



DATE: December 8, 2011

TO: ORAFS Executive Committee

FROM: Michele Weaver, Secretary-Treasurer

SUBJECT: MINUTES for ORAFS Executive Committee Meeting, December 08, 2011 from 1500-1600

Conference Call Information: 1-866-680-0168 Participant code: 113025

Present: Michele Weaver, Demian Ebert, Colleen Fagan, Jeff Yankee, Bill Brignon, Shivonne Nesbit, and Allison Estergard.
Missing – Jason Kent

1500 ITEM 1: Review

1. Introductions, life, and work updates
2. Approve Previous Minutes: November 10, 2011- Michele will edit with final comments received and resend for an approval by e-mail.
3. Review Today's Agenda -
4. Action Items from November 10:
 - a. Post October 21-22, 2011 minutes – Michele – done
 - b. \$500 check to RAFWE – Michele - done
 - c. Handbook Revisions – Demian one final review – done pending discussion about posting student awards.
 - d. NWFCC Scholarships – Michele to send checks - done
 - e. Remove ordering link from web site- Colleen - done
 - f. Close salmon maturity account – Michele – will do tomorrow

1510 ITEM 2: President's Report

1. WDAFS – Updates – There was a relatively quick call on Nov 18th. WD website updating is currently in progress. Registration will be open mid-December for the annual meeting in Jackson Hole, WY to be held at the end of March. Bob Hughes discussed a couple of resolutions that were approved by WD – Colleen provided an Oregon chapter update that included our continued work on our student subunit structure and bylaws, start up of the “check the box” campaign to improve Oregon Chapter AFS membership, and that we moved to GSA rules for reimbursement of ExCom travel expenses.
2. Old Business -- requests and issues.

- a. Website Updating – Colleen to work with Kara to initiate. – This has not begun, but will in Jan.
- 3. New Business – requests and issues
 - a. Approval of travel reimbursement submittal form(s) – from Michele November 11, 2011 – Michele will add departure time to the form and re-send a blank copy for approval.
 - b. Oregon Conservation Leaders’ Group Meeting – December 12, 2011 – Demian will attend.

1520 ITEM 3: ExCom updates

1. Past-President

- 1. Membership “Committee” Update – The “check the box campaign” email has been sent out. Demian received a couple of replies thanking him for the reminder. Demian will ask for another set of data from National AFS after the holidays to see who still needs to renew and send another reminder e-mail.
- 2. ExCom Recruiting for 2012-13 – Reminded the candidates that they need to provide statements for the piscatorial press by 12/23. One candidate, Todd Buchholtz, has agreed to run for President-Elect. He has sent Demian his statement. Mike Gauvin and Karen Hans are interested but have not made a commitment. Demian is still looking for Secretary/Treasurer candidates - Ali Dauble is considering running for the position. Demian has asked all committee chairs for names and suggestions.
- 3. Draft Klamath Dam Removal Letter for WDAFS – Demian is working on it.
- 4. Handbook – question about student paper and poster awards – Currently our handbook states that we will post student awards by 5:30 pm at the Annual Meeting registration desk and give a banquet ticket to the winners. We have not posted winners or provided banquet tickets at the last few meetings. There is a chance the banquet tickets could be sold out, there is an element of suspense and surprise that is lost by posting winners ahead of time, and the general thought is that the students enjoy the current process. We have not heard any complaints. Currently, the award winners are announced after dinner and do not receive a banquet ticket. Because awards are announced after dinner, a ticket is not required to attend. ExCom agreed to edit the language in the handbook to reflect our current process. Demian will finalize the edits and get the handbook posted.
- 5. PP deadline has been extended to accommodate other annual meeting deadlines. The plan is to have it out the first week of January. New deadline for submitting items to Allison Evans is Dec 23rd.
- 2. President-Elect
 - a. Annual Meeting Planning – The next annual meeting planning call immediately follows this call and Jeff will provide an update at that time.
- 3. Vice President & Student Representative

- a. Student Subunit – Oregon or OSU –Currently, OSU provides the subunit with meeting space, insurance, legal counsel, funding, office space, equipment, and so on. If the subunit were restructured to include non-OSU students as voting members, it would violate OSU rules and lose the sponsorship benefits provided by OSU. Therefore, ExCom agreed that restructuring and strengthening the OSU subunit should be the priority. Other university students can join if they want to, but they will not be able to hold office or vote.
 - b. Student Subunit Bylaws Revisions per National template – **Bill will revise.** If there is a place to put language about non OSU school student membership eligibility he will put it in for us to review/edit.
 - c. Bill has talked to some graduate students who would like to participate in an ORAFS Student Subunit that is separate from the TWS subunit. The Subunits can and should work together. Work to create a balance between undergraduate and graduate students in the ORAFS Subunit may be necessary.
4. External Director's Update
- a. Legislative Liaison Contract for 2012 – The 2012 contract is very similar to last years, with a little more detail added. The amount is \$400/month. Sue Marshall would like to create a work plan. Her notes and emerging issues updates were helpful and very useful this year. Demian moved to approve Sue Marshall's contract with a total dollar amount of \$4,400. Bill provided a second, there were no questions, all were in favor and none were opposed. **Shivonne will fix the erroneous contact information and send the contract to Colleen for a signature.** Sue is very open to suggestions and is willing to work on our timeframes.
 - b. Fish Health Committee Review of AFS policy statement on Need for an Immediate-Release Anesthetic/Sedative – Shivonne prodded Ryan Couture a couple of times, but hasn't heard back. It was posted by AFS as approved by the governing board and is currently open to vote. **Shivonne will follow up with Ryan to see if any action is necessary.**
5. Secretary-Treasurer – minutes and money
- a. Recent income and expenses – there has been no income and expenses incurred include \$1,000 in scholarships to the NWFCC and \$500 provided to RAFWE.
 - b. Overall financial / investment status - unchanged
 - c. Investment Committee Update –e-mails have been exchanged, but there has been no action.
 - d. Taxes – Preparing the taxes has been a time consuming adventure. Getting past financial information was challenging and understanding the tax forms was time consuming. It was requested that in future years, a line item be put into the budget to accommodate a professional tax preparer if necessary. This would allow the Secretary/Treasurer to choose whether to use a professional or complete the tax files themselves.
6. Internal Director – not present to report.
7. Student Representative

- a. Student Subunit News – Things are pretty quiet right now. The subunit is planning a workshop regarding etiquette and networking. Demian offered to provide some insight from the private sector.

1650 ITEM 4: Fall and Spring Workshop(s) – 2012 and Beyond

1. Estimating Natural Origin Returns – Spring 2013
2. Salmon in the City II – Fall 2012 or 2013
3. Others (Science and Policy, Renewable Energy Development, Riparian Connections)

1700 ITEM 5: Upcoming ORAFS meetings

1. ExCom calls every 2nd Thursday 1500-1700 hrs – Next meeting is January 12th 2012.

1605 Meeting Adjourned.