



American Fisheries Society

Western Division

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

Agenda for Executive Committee Conference Call on Date: **Thursday, Sept 17, 2015**

Start Time: 8:30 am AK time/ 9:30 am PT / 10:30 am MT

1. Introductions and welcome
 - a. Jim Bowker (President), Cleve Steward (President Elect), Brian Missildine (Vice President) Hilda Sexauer (Past-President), Travis Neebling (Secretary-Treasurer), Jane Sullivan (Student Representative), James Dominguez (AZ-NM), Ramona Swenson (Cal-Neva), Bobby Compton (CO-WY), Jim Chandler (ID), Augustin Hernandez (Mexico), Pat Saffel (MT), Troy Brandt (OR), and Mark LaRiviere (WA-BC).
2. Determination of quorum
 - a. A quorum was established.
3. Secretary-Treasurer report (Travis)
 - a. Approve August minutes (Travis)
 - i. Minor revisions were submitted for the July Business Meeting and Excom Meeting minutes. Cleve moved to approve the Excom minutes as revised, Hilda seconded the motion, and the minutes were approved with no objections. Cleve moved to approve the Business minutes as revised, Hilda seconded the motion, and the minutes were approved with no objections.
 - ii. Travis gave an update on the finances. We are sitting well; we might be cutting it a little close after Portland depending on how everything plays out.
 - b. Finances Update (Travis)
 - i. Travis gave an update on the finances. We are sitting pretty well. Travis has started to send out reimbursement checks for travel to Portland; hopefully the \$10,000 in seed money is returned soon as we might be cutting it a little close otherwise.
 - ii. Hilda asked about SurveyMonkey. It is \$26/month for each survey we have open. Jane suggested a free alternative; she will send more information out to the group.
 - iii. Cleve asked about travel insurance for officer travel. Hilda and Travis responded that we have not provided that in the past.

- iv. Ramona asked if Cal/Neva needed to provide insurance for the WD meeting in Reno. Travis responded that it should be covered under the insurance WD has through the Society.
- v. Jim asked for an update on projected revenue from Portland. Travis has not heard anything since the end of the meeting. Troy has not received anything more than what was presented at the Business lunch in Portland.

4. Chapter roundtable

- a. Ramona – Cal/Neva: Their Chapter approved the 2016 meeting budget. Joe is working on meeting planning, but will be in Mongolia for the next few weeks. They are working on getting announcements out. Travis will update the WD website. They just held a week long continuing education course on fish passage. Jim asked for a brief write-up on this; she commented that it was directed more at engineers than fish biologists. Norm is working on continuing education courses for Reno. Regarding the Searsville Dam, there was not Chapter support to write a letter.
- b. Mark – WA-BC: Their 2016 Chapter meeting will be in Lake Chelan. They are having an Excom retreat next month in Victoria, BC, because many of their officers are from BC. Cleve will be attending their Chapter meeting.
- c. Jim – ID: They did not have an Excom meeting last month because of the Society meeting, but are having one next week. They are focused on annual meeting planning and their fall Excom retreat. Brian will be attending their Chapter meeting. Jim would like to attend their fall retreat to talk about book projects.
- d. James – AZ-NM: Their Excom meeting was two weeks ago. They have been encouraging their members to attend the Society meeting and had good attendance. Their Environmental Concerns chair is interested in joining the Division's committee. Jim will be attending their Chapter meeting. They are having a photo contest on Facebook. Their next newsletter will come out in December. Jim asked that they forward the photo contest winner information to The Tributary newsletter editor (Steve Ranney).
 - i. Ramona asked how we cross-share information on Facebook groups and newsletters. Jim responded that Sharon Lashway has agreed to be the social media committee chair.
 - ii. James asked how meeting profits are split between the Division and hosting Chapter. Hilda responded 50/50 up to \$10,000, then 60/40 after that, in favor of the Chapter.
- e. Bobby – CO-WY: They are having an Excom meeting on December 14, which will include planning for their 2016 Chapter meeting. They are working through bylaw revisions with the Society and Management Committee. They are also trying to address the number of affiliate members they have.
- f. Troy – OR: The Chapter has provided meeting summaries to Bethesda. They are planning for their 2016 annual meeting. They are working on a bylaw revision to split the Secretary-Treasurer position into two positions. They are testing a free survey software to evaluate potential meeting attendance. They are offering a lifetime Chapter membership for those who are lifetime Society members. Their dues increased from \$2 to \$10.
- g. Pat – MT: They are having an Excom meeting on Monday and the new president will be Dave Moser. They are focused on planning for the 2017 Division meeting. Their injunction was granted for the intake dam renovations; the judge

determined that the EA failed to identify if Pallid Sturgeon were using the bypass. Cleve asked if the judge's ruling was final; Pat will forward the PDF to the group. Jim asked if Pat would do an op-ed piece for The Tributary.

- h. Augustin – Mexico: They are meeting this month to start planning for the 2016 Chapter meeting, possibly in May in La Paz.
5. Update 2015 AFS/WDAFS/ORAFS meeting in Portland (Jim/Travis/Troy/Hilda)
 - a. Troy - Troy has not received anything final on attendance, but is hoping to get the roster to do some data mining. Based on their monthly Chapter membership updates, they saw an increase in Oregon Chapter members from the mid-400s to over 600. They have gotten lots of positive feedback about the meeting, and some negatives. They are working on a write up for Bethesda. DoubleDutch really over-sold the app and this was a big issue. Revenues are currently based on 3,100 attendees, but true attendance could be as high as 3,700. Bob Hughes is working on updating documentation. Hilda commented that it was the best AFS meeting ever in her opinion.
 - b. Jane asked who to direct comments to. Troy will receive and compile them.
6. Update 2016 WDAFS/CalNeva meeting in Reno (Jim/Cleve/Joe)
 - a. Ramona – The meeting budget has been approved. They are starting to send out announcements. They will be using Eventbrite for registration. Hilda and Travis are working on a Google form for symposia and abstract submission. Ramona asked about deadlines; Travis read off the Mazatlan deadlines (<https://wdmeeting2014.wordpress.com/>). Hilda read off the Boise deadlines. Ramona agreed with the end of November for symposia submissions and the end of January for abstract submissions. Jim is working with Jesse Trushenski on the meeting website. Cleve suggested advertising in Fisheries; Jim will contact Bethesda and see what he can get. Cleve asked when the next planning meeting is scheduled for; due to Joe being in Mongolia, nothing has been set up yet.
7. Update 2017 WDAFS/MT meeting in Missoula (Cleve/Pat)
 - a. Cleve – Cleve suggested using HelmsBrisco to make sure that you get all the possible benefits when planning a meeting. They have signed one hotel contract (DoubleTree) and are working on a second. They are trying to lock in existing per diem rates. They are looking at 820 room nights and a meeting attendance of ~500. Pat is still working with the University of Montana on a contract. They have lined out committee chairs, but are looking for a list of committee responsibilities; Hilda will try to put something together.
8. Update 2018 WDAFS meeting
 - a. Jim – Alaska is willing to co-host. WA-BC and AZ-NM are both interested also. Jim will try to figure out which one will be hosting. Travis suggested a standard rotation, as used by the North Central Division. This makes it easy to know who will be hosting, makes it far for all Chapters, and will make it easier to recruit Chapter officers.
 - b. Ramona asked about the Society meeting in Reno. Jim responded that the Society is working on a meeting model with a lighter-footprint on the Society. Travis mentioned that the Reno planning committee met with the professional meeting planner for the ASIH meeting. He is getting a quote for the planner to take on

most of the work. The down-side is that there may be little to no income from a professionally-planned meeting.

9. Officer/Student rep update (Jane Sullivan)
 - a. Jane – The University of Wyoming will be hosting the 2016 student colloquium, but no date has been set yet. Tim Caldwell is working on student activities at the Reno meeting. The student social will be at the Auto Museum, catered by Silver Peak Brewing. They are working on a draft budget, but are still figuring out transportation. There will also be a student symposium and student mentor lunch in Reno. Jane is still deciding if the student presentations will be lumped together for judging or interspersed in the program.
 - b. Jane has not received many submissions for the student photo contest. Travis, Jim, and Ramona offered to help with judging.
10. Update of (soft) action items from August meeting
 - a. Jim -
 - i. Jim is soliciting Chapter representatives to serve as Environmental Concerns committee members.
 - ii. Tracy is looking for ideas to better promote the Riparian Challenge award.
11. Presidents list of responsibilities
 - a. Jim is working on his budget, committee chairs list, plan of work, and mid-year meeting. The group code for hotel reservations is “Western Division AFS” at the GranTree Hotel in Bozeman.
12. Change the monthly meeting date
 - a. Jane will send out a survey to look at moving the Excom conference call day.
13. Next Meeting – Oct 15, 2015

Action Items:

Jane – Provide a brief summary of free survey options

Travis – Update WD website with the Reno meeting information

Ramona – Provide a brief write-up on the fish passage CE course

James – Forward photo contest winner info to Steve Ranney

Pat – Forward PDF of injunction ruling to the group and write an op-ed for The Tributary

Jim – Contact Fisheries about advertising for Reno

Hilda – Write up a list of committee responsibilities for a Division meeting

Jim – Decide who will be hosting WD 2018