



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, May 19, 2016**

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), Ramona Swenson (CA-NV), Jay Hesse (ID), Ben Clemens (OR), Mark LaRiviere (WA-BC), and Alix Blake (Emerging Leader)
2. Determination of quorum
 - a. A quorum was established.
3. Secretary-Treasurer report (Travis)
 - a. Approve April minutes (Travis)
 - i. Minor revisions to the Management Committee update were received from Jim and Cleve. Cleve moved to approve the Excom minutes as revised, Hilda seconded the motion, and the minutes were approved with no objections.
 - b. Finances Update (Travis)
 - i. Travis gave a brief update on the finances. Additional income has been received from the Portland Meeting and Travis is working with Jim Hobbs to get the Reno Meeting finances wrapped up. Travis moved \$10,000 from the endowment into the checking account, just to ensure there is enough cash on hand to pay all the bills. It is likely that once the Reno income comes in, this \$10,000 plus more will be put back into the endowment. Jim asked Travis to write something up on the finances for the fall edition of The Tributary.
4. Chapter roundtable
 - a. ID – Jay – The Chapter assisted with foreign exchange students who were studying water quality; they also went on a rafting trip and sampled fish. They have formed a public education committee. They have awarded all of their committees \$2,016 to improve the committee. They will be an active participant in the steering committee for the Idaho Climate Summit.
 - b. WA-BC – Mark – The Chapter is actively recruiting officers from BC, where they have over 100 members. Alix added that their annual meeting was very successful, with over \$6,000 in profit. Next year's meeting will be in Spokane, co-convened with the Freshwater Fisheries Society of Canada.
 - c. CA – Ramona – The Chapter held an Excom meeting last night. Gary Sprauge, their conservation chair reached out to the RPECC; he is interested in knowing when and how to weigh in on resource policy issues. The Chapter is increasing student travel grants.

They are also ready to update their website and are waiting to hear back from Bethesda; Jim suggested contacting Dan Cassidy directly. They are starting to plan their meetings further out, and will be holding their 2017 meeting in Eureka and their 2018 meeting in San Luis Obispo.

- d. OR – Ben – The Chapter held a retreat in April and new Excom Officers started on May 1. They have split their Secretary-Treasurer position into two positions. Their meeting in Seaside garnered a lot of positive feedback. They had 362 attendees, 153 oral presentations, and 19 posters. They also had some 7-minute speed talks which were well received. They netted about \$58,000 in profit. Their plenary session was focused on communication and increasing diversity. Their 2017 meeting will be in Bend, February 28–March 3.
5. Update 2017 WDAFS/MT meeting in Missoula (Leslie Nyce/Pat Saffel/Cleve Steward)
 - a. Cleve gave a brief update. The planning group has come together well. There will be a site visit, June 2–3. They have scaled back the schedule to 4 days like Reno. Thursday night will be the grand social/banquet. They have renegotiated hotel contracts based on new numbers.
6. Update from 2016 WDAFS/CA/NV meeting – revenue (Travis/Ramona)
 - a. Travis stated that the most recent numbers he has are from Jim Hobbs, from yesterday, stating a total profit of \$56,671, but these numbers are not yet final. Ramona added that they raffled earned ~\$3,500 in profit and the auction/silent auction earned ~\$4,500. Jim noted that we were very conservative in our budgeting and we blew our numbers out of the water. Jim will be sending out thank you notes to all the sponsors. Ramona thanked Jim for all his hard work on fundraising.
7. Update – May 16 Management Committee meeting (Cleve)
 - a. Cleve reported that the Management Committee has been covering a lot of ground. They usually have a few motions to cover, but only one this month. It was from the International Fisheries Section (who has been active in planning for the 2016 World Fisheries Conference) requesting AFS develop a press release encouraging more effective management planning to prevent overfishing. The Management Committee did not approve the motion; however, they suggested forwarding the request to other AFS units and potentially publishing such a release in newsletters.
 - b. Other than motions, most of the meeting focused on finances. Dan Cassidy reports that their finances are “exceptionally robust”. They are not anticipating the same level of windfall from Kansas City as Portland, but they are accounting for this in the budgeting. Currently, AFS is still living off Portland. They have moved into a new building and have added new staff. Membership is down 3% from last year, but this was expected. Jim reminded everyone that AFS staff works to support the AFS units -- don’t hesitate to pick up the phone.
8. Officer/Student rep update(Jane Sullivan)
 - a. The nomination period for Student Representative position is open through the end of the month.
 - b. Jane has defended her thesis and will be around Juneau through the end of the summer.
9. Membership committee update (Brian Missildine/Troy Brandt)
 - a. Brian reported that he and Troy Brandt serve on the Society’s Membership Committee. Troy brings a lot of enthusiasm. They are focused on developing a membership brochure highlighting benefits of membership, including that continuing education courses are a perk of membership. The current process of membership dues rebates rewards a chapter or division, not the individual; this needs to be evaluated. There will be a

membership/marketing booth in Kansas City. Their goal is to have the brochure out by the end of the year.

10. Report to the Governing Board database development team (Jim Bowker)
 - a. The current Governing Board book is about 380 pages and doesn't make it easy to find information or track trends. Jim is working with Amber Lee Jones, Jesse Trushenski, and Margaret Murphy to develop a database that will streamline the process for entering, viewing, and analyzing the information that is currently contained in the Governing Board book. It will include drop-down boxes and instructions to ensure that data are entered consistently between units. Queries will be developed to summarize the data. It won't be used this year, but hopefully next year. Jim will get it out for review soon.
11. Action Items from past meetings
 - a. Roll out rotating annual meeting schedule – starting with the 2020 WDAFS meeting – Jim
 - i. Jim and Travis are working on this.
 - b. Revise PM re: Professional Certification reimbursement and other contingency fund – in review
 - i. Hilda is working to get everyone's revisions included, then sent out for final review.
 - c. WDAFS and Chapter annual meeting MOU – in review
 - i. Cleve is making final edits.
 - d. Populating WDAFS site with resources to increase diversity in fisheries – Brian/Jane
 - i. Now that Jane has defended, Travis will work with her to get this information up on the website.
 - e. Advertise smile.amazon.com for AFS or any of the units –Tracy Wendt with help from MaryBeth Loewen
 - i. Tracy is working on this.
12. WDAFS and chapter meeting metrics – Sent out.
 - a. Jim reminded everyone to get these completed.
13. New or other business
 - a. Communications Strategic Plan committee – call notes (see attachment)
 - i. Pam is the Western Division representative on this committee.
 - b. Brian reported that the ODFW will pay up to \$50/year to cover membership in AFS and TWS. California agencies pay up to \$100. Cleve commented that it would be good to use this as a precedent to encourage agencies to cover these costs; Montana is in a prime place to focus on this.
14. Next Meeting – June 16, 2016. Meeting adjourned at 11:35 MT.

Action Items:

Travis - Write something up on the finances for the fall edition of The Tributary.

Jim – Send out thank you notes to all the sponsors and vendors.

Jim – Send out a draft version of the Governing Board database for review.