



DATE: June 14, 2011

TO: ORAFS Executive Committee

FROM: Michele Weaver, Secretary

SUBJECT: MINUTES for ORAFS Executive Committee Meeting, June 14, 2011
from 1500-1700

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

Present: Colleen Fagan, Bill Brignon, Demian Ebert, Michele Weaver, Rebecca Goggans, Allison Estergard, Jason Kent, Shivonne Nesbit.

1502 ITEM 1: Review

1. Introductions, life, and work updates – no updates
2. Contact Information (ExCom and Chairs) – no updates
3. Approve Previous Minutes: May 20-21 – With no additional edits the minutes are approved. **Michele will send to Kara for posting.**
4. Review Today's Agenda – will shift the student subunit up on the agenda.
5. Action Items from May 20-21:
 - a. Comments on Handbook to Rich by June 15 - done
 - b. Stream Continuum Poster – CD of poster mailed to Demian - done
 - c. Contact Snake Group regarding evaluation of Clinton Era Study – Demian – email has been drafted, awaiting an e-mail list of who to send it to (Shivonne and Jeremiah)
 - d. Follow up with Mike Hudson regarding judges' scores and notes to students – Bill – spoke with after retreat, and again this morning, and will again this afternoon until it is done.
 - e. Updated officer forms to National – Demian - done
 - f. ORAFS e-mail password reset – All/Kara – Shivonne and Jeremiah will have to work through that one.
 - g. Thank you letters for ExCom Support – Demian - done
 - h. Thank you letters for sponsors – Demian - pending
 - i. Cover art contest announcement in PP – done by Jeff
 - j. Find out about notification of membership renewal – Demian – did not have time on last western division conference call – no update to report – **combine j-m into an agenda item for next month.**
 - k. Ask about affiliate membership in other chapters – Demian - **combine j-m into an agenda item for next month.**

- l. Determine how many other WD chapters manage their own membership – Demian - combine j-m into an agenda item for next month.
- m. Does \$2 come back to chapter – Demian - combine j-m into an agenda item for next month.
- n. Get information from student registration/chapter membership – Justin – Demian got the list - done
- o. Update information for website – Demian/Kara - done
- p. Coordinate with Jeremiah re dropbox file storage – Demian will do.
- q. Tracking hits on PP possible? – Colleen will ask Kara if it is possible
- r. How increase scholarship applicants? – will be Jason’s task to do
- s. How increase OR Chapter Membership – will roll that into past presidents agenda next month
- t. Update distribution list/List Serve – we gave Kara authority to purge invalid e-mail addressed as necessary.
- u. Klamath Position Paper value – Colleen – posed the question, no response yet, work in progress
- v. April minutes to website (Michele) - done
- w. List of vendors from Rich to Demian - done

1510 ITEM 2: President’s Report

1. Work Plan and Budget – Colleen will have those out by the end of the week.

Will ask for comments and edits then will get out to everybody for approval.

2. National/WD AFS – Updates – registration is open now through July 29.
3. Old Business -- requests and issues – none to report.
4. New Business – requests and issues
 - Expense Claims/Reimbursements – The received claims are varied as to what everybody is requesting reimbursement for. It is requested that we need consistency and/or guidelines to help determine what should be reimbursable. Demian will incorporate reimbursement guidelines into the handbook revisions. These guidelines will include review and approval of president before reimbursement check distributed by secretary.
 - Snake River Resolution – is out for vote. WDAFS has an incomplete list serve, Demian forwarded the information to our membership; Colleen has had some calls with some concerns. So far, votes are in favor. Voting is open through the 21st.

1520 ITEM 3: ExCom updates

1. Past-President

- Membership “Committee” Update – Demian started drafting a letter, it is still in progress.
- Outstanding Chapter Award – we were selected by WDAFS to receive award. Good job everybody. Hopefully we will be successful at the national level. All ExCom who participated will stand up and accept the award together at the WDAFS business meeting.

- Conservation Leaders meeting – Demian attended the meeting which focused on beaver management. Demian talked with Charlie Corrarino who agreed to put together a beaver session at the ORAFS annual meeting.
2. President-Elect - not present to report
 - Annual Meeting Planning
 3. Vice president –
 - Working with Allison on the Student Subunit Update for the Piscatorial Press.
 4. External Director's Update
 - Marine Reserves White-paper update – Transition between outgoing and incoming external directors not yet complete. They both have notes and need to meet to organize their efforts. **Shivonne will organize a meeting with Jeremiah to share notes and transition.**
 5. Secretary-Treasurer – minutes and money
 - Recent income and expenses – in this month received residual income from the annual meeting and disbursed reimbursements for the spring retreat.
 - Overall financial / investment status – the Umpqua checking account has about \$187,000.00 and our endowment fund at Western Division AFS has about \$10,000.00.
 - Investment Committee – an initial e-mail request was sent inquiring about participation in the investments committee. Michele heard back from Dave Ward, Jason Kent, and Bob Hughes but did not hear back from anybody else (Mary, Bruce, Henry, Kirk). Her next step is to put together an investment strategy and then move forward with putting it in place.
 - Wells Fargo account – We continue to receive bank statements for this account (which Shawn closed) that show a 1-cent balance. Michele went to the local Clackamas branch, brought in documentation naming her Sec-Treas, withdrew the 1-cent, and finalized the closing of the account.
 3. Internal Director
 - Quotes for Feb/March 2013 for Riverhouse –Jason will talk to the Riverhouse soon.
 - Project with Mindy to work with Kara and Jason to develop website application for awards
 - Mindy and Scott are getting a list of scholarship and award winners together for the past two years. Will probably need to search old e-mails and other documents. **Jason will look at past PP's first, compile that list and send it to Don.**
 - The ~\$1,700 profit from the salmon maturity workshop has been requested to be used as scholarship funds. We need clarification from Doug Olson (FWS) regarding if the money can go to our general scholarship fund or if it should be used to create a onetime salmon maturity scholarship. **Demian will e-mail Doug for clarification.**
 7. Student Representative - Allison will coordinate with Justin to get updated on bylaw revisions etc.

- Student Subunit structure review/status
- Request – if join national and student subunit then automatically become ORAFS member. Rebecca has been trying to figure out ways to get students more involved in AFS. The students don't really get anything (PP intermittent – changing e-mails) from the fees that are currently charged to become joint AFS/TWS student subunit members. Currently dues are \$25, which includes membership in the student subunit and ORAFS. It costs students \$20 to join national AFS and \$35 to join TWS. They have abandoned the whole “club” concept and now have the student subunit of TWS & AFS. There was some confusion about having a separate TWS/AFS subunit with two sets of officers. The vision is to have an AFS subunit that is not specific to OSU but also includes other schools as well as graduate students. Demian pointed out that in the long term picture we will likely run into problems with including other schools in officer elections and how the meetings are run. The proposal is to require fish people to pay national member dues. Rebecca is concerned with how undergrads will be involved and be engaged. Demian ensured that ExCom will make sure the subunit ExCom is aware of all that should/needs to be done and that they are tasked to actively recruit undergraduate members. To be an Oregon chapter member you would have to pay \$2 and check the box. In summary \$22 will get fishery student subunit members Oregon chapter and National AFS memberships.

1650 ITEM 4: Fall Workshop(s)

1. Science and Policy, Fall 2011 – Jeremiah is organizing this one. He will get together with Sue Marshall and Stephen Kafoury in June, once the legislative session is over, to start planning.
2. Others? (renewable energy development impacts, riparian connections, etc) – We talked about getting some of these as sessions at the annual meeting to see if there is interest in pursuing these as a workshop. Jeff has these as tentative sessions for the next annual meeting to get the ball rolling.

ITEM 4.5: Anything Else?

1. PP deadline is 6/15 – get your content in ASAP.

1700 ITEM 5: Upcoming ORAFS meetings

1. ExCom calls every 2nd Thursday 1500-1700 hrs – Next call is July 14th

1605 Meeting adjourned