

FINAL MINUTES

Approved on 9/22/04

Oregon Chapter of the American Fisheries Society
Conference Call Minutes
August 26, 2004

Attendance – Dave Ward (President), Doug Olson (President-Elect), Jen Stone (External Director), Barry McPherson (Vice-President), Mike Matylewich (Secretary-Treasurer), Loretta Brenner (Administrative Assistant), Mary Buckman (Past President)

FY05 Annual Budget – Dave Ward reviewed the budget. There were no major changes from the last draft. There was a question about the estimated interest income. The decision was to leave the amount as is. Mike Matylewich will work on options for increasing incomes from investments. A motion was made to approve the budget as is. Motion passed.

Annual Meeting 2005 Budget – The registration fee will be raised \$2 to cover expenses for coffee service. The credit card charges will be changed to \$1500 to reflect last year's experience. An increase in cost to cover lunches for student volunteers was discussed. However, those costs were thought to already be captured in the business lunch expense. Social costs were included in other line items. The proposal was to include \$780 increased revenue from registration, a \$250 additional credit card expense and \$530 increase for coffee service. The bottom line stays the same. A motion was made to approve the 2005 Annual Meeting budget as modified. Motion passed.

Minutes – Some minor changes to the June minutes were discussed. A motion was made to approve the minutes as modified. Motion passed. Approval of the July minutes was deferred to the September meeting. Any changes will be sent to Mike. Suggested changes included wording on the statistics workshop and to include actual balances for the checking and investment accounts.

Treasurer's Report – Mike Matylewich reported that the checking account balance was \$17,556.79 and that the Columbia Fund balance was \$62,607.52

Annual Meeting Update – Barry McPherson has returned from vacation and is working on the program. Potential conveners include Gretchen Oosterhaut (Klamath issues), Bob Lackey, Pete Lawson (ESA and TRT process), and Stan Gregory (futuring). Russ Lawrence expressed interest in presenting on vane installation in stream restoration and wants to bring a table top stream model. Barry will check on Governor Kitzhaber's availability for the plenary. It was suggested to collect PowerPoint presentations and post them on the website. Information on the posting will be included in the next newsletter and to conveners. Workshops for the Annual Meeting include statistics (Mary Buckman), age and growth (no organizer was identified), certification (Jen Stone).

Several vendors expressed interest in a trade show. A coordinator will be needed to organize the trade show. It was suggested to combine the trade show with poster session and ask for sponsorship from the vendors. Doug and Molly will coordinate. The issue of encouraging ODFW staff attendance at the Annual Meeting was discussed. Doug Olson is working on securing sponsorships. Forest Service (Jeff Uebel – Portland) has committed \$1000. USFWS-Vancouver committed \$750. Sponsorships might be used to cover printing costs due to uncertainty of BPA providing printing costs as in the past. To date a new raffle/auction chair has not been recruited. Laura Tesler will work on finding a new auction chair.

Awards Criteria – The latest version was discussed. There was a motion to approve the criteria as modified. Motion passed.

Continuing Education Credits – The form to apply for a workshop to offer continuing education credits is tedious. The benefit of offering credit is unclear. The credits can count toward certification. In general 10 hours of class equals 1 credit. The option of offering credit will continue to be pursued by Mary Buckman. In the past an extra cost to workshop participants desiring credits was assessed.

Certification – Jen Stone has put together criteria for certification scholarship and the criteria will be published in the Fall newsletter. The scholarship will be in form of reimbursement of expenses for the certification process. Description of the Parent Society rebuttal process needs clarification. Timing on the scholarship applications discussed. December 1 will be first date for FY05. There will be a post March deadline for FY06. A motion was made to approve up to \$400 for airfare expenses for parent society staff member to assist with the certification workshop. The certification workshop is tentatively scheduled for Wednesday morning, 9am-noon.

Teacher Workshop Update – The workshop is scheduled for October 8 at the Oregon Zoo. Jen will work on developing a pamphlet. The “Habitat in a Baggie” materials will be coordinated with an existing zoo exhibit. The Oregon Zoo will handle announcement. Dave Ward will get Jen a copy of the announcement.

Hatchery Center Director Letter – The draft letter was reviewed. Some concerns were expressed about establishing a precedent to be involved in these issues. This is a specific case and should not lead to routine requests. Future requests will be treated on a case by case basis. A motion was made to send the letter. Motion passed.

Oregon Sensitive Species List Comments – The list is being updated. Mary Hanson has suggested that ORAFS make comments. The issue was referred to the External Director for committee assignment. Jen Stone will contact the Natural Production Committee.

Administrative Handbook – Sections for each of the external committees will be sent to the respective chairs for review. Jen will distribute the appropriate sections. Edits were made on the sections up to the External Director responsibilities. Loretta is keeping track of the changes.

Newsletter Reminders - September 15 is the deadline for articles. Loretta will send reminder notes to contributors. Dave will be asked to include a short item on presentation dos and don'ts.

Letterhead – There was a consensus on the design. The printing cost is about \$150 for 1000 copies and envelopes. The additional cost is \$20 for 2000 copies and envelopes. The letterhead can be used for receipts at the Annual Meeting. There was agreement to print 2000 copies.

Next Meeting Date – The next meeting was scheduled for September 23, 10am -2pm at USFWS in Vancouver (later change to September 22 in Portland).

Respectfully submitted,
Mike Matylewich,
Secretary-Treasurer