from encumbered sources so have a zero net effect on budget balancing. We talked about web site development for the annual meeting. It should be a line item in the meeting budget. The budget does not balance. We adjusted the expected income from the Boise meeting up to \$12325.00 to make the budget balance. Acceptance of the edited budget for FY2012-13 was moved, seconded and approved.

**Grants Endowment Fund Disbursement:** Treasurer Buckman presented a chart with the changes in fund values since inception and that the current formula estimates dispensing \$6,644.63. The approved policy caps the grants funding at \$5000. Fund growth in FY 11-12 was 24.48% bringing the average 10-year change in value to 7.28%.

We had a discussion of the Endowment Fund and alternate formulas to calculate the amount to spend. We should have goals that give away money but do not adversely impact the ability of the fund to grow. Investment Committee Chair Bill Bradshaw distributed an interactive spreadsheet that allowed us to look at the effect of using different disbursement strategies based on past fund performance. One problem with these analyses is they do not include the good performance of the stock market in FY11-12. It was proposed that we not modify the formula right now and that we work with Bill Bradshaw to better understand his work. It was also noted that we do not need to spend all we allow in any one year – it could be rolled over into the next year. It was noted that financial planners recommend spending 4% per year out of

retirement funds. We should spend as much money as comfortable; our organizational purpose is to use the money for good projects and not just accumulate money. It was moved that for FY2012-13 that we leave the formula intact but remove the \$5000 cap which means we will allocate \$6645 (rounded) to grants funding. The motion passed unanimously. We will investigate other ways to spend money using Bill's spreadsheet.

We then moved to a discussion of advertising the call for proposals after the first of the year. It needs to be on the Web and sent out on the list serve in January. We will ask applicants to include a description of a means to distribute their results to us, either through a poster or presentation at an annual meeting or a product to be posted on the web site. President Swanson will put out a call for proposals after the turn of the year. We should try to announce recipients of these awards and achievement awards at banquet rather than or in addition to the business meeting as there is a larger audience.

**Amicus Brief with Earthjustice:** Western Division was invited to sign onto an amicus brief developed by Earthjustice to be submitted as documentation for a case going to Supreme Court. The case is from Oregon regarding whether sedimentation from logging roads is point- or nonpoint-source pollution. The two aspects are regulated differently. Only point-sources are regulated by the EPA under the Clean Water Act. President Swanson described the amicus brief as a statement of fact regarding the case. The case has moved through court levels with decisions being appealed along the way and now the Supreme Court agreed to take the case. This amicus brief is one of several including one from engineers, one from economists, and this one regarding fishery impact that is also signed by Chris Frissell, Richard Nawa and the Institute of Fisheries Resources. The added value provided the WD is broader representation across multiple states. An amicus brief is not making a legal argument but a statement of fact. In answer to a question regarding impact of amicus briefs, Tina reported that Kristen Boyles, the Earthjustice attorney on the case, had reported to her that on occasion, she has seen language in a Supreme Court decisions that came directly out of an amicus brief. The due date in Washington, D.C. is Tuesday of next week. We had a discussion of the role of presidents and officers as elected officials representing our "constituencies" and when decisions are made by individual member votes versus representative government. We as representatives are asked to decide whether this document meets our standards as fishery scientists and meets the goals and objectives of our chapters. It was noted that Kristen was referred to WD by Bob Hughes from our Environmental Concerns Committee.

If approved, we would insert our paragraph describing the Western Division of AFS. We would be agreeing that the content of the brief is accurate and that we think the decision of the 9<sup>th</sup> Circuit Court is correct. We are not committed to do any behind the scenes work. This brief seems to emphasize anadromous fish although they do touch on other freshwater species. It was moved and seconded to sign on to the brief. We had a good discussion, including how this case would change authority in the Feds to regulate, the Clean Water Act definition of point sources, inconsistency within the EPA in its description of logging roads as point-sources, whether the point-source standard will make things better for fish or just create another layer of bureaucracy and whether additional regulation helps without the enforcement and compliance.

The Oregon Chapter ExCom met and decided the document in its current form does not meet the Chapter's standards. They were concerned about the verifying the scientific validity in the short amount of review time and lack of citations. There is only one AFS journal cited in this document.

It was move and seconded that Western Division sign onto the amicus brief. After discussion a vote was taken and the motion passed with 5 in support, 3 opposed, and 1 abstention. President Swanson will provide language describing the Western Division to Kristen Boyles. She will distribute a copy of the final document.

**Western Division meeting in Mexico 2014:** Mexico Chapter President Felipe Amezcua initiated a discussion stating that the Department of Tourism is asking them to host the meeting in the new business center with the city of Mazatlan offering to help to pay for rent of the place. We can have lunch there but hotels for most meals and sleeping require a bus or cab ride. Another new hotel, the RIU, is offering an all-inclusive rate similar to El Cid. The El Cid has an onsite conference center, can host the whole event, and the Mexico Chapter has met there before. The conference center at El Cid has 3 rooms for 100 people and 2 huge rooms. You could have 5, maybe 6 concurrent sessions. El Cid rate is \$145 per night including everything.

There was general agreement that the El Cid is preferable. It was noted that the Parent Society has hosted meetings outside the country (Canada) and that we would probably not make a lot of money on this meeting. There is a request for \$5K seed money as a deposit. There was no opposition to this loan as it is a fairly routine event. They will initially go for a 100-room block. The Western Division needs to be intimately involved in all contracting with the hotel and nothing should be signed until the Division reviews it. We may get help from Helms-Briscoe, the meeting planners that work with the Parent Society. It would be nice to have a trade show. We might check with Society meetings in Canada regarding vendors who travel out of country. Carl Burger might want to set up a Smith-Root booth. We will also talk with vendors in Idaho. It is time to get some rough budget estimates together.

We discussed the interest of a group involved with mangroves and fishes to have a symposium at the meeting. We assumed it would be managed like other symposia at the meeting. It was also noted we should look into an "official" airlines and see if it can save travelers money without obligating us to purchase a certain number of tickets. We questioned how we solve the English/Spanish language barriers and it was noted that the Desert Fishes group meet every third year in Mexico and they work with interpreters and bilingual programs. The planned dates are April 7-10 or 11, 2014.

As far as the program as whole, it was noted it is not too early to start thinking of a theme and to plant ideas for developing symposia. We will have no formal calls for papers/symposia until after the Boise meeting. The Division tends to work on the plenary session and fundraising. We should also be sure we know coverage under the Division insurance policy.

**Chapter meetings:** We discussed officers attending Chapter meetings.

Alaska: Oct 22-25 in Kodiak, Mary will attend

Oregon: February 18-22 2013 in Bend, Dave will attend

Washington/BC: March 2013 in Chelan, Mary or Hilda will attend

Montana: Feb 6-10, 2013 likely in Helena

Cal-Neva: Apr 4-6, 2013 at Veteran's Memorial Center in Davis, Tina will attend

Utah: No information available

Colo/Wyo: Feb 27-29 in Ft Collins, Hilda will attend

Arizona: Albuquerque Feb 7-9 2013, Pam will attend

Idaho: April 14-18 in Boise, all will attend

Mexico: Likely in May in Guaymas, Sonora but they not meet so they can devote attention and money to 2014.

We discussed the value of Division attendance at the Chapter meetings and concluded it was good for both the Division and the Chapters but we should be constantly seeking ways to make it affordable for the Division. When appropriate, we have had past officers who are local attend meetings.

**Chapter Roundtable:** Jeff Yanke reported the Oregon Chapter is hosting an Anadromous Run Forecasting workshop in Portland for information sharing. They are trying to get 75 people. He will send the agenda around. The workshop is a new planning task for the Chapter. NOAA Fisheries is having a workshop the same week and that may hurt attendance. Next weekend is their fall retreat with annual meeting planning on the agenda. Todd Bucholtz is the Pres-elect. They developed a social media policy, are redoing their website (paid someone, \$1500) and have completed external committee (7) work plans. We cut the chapter discussions short to ensure time for a thorough discussion of the Boise meeting.

**Western Division meeting in Boise, Idaho, April 15-19, 2013:** President Dmitri Vidergar reviewed the Idaho chapter meeting, presenting the anticipated calendar for the meeting. Joe DuPont is the primary meeting planner.

Monday, April 15: Set aside for workshops and ExCom meetings. Vendors can set up for the entire conference. The WD meeting should plan for half day on 4/15 in the PM (1-5) with 15 or so people. Idaho tries to hold down the number of workshops and have greater attendance for each one. Joe is contacting chapter presidents for CE topics. If there is not enough interest/attendance in the workshop format they will encourage them to present at the meeting. We discussed a Monday night welcoming social, noting the Jackson social got people talking and excited and they often happen at Division meetings. It should start at 7PM so it is not dinner.

Tuesday, April 16: Plenary from 8 – 10 with snacks at midmorning and coffee early, followed by up to 6 concurrent sessions. The morning will start with a welcome from officers (Chapter, Division, National (Gus and/or John Boreman). The plenary will have several past presidents each talking for up to 10 minutes followed by 4 regular speakers. The theme of the meeting is changes in technology and the evolution of fishery science, management and angling. Stewart

Leone of Washington, DC is an anticipated speaker. It was noted the plenary may go through noon. The Idaho Chapter typically provides a box lunch and has committee breakouts at lunch on the first day. This might be a time to for short off-site tours or something else the for the non-Idaho attendees. The Student Social is in the evening, planned by the two student chapters, and is typically pizza and beer. The purpose is to encourage professionals to meet with students. It may be on- or off-site (Basque Center). It was encouraged that the students touch base with Tracy Wendt, the student liaison.

Wednesday: 6 concurrent sessions, posters will go up and the Idaho Chapter business lunch. The banquet and raffle are planned for Wednesday evening. Is this where we recognize the recipient of Western Division awards?

Thursday: Concurrent technical sessions. We discussed whether we go all day or through noon and noted it depends on the number of papers and symposia. The Idaho Chapter ExCom typically meets for dinner on the last day of the meeting, but we also discussed a closing social. We noted it will depend on the length of the day and the availability of plane flights.

We discussed scheduling the Western Division business meeting and noted the failure of breakfast meetings in the recent past. The Division will work to figure out alternatives and the appropriate time slot. Pam stated the AZ chapter provided a keg and attendance grew. A raffle might also work.

Student paper and poster judging is organized by the students and the Chapter has started giving monetary awards. They are following the Jackson template for advertising and will work with Tina and Dave Lentz for the list-serve. Computers are supplied by IDGF, with the onus on the conveners to assemble the talks electronically within guidelines provided. They are looking at different options for registration – EventBrite worked for Cal-Neva, 123 Sign-up is often used, RegOnline is also being considered. Each offers different services but at different costs. Pat Kennedy is the fundraising chair. They need to decide on corporate sponsor tiers and the cost of a booth. The Mexico Chapter would like a booth or place to advertize the 2014 meeting and they are generally not charged. Felipe should contact Joe DuPont. Generally, the Division President takes the lead on regional fundraising and the Idaho Chapter for their statewide contacts but we want to be sure we do not duplicate. Hilda Sexauer is on task for the printed program. We are not yet to the point of electronic programs, but try to minimize the size of the book by putting abstracts on line only. The Oregon Chapter pays a graphic artist to help with cover art and arranging printed matter. We might consider a cover art contest. The Idaho Chapter usually comps registration and rooms for students. The working model for Division meetings has been to pay them an hourly rate.

The call for symposia is going out now with a call for papers in December. They will be submitted though Google Forms. Someone will check into getting notices in Fisheries and chapters should put it in newsletters. We should get a draft budget committed to paper so we can begin to figure out registration costs.

**Student Colloquium:** The Arizona Student Chapter is hosting the Student Colloquium in early November 2012. Cole Talboom and Ryan Olinger presented information to Division ExCom (on the October conference call) and officers (on a separate conference call) describing a fairly ambitious program, but stating they not have and are unlikely to get enough registrations to make the meeting work financially. Within the last week or so, they decided their best solution is to cancel the meeting. The Division sent them the budgeted \$1000 in support after the presentation at the October conference call.

The question before the group are how to help the students accomplish their goals and achieve something of value from this and future student events while keeping financial obligations within reason for parties involved in the 2013 meeting. The main outstanding obligation is a room block at the hotel that they have negotiated down to a \$2500 fee. There was concern the students did not come to the AZ Chapter with their concerns. They were unable to get participation from Mariah Mayfield, the Student Representative. We discussed ideas for student events such as combining the Colloquium with a Division or Chapter meeting either as a symposium or a separate activity, a judged session with critiques of papers to help hone speaking skills (like American Idol) and the value of a separate event versus activities co-mingled with professional activities.

The conclusion was that this type of event should be initiated and planned by students and should involve the Student Representative (Tracy Wendt for this year). President Swanson will contact Tracy to convene a committee with one WD officer (Pam volunteered) and a Chapter officer to provide guidance. Tracy should take the lead and talk with students to provide direction for in the future. The Division meeting might be a good place for students to get together to brainstorm options, perhaps at the start of the Student Social.

It was noted that the Colloquium has been a student event and Division participation has been as a sponsor. We discussed issues of continuity with the one-year terms of Student Representatives and discussed providing greater guidance in the Procedures Manual.

As far as funding, it was agreed that the Division would provide the \$1000 even if there was no meeting and that it is up to the students, perhaps approaching the AZ/NM Chapter, to figure out the rest. We need to get Tracy in the loop. Tina will contact Tracy to encourage her to reach out to Cole. Tina will inform Cole of the Division financial commitment.

**Parent Society Meeting in Anchorage 2016:** We discussed the evolution of the action and subsequent reactions to the Parent Society agreeing to a national meeting in Alaska in 2016, the year after the meeting in Portland. It was thought to be a bad idea from both a financial and scientific perspective to have west coast meetings consecutively. The Alaska Chapter met, declined the offer, and will bid for 2017. It was moved and seconded to support the meeting for 2016 in Anchorage. The motion failed unanimously.

**Mexico Travel Fund:** Dave Ward recapped how much money has been set aside or pledged for professional travel to the 2014 meeting in Mazatlan. The Governing Board matched \$25K in the 2014 Parent Society budget with the understanding that there is a committee of wide

geographic scope that decides how the \$25K is distributed. The gist of the Governing Board direction is the sections, divisions, and chapters from wide geographic scope get assistance to attend the meeting and this money is not for students. This may not have been the understanding of chapters who anticipated their specific contribution would be matched directly. Currently we cannot dictate anything for the Parent Society money, but we can have a role. There will be a committee and it is anticipated that Dave Ward, who lobbied hard for this money, will be on committee. Criteria regarding distribution need to be established and might include whether we will provide full funding for individuals or expect some level of match and whether government scientists are favored. Jeff Yanke and Pam Sponholtz volunteered as committee members. It was noted we might also ask sections for funding commitments.

**Parent Society updates:** Gus is retiring. This is his last year and the Governing Board (GB) has begun the process for a search for a new Executive Director. They will contract with an executive search firm. The pay will likely be in the \$180,000 range. They began a discussion at the GB retreat regarding communication with members. They are re-envisioning the governance structure with the theme of making the governing bodies much smaller. Officers of the WD have default membership on a number of Parent Society committees.

**Electronic communications:** The newsletter deadline is in a couple weeks.

**Additional Business:** We discussed the Parent Society certification program, noting that many biologists do not see it as helpful or relevant. It tends to be more useful for those in the private sector rather than government employees.

The next teleconference is scheduled for Nov 15, 9:30 PST, 8:30 AK time, 10:30 MST. Hearing no objections, the meeting was adjourned.

Submitted by Mary Buckman, Secretary-Treasurer



**Western Division AFS FY2012-13 Approved Budget**

October 1, 2012 - September 30, 2013

10/14/12

<b>INCOME</b>	
<i>Annual Meeting (Boise)</i>	\$12,325.00
<i>Dues Rebate</i>	\$16,000.00
<i>Interest Income</i>	\$125.00
<i>Publication Royalties</i>	\$0.00
<i>Special Projects</i>	\$0.00
<i>Logo Items</i>	\$0.00
<i>Grant Funding (From Grants Endowment Fund)</i>	\$6,645.00
<i>Student Travel (From Encumbered Funds)</i>	\$4,300.00
<b>TOTAL INCOME</b>	<b>\$39,395.00</b>

<b>EXPENSES</b>	
<b><i>WD Mid-Term ExCom Meeting</i></b>	
Facility Expenses	\$750.00
ExCom Travel Expenses	\$2,750.00
<b>Subtotal</b>	<b>\$3,500.00</b>
 <b><i>WD Annual Meeting</i></b>	
ExCom Meeting in [ <i>Little Rock 2013</i> ] (planning for breaks and lunch)	\$0.00
WDAFS Annual Business Meeting in [ <i>Little Rock 2013</i> ] (planning for breakfast buffet)	\$0.00
<b>Subtotal</b>	<b>\$0.00</b>
 <b><i>Other Excom Travel</i></b>	
Travel Expenses (To chapter and gov bd mtg, includes Student Liaison)	\$17,500.00
<b>Subtotal</b>	<b>\$17,500.00</b>
 <b><i>Award Plaques</i></b>	
Student Awards	\$0.00
Division Awards	\$400.00
Riparian Challenge Award	\$300.00
<b>Subtotal</b>	<b>\$700.00</b>
 <b><i>Grants Awarded</i></b>	
Western Native Fishes Project	\$0.00
Professional Travel (includes Mexico Chapter, and other international contacts)	\$0.00
Division Grants (from Grants Endowment Fund, not student support)	\$6,645.00

<b>Subtotal</b>	<b>\$6,645.00</b>
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***Student Support***

Registration fee	\$0.00
Maughan/Trachtenburg Scholarships	\$3,000.00
Student Colloquium	\$1,000.00
Student Travel	\$4,300.00

<b>Subtotal</b>	<b>\$8,300.00</b>
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***Committees***

Committee Expenses	\$100.00
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<b>Subtotal</b>	<b>\$100.00</b>
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***Miscellaneous Expenses***

Bank Charges	\$0.00
Tax Preparation	\$100.00
Web Site	\$0.00
Logo Items	\$0.00
Grants Funding Endowment Contribution	\$0.00
Conference Calls	\$1,800.00
Insurance	\$150.00
Other Supplies	\$100.00
Contingency (Includes Chapter Professional Certification)	\$500.00

<b>Subtotal</b>	<b>\$2,650.00</b>
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<b>TOTAL EXPENSES</b>	<b>\$39,395.00</b>
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<b>NET GAIN OR LOSS</b>	<b>\$0.00</b>
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