



DATE: October 28, 2008

TO: ORAFS EXCOM

FROM: Shaun Clements (Secretary Treasurer)

SUBJECT: Draft Minutes for the October 16, 2008, ORAFS EXCOM Retreat

PARTICIPANTS: Jeremiah Osborne-Gowey, Martyne Reesman, Rich Grost, Christy Fellas, Doug Young, Neil Ward, Shaun Clements

ITEM 1: **Review and Approve Agenda**
No New items were added to the agenda

ITEM 2: **Presidents Report**
2008-2009 Chapter Budget
Due to a lack of time the budget discussion was tabled. Neil indicated that he would distribute the draft budgets and requested that the committee attempt to approve them, via email, prior to the November meeting.

2009 Workplan

Goal 1, Obj 2: The goal is to provide an opportunity to advance fisheries outside the annual meeting. Currently, there is no topic identified-**Neil recommends that we poll the membership for workshop ideas**

Goal 1, Obj 3:

- **Add a line item to sponsor the International Smolt Workshop.** The workshop is held every 4 years and attracts an international audience. In 2009 it is being hosted by Carl Schreck et al.
- **Move 3d to Goal 4-the wording should also be changed to “provide scholarships for two students/hatchery technicians to travel to the 2008 NWFCC conference” The recipients will be chosen by EXCOM.**
- **3e: this should be changed to 2008 NWFCC**

Goal 3: It is the EXCOM's responsibility to ensure the ORAFS website is updated and reflects current activities. However, there is confusion regarding the interaction between the webmaster and EXCOM members.

- **The President Elect and the Internal Director are responsible for contacting the webmaster with updates for the annual meeting.**

- **All EXCOM members should also review the information relevant to their position and communicate updates to the webmaster, with a cc to the External Director.**

The EXCOM should consider updates to the list of committee duties to clarify this.

Neil will continue to take care of the Newsletter for the remainder of his term. However, there is a need to identify a point person for managing the newsletter. This discussion was tabled for another meeting.

Goal 4: **EXCOM recommended removing the stipulation that the Carl Bond scholarship be awarded to a student studying Oregon Native Fish.** However, preference will still be given to those students working on fish in Dr Bonds' area of interest.

The work plan was approved based on the changes brought up in the discussion. Neil indicated that he would distribute an updated version to the EXCOM.

5-year Strategic Plan (2009-2013)

Due to time limitations, a discussion of the 5-year plan was tabled. Neil indicated that he would distribute the draft Plan requesting that the committee attempt to approve it, via email, prior to the November meeting.

ITEM 3:

Secretary-Treasurer

Investment Strategy

EXCOM agreed to maintain \$10,000 in a checking account. **Shaun will look into alternative banks, including those based in Oregon or the Northwest.**

There was some discussion regarding how to invest the funds given our need to be prudent with members reserves versus the desire to grow the money to enable sponsorship of the chapter mission. It is also unclear whether ORAFS, as a non-profit organization, can earn income on their reserves and maintain a tax-exempt status. **Shaun will investigate this before the next meeting.** EXCOM would also like to know what the Western Division fund is invested in and what the fee structure is relative to making a decision about individual mutual funds. **Shaun will collect information on the Western Division Fund.** To make a final decision on the investment strategy **Doug will prepare a proposal that identifies goals for spending any capitol gains or reserve funds.**

In the meantime, EXCOM agreed to place \$160,000 in an interest bearing savings account (such as the E-trade savings account) – **Shaun will set-up this account and transfer the funds.** This represents 2 years operating expenses (\$50K) plus the reserve funds that could be invested at a later date (110,000). We currently have ~\$63,000 in Columbia management (Money Market Account) and the remainder (~\$111,000) in Wells Fargo.

ITEM 4:

President-Elect Report

2009 Annual Meeting (February 25-27, Bend, OR)

Registration: **Doug is working on the online registration and expects to have this competed by November.** Melissa (last name) has agreed to take care of registration.

Doug will check with her supervisor to ensure she is available. EXCOM agreed that Melissa would be best utilized coordinating the activities at the front desk.

Workshops: Rich has requested information from the organizers regarding the content and timing of their workshops (due by 24th Oct). This outline will be incorporated into the next newsletter. The workshops will be held in a separate area from the plenary session so we will need to ensure there are refreshments provided in both areas. ExCom agreed to offer two workshops scheduled for Tues afternoon and Wed morning.

Plenary Session: Rich has Ray Troll tentatively holding the date to give a keynote presentation on “Fish Worship” and how fish came to rule his life and work (as they do ours) and how this passion relates to the scientific community. Ray would also be available to play at the jam session, possibly with a couple of his key musicians in the Spawntaneous Ratfish Wranglers band. A second concept with multiple speakers has been pursued also. ExCom recommended that we secure Ray Troll (big name, will draw attendance and increase value of the meeting) and that the funds earmarked for the plenary session (\$2000) be used to support Mr. Troll and expenses for his band. Rich will continue negotiations with Ray and Neil to determine the most cost-effective means of securing Ray and 1-2 key band members.

Vendor displays. Neil and Martyne are organizing the vendor space. They will make every effort to ensure the vendors obtain more exposure than at the Western Division meeting. The Vendor displays will close at the morning break on the last day. All displays should be removed by lunch.

Social events: the Jam Session and Texas Hold'em will be held in the same room. Participants in the jam session will be able to practice the previous night following the poster session (10-midnight), although participants will have to BYO equipment.

Miscellaneous:

- The poster displays should be removed by the morning break on the last day.
- There will be an AV room available for practice but folks will have to obtain a key from the front desk to avoid abuse for unauthorized meetings.
- ExCom will have a separate meeting room for our use.
- Rich suggested that we offer a forum to link students with folks doing field work for “job shadowing” experience. This may occur at the student mentor social, **but other ideas are welcome.**
- **Rich has identified some names for session chairs but will send ExCom a list of the remaining sessions that require chairs. ExCom should respond to this as soon as possible.**
- The online abstract submission site will provide presenters an opportunity to select a session for their talk (invited presentations) or provide a suggested session for contributed papers.
- The website needs to be updated to provide information for the 2009 meeting. Information should match between the registration, online abstract, and ORAFS sites. Rich would like to have all the updates completed by Nov 7. **Kara will send Rich the website pages for update.** (these can be made by pdf, word, or email)

ITEM 5: Student Representative

Kristle presented the AFS Liason Strategic Plan to EXCOM. The plan has four major goals:

- Increase connection between FW Club and FW Grad Student Association, via a student liaison
- Increase service activities in fisheries and wildlife profession by increasing the number of field-trips
- Encourage diversity in Club, Nash and profession by including students from other Majors
- Provide opportunities for professional contacts, skill-development and issue exploration by attendance at AFS and TWS.

Kristle also expressed a desire to improve the involvement from students outside OSU, and to increase involvement from agencies. The goal is to offer students greater exposure to work being done within the state. To begin this process Kristle will prepare a statement for the Piscatorial Press asking AFS members for opportunities to increase student involvement.

With respect to ORAFS sponsorship of the Fish and Wildlife Club activities, EXCOM asked for a proposal (one page) that identifies how funds will be used to provide hands-on experience. The proposals should also identify how the funds will provide benefits to the students, ORAFS, and the agency (if any).

Kristle presented an oral proposal for a field trip to Coos Bay Hatcheries. EXCOM approved sponsorship at \$300.

Doug suggested that there is a need to identify an EXCOM member to liaison with the F&W club to identify opportunities, and evaluate proposals from the club (to avoid having the entire EXCOM evaluate the proposals). Neil proposed that the internal director or VP take care of this. Another alternative is the past –president as this person typically has experience and is linked to folks in a number of agencies. No resolution was reached on this issue.

ITEM 6:

Internal Director

Annual Meeting Arrangements

See minutes from President Elect report.

Awards and Scholarship Committee

Neil and Doug met with Scott and Rebecca to discuss the student scholarships. Scott subsequently prepared a memo outlining the requirements for the Carl Bond scholarship while Rebecca prepared a rough outline of the student scholarships. The OSU folks expressed a desire to move the deadline for applications into November to fit with the school calendar. However, given the previous advertisement, EXCOM recommended keeping the January 9th deadline for 2008. In coming years, it was decided the deadline will coincide with the deadline for abstracts at the annual meeting. **Neil is going to reword Rebecca's memo to reflect the criteria for the student scholarships.** These criteria will be sent to EXCOM for review before the next meeting and should be posted ASAP to give students time to prepare their applications.

ITEM 7:

Vice President Report

- Terri and Christy are finishing up the list for the raffle/auction sponsors. Christy expects the letters requesting donations will be sent in early-November.

- Neil expressed his desire for an original Tomelleri for the auction. Martyne has been in contact with Bruce Hansen to arrange this and will follow-up to complete the arrangements.
- The Texas Hold'em prizes will be taken from the general prize pool.

Neil expressed concern that ORAFS made little money on the artwork due to the investment in framing. He suggested we consider the types of prizes and include a range of low cost (i.e. no additional cost to AFS) items. It is also possible that the items could be advertised beforehand to encourage bidding.

Jeremiah suggested contacting Bruce Koike, Bruce Coblenz, and the Harris Bridge Winery for donations. Christy is also working on having a timeshare vacation available (personal donation). EXCOM made a number of suggestions for other holiday weekends and prizes. Any additional ideas should be sent to Christy directly.

EXCOM agreed that compensation for donors would be considered on a case-by-case basis. In some instances we may offer dinner at the banquet.

Christy also raised the issue of public outreach for the conference. The general public can sign up for any aspect of the conference, including the banquet. However, EXCOM agreed that we need separate outreach to the public and fisheries communities.

Student Presenter and Paper Awards Committee: Mike Hudson has agreed to chair this committee. Mike would like to present the awards at the banquet. Rich will make every effort to schedule most student talks early in the schedule. Christy and Mike will work on arranging certificates for the students.

Volunteer Committee: Shivone and Kristle will help organize this. EXCOM suggested Christy contact Tom Friesen and Ian Reid to discuss their experiences. We do not need AV volunteers this year. Christy expects the signup to be completed in January to allow time to plan the event. Students will be asked to work for 4 hours to guarantee free lodging and registration. This offer is (loosely limited to the first 32 folks that sign up).

Kristle thought that it would be useful to have a schedule for students to sign up. However, the EXCOM believes that this may cause conflicts with EXCOM needs. Because of this, the committee will make the final decision on when/where students will work, although they will attempt to accommodate any reasonable request.

We also need to ensure outreach beyond OSU.

ITEM 8:
2:00-3:30

External Director Report

Jeremiah Osborne-Gowey presented a list of potential candidates for the external committee chairs. **Jeremiah will look for a person to support the Legislative Chair role.**

Bill Wingfield award: The award needs to be resurrected. Martyne suggested we ask the NWFCC hosts to recognize the recipient in front of their peers. The award also deserves more publication amongst the hatchery community. No specific suggestions regarding this were made.

Marine Reserves: EXCOM agreed to have external reviewers examine the marine reserve proposals in due diligence. The external reviewers will be solicited by Scott

Heppell – Marine Habitat and Ecology chair, who will then compile the reviews and forward to EXCOM. Based on the reviews, ORAFS will issue a statement that they have reviewed the proposals and found that it does/does not meet the applicable laws and is/is not scientifically sound.

The EXCOM reviewed a letter from Barry McPherson in which he requested that the ORAFS respond to the proposed plan to conduct a study to evaluate the potential of constructing a dam on the Siletz River. After a significant amount of discussion, the EXCOM determined that this was not the most appropriate time to go on record regarding this issue. The EXCOM felt it would be most appropriate to wait until results of a study, if conducted, were available for review and comment. The important point is that the ORAFS is now aware of this proposed project and will be monitoring any activities associated with the study.

Doug suggested it may be useful to have a paid position that brings matters to EXCOM's attention. However, EXCOM concluded that an active chair would be sufficient to cover this role, and supported Jeremiah's efforts to date.

Website: Doug would like EXCOM to give some thought to the website links (buttons) and how they relate to our mission. Each button should be related to a core task (e.g., Students). Jeremiah will work with Kara Anlauf (webmaster) to ensure the website is updated. EXCOM members can also communicate updates to Kara re earlier discussion. Jeremiah will also update the listserv following the annual meeting.

ITEM 10:
3:30-3:55

Past-President

Doug tabled his discussion to the Spring Retreat to provide time to evaluate the success of the current EXCOM.

Doug would like recommendations, within the next two months, for potential EXCOM members for the 2009-10.

ITEM 10
3:55-4:00

Upcoming Meetings

November 4, 2008 - Annual Meeting Planning Committee Conference Call (3-5p)

November 6, 2008 – EXCOM Conference Call (3-5p)

December 2, 2008 - Annual Meeting Planning Committee Conference Call (3-5p)

December 4, 2008 - EXCOM Conference Call (3-5p)