



American Fisheries Society

Western Division

President Hilda Sexauer, President-elect Jim Bowker, Vice-president Cleve Steward, Secretary-Treasurer Travis Neebling, Past-president Pam Sponholtz

Agenda for Executive Committee Mid-Year Meeting Date: **Saturday, December 6, 2014**
Start Time: 8:00 am, Jackson, WY

1. Introductions and review of the Agenda
 - a. Hilda Sexauer (President), Jim Bowker (President-Elect), Cleve Steward (Vice President), Pam Sponholtz (Past-President), Travis Neebling (Secretary-Treasurer), Jane Sullivan (Student Representative), Norm Ponferrada (Cal-Neva), Jim Hobbs (Cal-Neva), Dan Brauch (CO-WY), Tom Curet (ID), Mike Gauvin (OR), Calvin Black (UT), and Matt Klungle (WA-BC).
2. Determination of quorum
 - a. A quorum was established
3. Secretary-Treasurer report (Travis/Hilda)
 - a. November minutes (Vote)
 - i. Jim moved to approve the November minutes as presented, Pam seconded the motion, and the minutes were approved with no objections.
 - b. November Finances Update
 - i. Travis gave a brief update on the finances; the Division is sitting well financially. He also went over some of the historic budgets and how Hilda's proposed budget compared to those.
 - ii. Cleve asked how fundraising plays into the budget. Pam responded that it is part of the meeting income and not usually separated out from the other meeting profit. Jim B. stated that Doug Austen is looking to set meeting registration costs based on projected income; Pam commented that in Mazatlan the registration price was set first and then expenses were based on that. Mike commented there needs to be a better definition of the purpose of Society meetings; if it is to make a profit, then it needs to be stated as such by Bethesda. It would be nice to have a database of meeting attendance, total cost and profit, fundraising income, etc. available when planning for Society level meetings. Travis will see what he can track down; he agrees that it would be nice to have it all in one place.
4. Update from AFS President (Donna Parrish)
 - a. Donna was not able to connect to the conference call for an update.
5. Additional update on AFS including Governing Board Activity, Management Committee and AFS sections (Hilda and Jim)

- a. Updates were given throughout the meeting.
6. 2014 Budget Proposal (Hilda)(Discuss and Vote on items in the Budget)
- a. Much discussion ensued on the proposed budget.
 - b. Jim B. will ask Doug to talk to AFWA about supporting agency employee travel to AFS meetings. He will also enquire if there should be a Division representative at the WAFWA meeting.
 - c. Subcommittees will be formed to award approved international travel grants (Cleve and Hilda) and professional travel grants (Travis). A subcommittee will also be formed to work on student development and outreach (Jane and Jim B.). A subcommittee will be formed to award student travel grant? (Jane plus another committee member).
 - d. Travis moved to approve the FY15 budget as amended (see attached), Jim B. seconded the motion, and the FY15 budget was approved with no objections.
7. President's plan of work (Hilda)
- a. Hilda commented that her plan of work addresses every aspect of the Society's plan of work.
 - b. There was much discussion on assisting with continuing education (CE) courses at Society meetings. Mike suggested providing the survey responses from Chapter meetings. Jim B. suggested having a focus group with a free lunch to encourage discussion rather than focusing on surveys. Jim also suggested a course on how to get a job; Calvin suggested a whole session with professionals; Tom suggested sending members to the Student Subunit meetings ahead of time to get their input. Norm suggested trying to get local members to teach courses for free as many members only attend the free classes. Hilda would like to put together a list of the top 10 recommendations from the Division and send it to the Continuing Education committee.
 - c. Suggested that we tailor activities towards the Culture and Quantitative professionals in AFS.
 - d. Hilda asked if there is a need for the Division to assist Chapters with courses. Jim B. suggested developing standardized curriculums for courses. Jane suggested using students as instructors. Travis suggested offering CE courses outside of annual meetings, perhaps available online.
 - e. Hilda is working on a list of what the Chapters and members want from the Division. Cleve asked what role the Division has in the leadership CE course; he recommended more input and advertising for this course. Jim B. asked what the benefit of more members is; his thought was not increased profit but more expertise. Jane discussed the online forum the American Statistical Association has for its members; Travis will take this idea to the Electronic Services Advisory Board.
 - f. Hilda asked for input/insight on Chapter vs Society membership.
 - i. Dan responded that in the CO-WY Chapter, excluding fish culturists, ~10% of Chapter members are not Society members.
 - ii. In the Cal-Neva, Oregon, and Washington-BC chapters you cannot be a Chapter member unless you are a Society member.
 - iii. In the Idaho Chapter about half the Chapter members are not Society members. Non-Society members pay \$50 more for their Chapter meeting registration cost, but this is usually covered by their agency.

- iv. The Utah Chapter has almost no Society members, perhaps less than 20%.
 - v. Jim B. asked why there aren't more fish culturist AFS members. Is it not a good fit? Tom mentioned that Idaho always does one CE course on fish culture. Jim will start of list of key points on why AFS is a good fit for fish culture professionals and students.
 - vi. Hilda asked why Chapter members would not become Society members. Dan responded that they don't see the financial benefit. Cleve pointed out that AFS is cheap compared to other professional societies. Travis said that being active in AFS allowed him to know everyone on his interview panel and helped him get his job. Cleve said that as a consultant it helps him find potential clients. Tom said that it is important to keep the Society healthy first and then branch out to recruiting new members. Jim B. reminded everyone of the emerging leader mentoring award.
8. Discuss Advocacy and Environmental Committee (Hilda/Lori)
- a. Not directly discussed due to limited time.
9. Website and Social Media (Travis)
- a. Travis is working with Sarah Gilbert Fox to rebuild the Division website and link it directly to the Chapter and Society websites. This is an offer available to all Chapters and Sections. Calvin commented that Utah is looking into Sarah's offer.
 - b. Jim B. commented that we should put the past budgets on the website as well as additional resources (similar to what the Fish Culture Section has done) and that we need to keep it fresh.
 - c. Hilda suggested forming a special committee on social media. Hilda will write up a draft of expectations; Travis and Jim H. will review it.
10. Metrics and reporting for Gov Board midyear meeting and for student subunits (Jim, Hilda)
- a. The deadline to have reports submitted to Hilda is January 14th.
11. Small Grants (review and vote on winners) (Pam)
- a. Much discussion occurred regarding the proposals. Jim B. moved to fund two projects at \$2,500 each, Mike seconded the motion, and the motion passed without objection.
 - b. It was not until after the meeting concluded that we realized that we had \$10,000 to award, not \$5,000. Distribution of the remaining funds will be discussed on the January conference call.
 - c. Cleve commented that we should do a better job of posting the winning applications on the website. Jim H. commented that we should attempt to connect the applicants with those that can help with their projects.
 - d. There was discussion on needing to revise the criteria for small grants prior to the next cycle. It should be kept to 3 pages not 5 pages was suggested. Need to have follow-up discussion on research vs education grants.
 - e. We need to find ways to make those awarded a small grant more accountable, such as presentation, report in tributary, etc.
 - f. Suggested that there be a CE class on "how to apply for a grant"
12. Update on the 2015 WDAFS/AFS meeting (Jim, Cleve, Hilda. Mike)

- a. Jim B. gave an update. Everything is moving along smoothly. There was input from the recent American Society of Ichthyologists and Herpetologists meeting; mostly complaints about train rides and long lines at lunch. No funds have come in yet other than the loans from the Division. Two symposia have been submitted and they expect more soon. The first call for papers is out. They are expecting 4,000+ attendees.
13. Update on 2016 CALNEVA/WDAFS (Jim, Cleve, Norm)
- a. Jim H. gave an update. The dates are March 18-26, 2016. With a Monday opening social, Tuesday student social, and Wednesday grand social; presentations will be Tuesday-Thursday. The hotel has great amenities and they are offering the reduced rate of \$79-99/night for three days before and after the meeting if you want to extend your stay. The room commitment is 1,300 room-nights and if that is met then conference rooms will be free. There is the possibility of holding the 2015 mid-year Western Division Excom meeting at the hotel.
14. Update on 2017 WDAFS proposed meeting location (Chapters)
- a. Hilda is encouraging the Montana Chapter to host in 2017 and reminds them that the Division will continue to support them.
 - b. Dan pointed out that the CO-WY Chapter was able to negotiate a lower price with 123Signup.
15. Update from Student Representative (Jane)
- a. Jane reminded everyone that the student colloquium will be held February 11-13, 2015 at the Bear Lake Training Facility in Utah. She has had RSVPs from many Student Subunits and expects about 30 attendees. The first day will focus on student development and the second day will be student presentations with a focus on giving feedback.
 - b. She is looking forward to talking to Subunit members to find out more about their sources of income, number of faculty, undergraduate research projects, how officers transition, etc. She will also inform them of the opportunity to invest in the Division's endowment.
 - c. She will work with Travis to make sure that there is an online forum for finding roommates at the Portland meeting.
16. Chapter Updates
- a. Not directly discussed due to limited time.
17. Sustina Dam update – if time allows
- a. Not directly discussed due to limited time.

The next conference call will be on January 15. The meeting adjourned at 5:42 pm MST.