



American Fisheries Society

Western Division

President Brian Missildine, President-Elect Jackie Watson, Vice-President Dan Dauwalter Secretary-Treasurer Tracy Wendt,
Past-President Cleve Steward, Student Representative Britta Baechler

Executive Committee Meeting: Sunday May 20, 2018

Start Time: 10:00 AM

Aspen Spruce Room-Hilton

AGENDA

- 10:00–10:02 Roll call

Brian Missildine, Cleve Steward, Kris Homel (OR), Tamara Knudson (WABC), Eric Fetherman (COWY), Jeff Falke (AK), Aaron Martin (AK), Laurie Earley (CalNeva), Dan Dauwalter, Britta Baechler, Amber Steed (MT)

After lunch: Jim Bowker, Jesse Trushenski, Doug Austen, Todd Pearsons, Steve McMullin

- 10:02-10:05 Determination of quorum

Yes we have a quorum

- 10:05-10:07 Approval of April ExComm meeting minutes

Cleve moved to approve minutes, Dan seconded, motion passes

- 10:07-10:30 WDAFS Secretary-Treasurer report (Tracy/Brian)
 - Finances
 - Brief budget review

Brian covered Tracy's notes on the CDs. Cleve: CDs don't make a lot of money and we should explore other options – What's the historical use of the CDs? Have we used them? What are the alternatives? Aaron: Is the use of the CDs documented in the Financial Plan? Brian: That is a good idea to have that documented in the updated plan. **Action Item: Document the use and purpose of CDs in our financial plan.**

Cleve: Tracy has filed for an extension on our taxes.

Discussion regarding profit sharing of Society meeting hosts. Currently 70-10-20. We have not seen any proposal from the Society as to what these changes might be but there is mention of splitting annual proceeds among all four Divisions, reducing Chapter proceeds and increasing Society profit with the argument that the Society is currently taking on more of the meeting workload. **Action Item: Jackie will provide the Society proposal on meeting profit sharing when it becomes available.**

Endowment Funds: \$30K, \$10K has already been reinvested. So we need make a decision about the remaining \$20K. Brian: My goal is to reinvest it in our membership. Jackie: WDAFS isn't as financially stable as some of our Chapters i.e., Oregon but AFS is a nonprofit and I think we

should be giving profits back to our membership. Brian: We need to determine how much we can take from the endowment and stay sustainable – preserve the principle. Laurie: Are we going to increase our small project grants, we have talked about that in the past. Dan: We have more committees now, Idaho gives the committees some funds so that committees aren't struggling. Oregon does the same. Kris: Oregon reinvests a portion of the gains to continue financial growth. By doing that we have a greater ability to benefit our members. And we are not dependent on our meeting profits. Brian: The budgeting is weird because it looks like we always start with a budget that's in the red and then once the meeting is held things become mostly balanced. Eric: For COWY we do a three-year rolling average to help set anticipated income and expenses. Cleve: I'd like the Financial committee to look for alternative ways to increase our income. Brian: When I did the budget for this year I did 3 scenarios. The third was a balanced budget and that was not good because it did not allow for excom travel, travel grants, scholarships, awards, etc. I reviewed the most expensive and least expensive budgets and tried to aim for somewhere in between. Kris: are there WDAFS meetings that are hosted in locations that tend to be more profitable and you can arrange the timing of those meetings to assist the budget? Aaron: Financial committee should work with the ExCom to develop our financial goals. Brian: we should have another call with them. Dan asked about the timing for the revised plan. We need to set reviewing the OR plan as a task for one of our upcoming meetings and have that be an agenda item. Kris: The OR financial committee provides the continuity between presidents. **Action Items: Work with Financial Sustainability Committee to update financial plan. EXCOM review Oregon Chapters financial plan and have a discussion at an upcoming meeting. Brian will set review of the Oregon Chapter financial plan as a June agenda item.**

More discussion about the Society meeting profit sharing. Doug will be at this ExCom meeting this afternoon maybe we can ask him for an update. Brian: After we hear from Doug this afternoon we as a Division can compose a letter of our concerns. Dan: We need to hear what the proposals are from the Society.

Approved Budget: Brian reviewed the current status of the budget – areas we've overspent and underspent. Brian kept line items that we don't necessarily use as placeholders for future scenarios e.g., student registration support.

Jackie: What would it take to start developing a budget based on what we have not what we anticipate making? Cleve: We should be better at having a mid-year course correction – revisit the budget to make adjustments. Discussion regarding money or costs associated with the meeting we are not as conservative with meeting expenses as we are with the spending for other items like grants, etc. Aaron said the AK chapter members have requested the chapter spend more money on things that are outside the AGM.

Endowment Fund: Line item 69 student travel. \$19,080.30 do we put this in the WDAFS endowment or use it for something else. Jackie likes the CalNeva model for student awards and would like WDAFS to adopt it– student travel to AGM, a second award to attend any fisheries related meeting, and a third award that supports entire subunit attendance to AGM. Jackie moved to leave it as a line item and use the funds for student travel. Laurie seconded. Discussion: Aaron: This echoes that we don't have a financial plan for this. The AK chapter is having the same discussion with student travel. We have reviewed what has happened in the past to determine how much we need to save. If you leave this as a line item you will have invest in this line item to allow it to continue to grow. Kris: OR has a restricted funds category – so student

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travel, awards, diversity scholarships are in this category that allows each president to use as they decide and not set awards that necessarily have to be continued each year. A vote on Jackie's motion was held:

Dan: yea

Laurie: yea

Jackie: yea

Aaron: yea

Amber: yea

Eric: yea

Tamara: yea

Kris: yea

Cleve: yea

How this money will be used is for a future discussion.

Action Item: Work with Financial Sustainability Committee to determine how best to manage this money (what should stay invested and what can be used for awards).

- 10:30-11:00 President's Report (Brian)
 - Look back at plan of work-

We reviewed Brian's plan of work and he asked for critical feedback. Fundraising was a challenge this year. We will have to get creative for future fundraising. Cleve: We would do well to approach potential sponsors earlier in the year. Start meeting fundraising committee earlier. Eric: starting in December has been helpful. Tamara: we start ours in November. Laurie: For Reno AFS wants us to have our committee set by July. **Action Item: Identify WDAFS members to assist with Reno fundraising.**

Cleve: We have not received a lot of support for our website considering the money we spend for that support. We need to try to get Travis some help. We need to supplement our capabilities. Brian: Let's talk to Travis and get his input and then send out a call for assistance. Cleve: Dave Lentz also needs help with the list serve. **Action Item: Talk with Dave Lentz and Travis Neebing to determine what kind of help they might want or need. Identify members to assist with website and list serv.**

Procedures Manual: Jackie and Britta have plans to update it and will start working on it after this meeting. (Two bylaw updates need to be incorporated. Student colloquium info needs to be added) **Action Item: Update PM with Bylaw amendments and colloquium.**

D&I Committee: Brian reviewed the committees recent work, code of conduct, and enforcement difficulties. Cleve: The ExCom should provide the example and commit to adhering to a code of conduct. Kris: OR chapter conducted a poll post meeting and one suggestion was to have the first morning of the meeting the code is established for the meeting. This is an inclusive environment etc. Cleve and Aaron: This should come from the Society and receive approval from the Chapters. Brian: I am hoping we provide the Society with something to work with. Aaron asked about having some kind of advertising (posters, flyers, etc) to post regarding this is our code of conduct.

ECP Committee: An active committee and will be providing a report at our Business meeting.

Both committees are trying to get web pages going.

Discussion about advocacy – current issues AFS is dealing with Snake River mgmt. and MSA.

Tamara: WABC ExCom officers continue to struggle with advocacy because of their various

employers. To advocate as a Chapter is not as easy as it would appear. Brian: This is where Doug Austen and the Society can help. If we (WDAFS or the Chapter) drafts a position Doug and Steve can provide the signatures. Dan: Idaho has a special committee to work on this type of stuff. Tamara: it would be nice to have something standard across all the Chapters. Aaron: Brought up the issues and discussion regarding Pebble Mine. Requested we discuss it with Doug this afternoon and at the business meeting. Everyone is frustrated that their comments and edits were not incorporated. **Action Item: Jackie needs to provide Gary Sprague's contact to the WDAFS environmental concerns committee (not even sure what the committee's official name is)**

Communication and meeting with other Divisions – we are the only division that has monthly calls with the Chapters

- 1:20-2:00 WDAFS 2018/2019 Annual Meeting planning update
 - 2019 Society meeting update, Reno, NV (Laurie, Jackie, Dan)

Jesse: Unique opportunity, once-in-a-career. This also provides many challenges. Doug and the staff are working through many of these challenges. Jesse has been working with TWS counterpart, Darren Miller, to put together plenary sessions. There will be plenaries every day. Joint sessions the first and last day and then the middle days will be wildlife and/or fisheries focused. Potential themes are changing audiences and pathways to the profession.

Doug: This joint meeting has been in discussion since Doug hired on with AFS and was originally going to happen in Tampa. Along with this meeting we are trying to change the way we do meetings. Moving away from the Chapter doing all the work. Field biologists should not be spending all their time signing contracts, focusing on the meeting, and not doing their jobs. AFS is trying to take on more of these roles as their job e.g., Shawn Johnston and contract negotiations, meeting website, financial mgmt. through Dan Cassidy, Katrina with fundraising. All trying to relieve burden on the host Chapter. Allow the Chapter to focus on the themes, issues that are relevant, field trips, etc. Aaron: are these opportunities that the Chapters can take advantage of for Chapter AGMs? Doug: yes, definitely. Especially with the contracting (hotel, locations, etc). We're taking on hosting other meetings as well – CAS. World Fish conference in 2024. Jim: Shawn knows the questions to ask and how to arrange for things like free wifi, parking etc. Even if you think you don't need Shawn because the options for locations are minimal Shawn can still help. Doug: all these additional services are also available to the Chapters, go to meeting etc. Beth is working on standard packet for meeting registrations that will be available to all Chapters. Jesse: Don't forget about the Unit Leader Manual/Survival Guide as a resource that has all this information available. Doug: some things with Reno planning are going well others are behind schedule. TWS works on a different timeline. By now we would have all the committees identified and filled – we haven't done that yet. We've been meeting with all the federal agency heads to identify this event as a vehicle to do things differently than they have in the past. Talking about having Zinke attending. This is being pitched as the largest gathering of fish and wildlife professionals ever. Would like to have the committee chairs in place by the time we're meeting in Atlantic City. AFS is meeting monthly with TWS.

Cleve: Where is the discussion on profit sharing? Jesse: There's a discussion of meeting by meeting (generally 70-10-20) but there's a larger discussion about when meetings are hosted in less profitable locations/divisions. AFS is wondering if there's a different model that would make sense so that all four divisions are sharing profits each year. We have an interest in all the divisions being financially secure. Dan: How is the decision process for a model or multiple

models going to happen? Jesse: Certainly this will be through the MC and also a broader discussion at the GB too. Doug: This is all about building up AFS. For example NE division does not have a lot of money making options. And if you look at our Chapters there are many of them that will never have the opportunity to host a meeting so they will never have the opportunity to benefit from hosting. We are limited in the locations we can host meetings – we're too big for most cities and too small for Tier 1 cities. Jesse: Its fair to ask how these decisions would impact the WD. Jim stated that the sharing does not equate to large losses for WD. Profit sharing would mean the WD is receiving money each year. Equal is not necessarily equitable – should it be percentage of attendees that year, if you're the host do you take a larger chunk. Cleve: One thing that worked in Seattle was setting the fundraising goals and then if you exceed those goals the excess stayed with the org that did the fundraising. Aaron: Will the financial changes take place for the Reno meeting? Doug: Likely this won't take place until after the Reno meeting. Aaron: Let's here from the Chapters. We certainly don't want to loose money when we're taking on the burden of the hosting. Laurie agreed. Jim: What is the value of having AFS taking on more of the workload? What I saw in Portland is there's too much work for AFS to take on without the Chapter. Doug: documenting the different tasks, Shawn has a spreadsheet that tracks all the meeting responsibilities. We should play to people strengths and talents. Jim: its interesting to look at the last 3-5 yrs to see what worked and what didn't. Who did the fundraising?

Jesse: For the Reno meeting: We need help developing symposia, fundraising, volunteers, identifying venues for tours, etc. Even if TWS is on a different schedule we don't have to wait to identify our committee participants.

Doug: We've been doing a lot of the effort at the state agency level too. AFWA, WAFWA. Generally the most productive employees are those who are involved in AFS and we are using this as part of our message. We are working on our end too. If there's messages that we can use from at the Society level that would be appreciated.

Governing Board Reporting Tool: Annual reports, last year was the first roll out of the database format. Eva provided Jim with the NCD, WD, and executive summary. These reports provide the data (numbers of symposia, AGMs, etc) for 15 strategies. WD is unique because each chapter reports the same data. The Division won't report on the meeting AK will. Last year 60% of the units reported. AFS is still working on the glitches. Someone will import all our old data. Eventually different people (from each Chapter) will be able to log in and fill out the appropriate data e.g., the meeting chair, treasurer, communications people. Eva is working on a user manual. Eva thinks it will be ready June 1st so end of July will be the deadline. GB call end of June will focus on the GBRT – how to, answer questions, etc. There will be a checklist so that you know what information you will be asked to provide. Jim stated that the WD had 100% response in reporting. Aaron: last year we provided our report but did not have the ability to capture that data and print our report, has that changed? Jesse: Yes, it is my understanding that there is now access to the reports.

Jim: This reporting tool should pair nicely with our 5 yr strategic plan.

Steve McMullin: 3 priorities when he took office 1. D&I initiatives – he will talk more about this during the Tuesday morning plenary 2. Strategic plan revision: current plan expires 2019. 3.

Improving Communication – improving the technical things we do to a nontechnical audience.
Theme of Atlantic City meeting.

- Update on Outstanding Chapter application (all)

Brian reviewed the officer call: We will provide the rubric at the start of the application process. The application will reflect the rubric. We will fit our award with the Society award. Looking for a committee to improve this process, and making the award equitable for large and small chapters. Brian asked for Chapter input. Laurie said Joe Merz might be interested. Cleve: At the Society level there is no rubric just an application. Dennis Riecke has agreed to allow WD to blaze the trail on this. Kris – I think it's a great idea. To be fair it would be nice to see a per capita breakdown. Amber: I did this roughly for MT and it was interesting how similar MT was to ID, OR. Aaron: The per capita is a correction factor and makes it more fair. Kris: The turn around time is difficult, especially since the Society application is so different. Brian: When the AK meeting is over I'll have Dave Lentz put out a call for participants for this committee.

Action Item: Solicit members to help revise Outstanding Unit award process.

- 11:00-11:15 Other officer updates
 - Bylaw updates (Jackie) – Bylaws were approved by MC in April. Included updates to the student rep positions and the creation of the two new committees.
 - Committees (Cleve) – Student rep elections – three candidates, candidate statements on the WD website, election period ends June 19th

Officer election – Todd Pearson incoming VP. Todd gave a brief background of himself. Life member of AFS. Wants advance our meetings and discuss potential alterations to our meeting formats. Broadening our communication styles. Wants to increase the opportunity for the public to become involved and attend our annual meetings.

RECC – current issues include Pebble Mine and Columbia River hydro system

Scholarships – Bob Greswell update on Wednesday

Riparian Challenge - winner announced on Wednesday

WD Awards – winners announced on Wednesday

- 11:15-11:25 break
- 11:25-11:35 WDAFS Student Representative report (Britta) – will report at the next call in.
- 11:35-12:00 AFS Presidents Report and Q & A (Doug) – will occur Tuesday prior to the poster session
- 12:00-1:20 Lunch
- 2018 WD annual meeting in Anchorage, Alaska (Aaron or Jeff) - its ongoing nothing to report
- 2:00-2:30 Business Meeting agenda review and coordination (Brian)

- 2:30-2:40 Break
- 2:40-3:15 Chapter updates
 - AGM updates

Kris (OR): Likely had the largest meeting, approx. 520 participants. 42K proceeds, 17K from raffle. New student subunit.

- Climate change committee-ORAFS Kris the chapter is hoping to be a repository for climate change data, want to highlight climate change work that is currently occurring in the chapter, is looking for input from other chapters. Doug: there will be a climate science joint symposia at the Reno meeting.

Tamara (WABC): 105 meeting attendees in BC, great turnout from BC members, over \$10K profit, next line of business is updates to bylaws and PM

Eric (COWY): 180 meeting attendees in Laramie. Both state agencies are struggling to get support for travel to the other state. Makes hosting a chapter meeting difficult. Looking to pick a city in each state, FT Collins, Laramie considered as part of “in-state travel”

Amber (MT) great to have the connections with Brian and Jesse at the meeting to help promote the benefit of AFS. Chapter will continue to have affiliate memberships, voted to have electronic ballots. Chapter is beginning their financial sustainability planning

Aaron (AK) 475 registrants. Business meeting on Thursday WD excom welcome. Environmental concerns committee will be meeting Tuesday at 5 soliciting on input from chapter members for what the committee should be focusing on. During the election they asked this of the chapter received 17 responses. Will also be looking for folks to take the lead on some of these issues. Working on financial mgmt. plan for student endowment. Meeting next year will be in Sitka. Continuing to work on combined meeting with WABC

Laurie(CalNeva) \$8K profit, 250 attendees – one of the smaller meeting. Attendance of 25 students supported. New subunit forming CalPoly. Electronic ballots resulted in about 30% response which is not different from the inperson voting that had occurred previously. Vacancies in the ExCom were filled after annual meeting

- 3:15 to 4:00 Pebble Mine or other issues

Brian asked Doug about AFS advocacy and our day jobs. Doug: we are limited in capacity with staff because Drue is one person. We have about 5 issues we are focused on but that does mean we aren't dealing with other issues. Fully authorized and vetted letters that are regional issues with national or global impact can be routed through the Society. We need to understand what our role is, why AFS would be signing off on the issues, etc. Its going to be have to be an issue by issue basis. Laying the foundation upfront. Steve: Keep in mind here at AFS we represent everybody in the fisheries profession. We have to be sure what we do write and signoff on that the focus is on good science not just an opinion. Doug: We are reconstructing the whole policy process within AFS and it is not yet complete.

- 4:00-4:15 New or other business

Cleve: June 8th deadline for the tributary so AK meeting news, awards etc need to be turned in.

Todd Pearson – many members were not aware of the WDAFS officer vote because they are not receiving WD emails. Updating the WD list serve is manual. Cleve will work with Dave to

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improve our list serve and perhaps have it be an “opt out” option rather than an “opt in” **Action Item: Cleve will work with Dave Lentz to change our list serv from an opt in to an opt out system.**

Doug: requested input from Chapters to hear what’s working and what’s not. Amber: affiliate member issue – one resolution that was presented from a MT past president is having an additional membership category that brings people more into the fold but does not make them full members. Doug: The membership committee is looking at different packages, etc and getting reengered. Cleve: it would be helpful to know what the effect would be if we said full membership or not, how many people would not attend meetings or stop being active.

Aaron: With the fed gov current conference nomination process, letting us know about the work you all are doing in Bethesda [with the agency leads] would be great for moral. More requests for webinar meetings, call in, etc. Tamara: I’m personally affected by BPA travel restrictions. I will always always get more out of being at the meeting in person. By providing the opportunity for webinar style we are catering to these restrictions and it’s not as valuable to me. Eric agreed with Tamara. Kris: You really can’t charge for webinar so its not fair to those who are attending and paying. How to do you this when the meeting is the only way our chapter makes money each year. It was difficult this year when the theme was climate change and attending a meeting has a carbon footprint. Doug: It is hard to place a value of being there in person vs. virtual attendance. The cooperate world is meeting more because they recognize the value of face to face meetings.

Doug: TWS pays 40-50K to record the meeting and then make it available online. But they haven’t shared how many people actually download the stuff.

Cleve: I agree with the value of in person interaction but we need to be sensitive to the fact that there are truly some people who can’t attend these meetings and should be included.

Steve: It seems not everyone realizes that to produce and distribute online content is not free.

Doug: Building these additional tools is great but serve a different purpose. You can’t replace an AGM with a webinar. I’m interested in what these field biologists, managers, affiliates members what to get out of AFS. Because they are probably not reading the journals, they may be attending meetings but what are they not getting that we could provide.

Todd: Many agencies will only pay for attendance if you present. Any many district biologists aren’t sitting on a bunch of data they can present. We need to look for formats that allow these people to come present that is outside of the typical presentation format.

Tamara: AFS should consider developing cooperative agreements with the various tribes. Doug said he’s willing to explore more of that. Tamara doesn’t feel like the tribes are aware of the what AFS is or the value of the work AFS is doing.

- 4:15-4:20 Summary of Action Items – Jackie could not provide it at this time.
- 4:30 Adjourn

Attachments:

1. Monthly financial statement
2. April minutes