



# California-Nevada Chapter of the American Fisheries Society

## Executive Committee Meeting

California Department of Water Resources  
3500 Industrial Blvd., Room 106, West Sacramento, CA  
February 15, 2018 (6:00 pm – 7:30 pm)  
Call In: 916-574-2557

### Meeting Minutes

#### 1. Call to Order and Verification of Quorum (6:05 pm):

- 3 elected officers and 3 standing committee chairs:
  - Officers: Laurie Earley, Jim Hobbs, Steve Brumbaugh, Stephanie Theis, Joe Merz
  - Committee Chairs: Lisa Thompson, Sean Luis, Ramona Swenson, Pat Coulston, Heather Benko, Gary Sprague, Esther Tracy, Kelly Souza, Wayne Lifton
  - Student Subunits: Sean Luis (UCD), Kat Dale (SC-MB), Zachary Bess (UNR)
  - Potential Student Subunits: Chloe Van Grootheest (CSU Long Beach)

#### 2. Focused Discussion and New Business - Laurie Earley

- Strategic Plan and Work Plan review
  - Laurie will present a draft to the ExComm before the March 1, 2018 business meeting
  - In process of switching to a 5-year strategic plan - will be a draft for the business meeting

#### 3. 2019 National Meeting Planning - Laurie Earley

- Dan Cassidy with National will attend meeting, will provide update on the National Meeting, and where things are at the business meeting
  - Meeting on Friday evening with Dan for additional discussion/planning
  - Develop timeline

#### 4. Secretary Report – Stephanie Theis

- January meeting minutes
  - Motion to approve: Stephanie
  - Second: Steve
  - Motion Approved

#### 5. Treasurer Report – Jim Hobbs

- Account Update as of the end of January 2018:
  - Checking: \$97,195.04
  - Savings: \$38,760.20
  - Merrill Lynch: \$105,137.68
- Deposited registrations and donation checks totaling \$12,400.00. More donations still expected

#### 6. President Report – Laurie Earley

- Updated 2018 budget will be ready for presentation at business meeting

#### **7. Past President Report - Joe Merz**

- Western Division's Best Large Chapter Award nomination - Joe is developing a draft application for ExComm review
  - Will send out, but needs input from others, including our student membership
  - Deadline is March 15
  - This year's award is separated into 2 awards: best large chapter and best small chapter
- Establishing an internship program connection process - help students find internships
  - Offer a clearinghouse for those that want an internship and those that need interns

#### **8. President-Elect Report – Steve Brumbaugh**

- 2018 Meeting Update
  - Business meeting materials need to be submitted to Stephanie by February 19
  - 69 registrants for business lunch. Max is 70 if AV is used, 80 if no projection
    - Remove the business lunch from Eventbrite, and include notification on website
    - Copies of handouts will be reduced
  - Meeting last Tuesday for Planning Committee, things moving smoothly
  - All plenary speakers now in place
  - Few talks have dropped off so far
  - 3 concurrent sessions on Friday
  - Registration count around 200 attendees, slightly down from last year
  - 25 presenters have not registered yet - received notification that they still need to register
  - Pre-registration closes tomorrow - Feb 16
  - 43 posters
  - 6 dedicated Chapter laptops for the conference, Jim is loading the software
  - 4 projectors available
  - May need to get foam board for signage

#### **9. Time & Place – Kelly Souza, no update**

#### **10. Awards - Pat Coulston**

- 2 award candidate descriptions sent out to group earlier. Vote was taken and approved for award candidates and approved

#### **11. Student Subunits Updates**

- Sacramento-Davis - Sean
  - All student abstracts approved
  - Setting up volunteer assignments
- Humboldt State University - Aubrey, not present
- Santa Cruz- Monterey Bay Area - Kat
  - All set for conference
  - Setting up list of volunteers
  - Invited to give a talk at the National conference (lessons learned, etc)
  - 'Of the Sea' film screening last week
  - Jim will send the chapter funding for subunit

- Reno - Zach
  - First meeting scheduled for March 2. Advertising to get more student interest
  - Working on finalizing bylaws. Ramona will talk to the Constitutional consultant. Bylaws need to be compatible with UNR requirements for clubs
- Long Beach (potential new subunit) - Chloe Van Grootheest
  - Will be submitting questions for further information on setting up a subunit

#### **12. Continuing Education – Brian Mahardja, not present**

- Ramona reported that the Tidewater goby workshop will be postponed until fall so that the group can obtain the proper take permits

#### **13. Conservation – Gary Sprague**

- National requested input on the Recovering America's Wildlife Act, and that we contact CA legislators, however, by the time this request was sent, the legislation was already up for vote
  - Gary will gather more information and will share with the ExComm

#### **14. Communications – Lisa Thompson**

- Reminders sent out regarding the voting and deadline for pre-registration
  - Verification code sent out to current Chapter members
- Next newsletter set for release in early April
- Chapter discussed mixer with Wildlife Society - Lisa will talk with them to see if the second week of April is suitable

#### **15. Bylaws and Nominations – Ramona Swenson**

- UNR Bylaws will be sent to ExComm - need to approve changes before sending to constitutional consultant
- Electronic voting
  - 58 people have voted so far
  - Reminder for voting to be announced at plenary, no paper votes, but will see about having computers available for voting

#### **16. Membership – Heather Benko**

- Email sent out with summary of membership demographics by region, gender, and affiliation for the Chapter
- Handouts will be provided at the business meeting

#### **17. Student/Young Professionals Travel – Shawn Acuna, not present**

#### **18. Merchandise – Christina Parker**

- 325 dry bags arrived and look great
- T-shirts were ordered for spawning run and with the conference logo today. Ordered 81 conference shirts total including sizes for vendors and 23 spawning run shirts including pre-reg sizes. Down in order from last year based on sizes left over. Announcement will be made at opening that merchandise is for sale and get t-shirts early for size variety.
- Total estimated invoice cost: 1,375.60.

**19. Policy and Resolutions - Vacant**

**20. Finance - Wayne Lifton**

- Still working on a sustainability plan. Will discuss in April meeting

**21. Exhibits - Maddy Hardin, not present**

**22. Chapter Historian – Sean Luis, no update**

**23. International Committee - Esther Tracy**

- New to the committee and looking for ideas, recommendations or suggestions

**24. Old Business**

**25. New Business**

**26. Next Meetings:**

- March 1, 2018 - Business Meeting
- March 15 ExComm meeting cancelled

**27. Meeting Adjourn**

- Motion to adjourn: Laurie
- Second: Steve
- Meeting adjourned at 7: 44 pm