

ORAFS ExCom Minutes for 3/12/2008

Oregon Chapter American Fisheries Society
ExCom Conference Call, 12 March 2008

Present were: Past President Mike Reed, President Doug Young, President-Elect Neil Ward, External Director Brad Houslet (briefly), Internal Director Martyne Reesman, Legislative Committee Liaison Jeremiah Osborne-Gowey, Student Subunit Liaison Jason Grant, and Secretary-Treasurer Julie Firman.

The meeting was called to order at 8:45 am

Old Business, Updates

Investment strategy - Mike Matylewich email

Intent is to maintain two years of operating expenses in reserve.

Three tier approach.

1st tier = operating funds for the annual budget cycle in primary checking account or money market account.

2nd tier = additional funds equivalent to the annual operating budget in fixed income instruments (Bonds)

3rd tier = additional funds over twice the annual operating budget in stocks or mutual funds.

This scenario has one third of the holdings in each tier. An earlier document proposes the following asset allocation model:

	Minimum	Maximum
Money Market	50%	75%
Bonds	0%	50%
Stocks	10%	50%

Julie was asked to prepare/present an overview of current allocation, potential investment strategies for ORAFS business meeting. Doug indicated he wants to develop a specific investment strategy post WDAFS meeting, including narrative on how we use excess funds for conservation activities.

BLOG site committee

History: we had put blog site on the website, but it didn't really fly. Given that blogs are emerging in a lot of other places, Mike was tasked with reviving it. Our webhost allows us two listserves, so there is an extra listserve that could be used to identify a core group about activity on the blog. Mike will identify people who want to be on that listserve by identifying people who have been emerging as leaders, with a sign-up sheet at registration table at annual meeting, and by posting information on the website and in the newsletter. Mike will give a 5-minute presentation on the blog at the business meeting at the annual meeting (and possibly one of the plenary sessions as well) and will prepare a 1-page summary document to hand out at the annual meeting and in an article for the summer newsletter. Should we limit participation in the blog to ORAFS members? The information sharing networks weren't limited to membership.

New officer recruitment

We have a commitment from Sean Clements as secretary-treasurer. Jeremiah has stepped forward as External Director. Mike is still working to identify a candidate for Vice President. VP used to supervise the administrative assistant. Ideas on how to restructure roles of officers (especially V.P. and secretary-treasurer) will be discussed at the ExCom retreat after the meeting. Mike is working with the candidates to get candidate statements to Neil for the newsletter.

Chapter of Year application
Due April 30th 2008. Mike is working on it.

5 year action plan
Our existing 5-year action plan will expire May 30th 2008. Our work plan is based on our 5-year action plan. The new 5-year action plan is usually presented at the annual retreat. Since the meeting is later than usual this year, it will be out sometime after the annual meeting. Mike is working on it.

2008 actual vs. predicted budget overview
Doug will look at our 2008 budget before our next conference call.

Legislative Committee Liaison Updates
Jeremiah met with Hiram and Bob recently. They, like us, are concerned with incorporating the younger generation of scientists and bringing them into the fold. Hiram would like to write an article for the newsletter on the history of the chapter. Hiram is also concerned that we have the ability to actively pursue legislative issues and be able to respond quickly.

Jeremiah has been contacting people on external committees, and others who might be good candidates. He has identified some people that would be enthusiastic about participating in committees.

Student Subunit
Jason presented a funding proposal for the student subunit. They propose to take 15 club members to Olympic National Park to work with several agencies and entities on fisheries related activities. We budgeted \$2000 and will contribute that amount. Julie will cut a check to Jason. Jason will submit an article on the trip when they return. There is some concern about the number of student volunteers (only 8 undergraduates). The department has agreed to provide housing for a select group of students, some of whom are on the volunteer list. They are still willing to volunteer, but not for the full 11 hours. Eleven hours is the amount required to cover their registration. That's excessive to qualify for free lodging. Minimum of 4 hours required for free lodging. We have 5 rooms and expect to put 6 people per room. We'll need them before the meeting too. Jason submitted Chapter Dues to Julie.

2008 Western concerns
Julie will manage the sales table. This entails talking with Western Division to see what they have to sell, ordering t-shirts and coordinating volunteers.

Western/ORAFS Annual Meeting

Updates and new issues

There are over 600 abstracts accepted into ten concurrent sessions. There are currently two hundred registrations and we expect about 1000. Now that the program has been released and people can see when they're speaking people are starting to make their hotel reservations.

New Business

Spring newsletter – timeframes, expectations

March 21st is the deadline for all information. Neil needs candidate statements, President's corner, Carl Bond memorial document. There will also be a page for the Carl Bond memorial in the annual meeting program.

2008 ORAFS Business Meeting - agenda topics

Doug and Mike will meet to discuss agenda topics. Last year we got to the important stuff right at the end and ran out of time. Be careful how we structure our agenda. Blog and treasurer's report will be on the agenda. The handbook says that we should publish the agenda beforehand. We could put a skeleton agenda in the spring newsletter and publish the fleshed-out agenda on the website by the end of April. Some awards may be presented during the business meeting and others at the Western Division luncheon. We'd need to ask Western for some time on the agenda. **Doug will talk to Erik about his thoughts for the Western Division meeting agenda.**

ExCom task reminder for remainder of 2008

Everyone – get into your handbook to check your responsibilities and make sure that nothing is falling through the cracks.

We decided on white lettering on green bags for registration materials. Doug has not heard from CBFWA on sponsorship. Mike said that the city might be willing to sponsor the bags. **Mike will give confirmation of support and electronic version of high-resolution logo to Doug to print on the bag by week's end.**