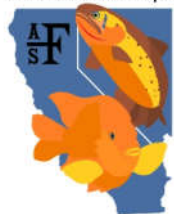


California-Nevada Chapter



California-Nevada Chapter of the American Fisheries Society Executive Committee Meeting

California Department of Water Resources
3500 Industrial Blvd., Room 106, West Sacramento, CA
June 21, 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
 - Committee Chairs: Sean Luis, Heather Benko, Brittany Davis, Sheena Holley, Maddy Harden, Kelly Souza, Esther Tracy, Lisa Thompson, Ramona Swenson, Shawn Acuna, Shawn Chase
 - Student Subunits: Sean Luis (UCD), Zachary Bess (UNR), Kat Dale (UCSC)
 - Incoming Officers: Rob Titus, Kathleen Berridge

2. Focused Discussion and New Business - Laurie Earley

- Travel Awards - Shawn Acuna - see #16
- Potential new ad-hoc committee - Outreach Committee
 - Lots of new energy being infused in the Ex Com, seems like we're missing opportunities by not having representatives ~~at~~ present at outside activities/events, etc.
 - Seems like a new committee is justified
 - 4 Ex Com members - Heather, Sheena, Lorna, and Esther, are interested in working in this committee
- Donation Request - Laurie
 - DWR symposium sponsorship
 - Motion to provide support for \$500
 - Second: Jim
 - Motion approved
- Spring Symposium - Kelly
 - Need to decide if there will be a native fish spring-symposium or do we just focus on the national/annual meeting
 - WD and OR only have the Ex com approve their budget and then share their budget with their membership, as opposed to how we do it
 - Business meeting can be held in the fall if we can change how we deal with voting on the budget
 - Having a spring symposium might be too much work given the level of effort required for the national meeting
 - Decision was made to not hold a spring symposium

3. 2019 National Meeting Planning - Laurie Earley

- Time selected for standing monthly call for the National Meeting Planning Committee starting in July, on the 3rd Wednesday of every month from 8 to 9
- Need to fill Committee Chair position
- Need more help with fundraising
- Looking for additional support for planning committee
- Working on logo
- Up to Chapter to set up our own 2019 Planning Committee

Commented [TS1]: Laurie, please confirm I captured these points correctly

4. Secretary Report – Stephanie Theis

- Approval of May Minutes
 - Motion to Approve: Stephanie
 - Second: Steve
 - Motion Approved

5. Treasurer Report – Jim Hobbs

- Account Update as of the end of May 2018:
 - Checking: \$93,607.50
 - Savings: \$38,762.75
 - Merrill Lynch: \$101,443.61Total: \$233,813.86
- Report from Eventbrite - 2 people still to pay (Burmester with CDFW - \$350, and Katagi with Stillwater Sci - \$250).
- SFPUC still outstanding - \$2,500
- Total missing for 2018 annual meeting income = \$3,100
- Annual Meeting
 - Income so far = \$64,031.85
 - Expenses = \$56,997.70
 - Moved some expenses from annual meeting budget to regular chapter budget
 - Profit so far \$7,034.15
- Income and expense report, chapter budget, and ledger have not yet been merged into a master document. Also need to add the annual chapter meeting budget
- Had an issue with the travel reimbursement to the HSU subunit. Check sent was deposited into the University account, but then HSU would not give the money to the students. Jim sent invoice to HSU to have HSU reimburse Cal-Neva so we can re-issue a check to the subunit. HSU wants to reimburse us with a credit card, which will charge a service fee (might be 2.5%). Invoice was \$1,018.82, so loss would be \$25.47
- 2017 income and expenses still to be reconciled for tax accountant. Might occur in July

6. President Report – Laurie Earley

- Financial committee was to meet last week, but meeting was rescheduled. Goal is to determine if and/or how much money should be provided for small grant funds and increasing budget on travel awards
 - Strategic Plan - stick with what Ramona already set up
 - Focus on Work Plan and Report Card
- 7. Past President Report - Joe Merz, not present**
- 8. President-Elect Report – Steve Brumbaugh**
- Attended Western Division Meeting
 - Working on manual for guidance on future meeting planning to assist upcoming President-Elect. Share institutional knowledge
 - Work on revised conference budget spreadsheet to clean it up - reflect true costs
- 9. Time & Place – Kelly Souza, no update**
- 10. Student Subunits Updates**
- Sacramento-Davis - Sean
 - Election results (Arthur Barros, new president)
 - River cleanup on June 3
 - Mug and Sticker fundraiser will continue through the summer
 - Multi-student subunit river float (approximately 15 students signed up)
 - WD student subunit president calls set up
 - Humboldt State University - Aubrey/Raney Razo, not present
 - Santa Cruz- Monterey Bay Area - Kat, not present
 - Reno - Zach, no update
- 11. Continuing Education – Brian Mahardja, not present**
- Agenda and content being developed
 - Expecting roughly 25 attendees
- 12. Conservation – Gary Sprague, not present**
- 13. Communications – Lisa Thompson, Brittany Davis**
- Tidewater Goby workshop is posted on website along with flyer and link to the registration
 - Next eNewsletter targeted for mid-September at the earliest
 - Travel award recipient is to provide an article for the newsletter
 - Outgoing/incoming president message
 - Travel applications have been posted on the website
- 14. Bylaws and Nominations – Ramona Swenson**
- Procedures manual updates in process
 - Assistance requested and Ramona will provide assignments
 - Steve, Stephanie, and Kelly have offered to update sections
- 15. Membership – Heather Benko**

- **Action Item:** Ex Com Members to let Heather know about upcoming workshops or events where she can put flyers or information to advertise the chapter

16. Student/Young Professionals Travel – Shawn Acuna

- One applicant for a travel award for the semi-annual travel award
- Number of applicants are decreasing
- Designed for early professionals or students
- Two awards offered, but there is some confusion about the differences in the two
 - 1 must be for Cal-Neva AFS meeting (\$500)
 - 1 semi-annual can be used for non-AFS meeting (\$750), must provide article
- Suggestions made to:
 - Make award open for all professionals, but rank them (e.g., Students and early professionals rank highest). If done, then all applicants must be members
 - Remove membership requirements for applicants (kept to students and early professionals only)
- Will first increase advertisement ('sticky note' on website, etc), and see if there is an increase in response before considering changes to types of award recipients

17. Merchandise – Christina Parker, not present

18. Policy and Resolutions - Sheena Holley, Lorna McFarlane

- Spending Bill that includes a rider proposing that CA WaterFix be exempt from State and Federal judicial review.
- Letter will be drafted to support some that are opposing the rider, and urging others, including the congressional members to oppose
 - **Action Item:** Examples of past correspondence will be sent to Sheena and Lorna as templates
- Once Sheena and Lorna have drafted the letters, the Ex Com will review and immediately provide comments. This is a **FAST TRACK** action, so Ex Com must respond as soon as they receive the letters. Voting via email will take place once the letters are finalized to approve submittal.

19. Finance - Wayne Lifton, not present

20. Exhibits - Maddy Hardin

- SFPUC application to partner with them so they can send us the funds (sponsorship offer for the annual meeting)

21. Chapter Historian – Sean Luis

- Stepping down from this position later this year. Will provide a written summary of tasks involved with this position

22. International Committee - Esther Tracy, no update

23. Awards - Pat Coulston, not present

24. Native Fish - Shawn Chase, Zach Bess

- Will develop a flyer to post for a workshop once location established

- \$250 seed money helpful for workshop for coffee/bagels/materials
- Speakers mostly lined up, a few maybes
- Will send the list of names to the Ex Com and ask for input other speakers
- **Action Item**: Provide feedback on the CA and NV Native Fishes Committee responsibilities to Shawn

25. Old Business

- Miller and Lea - Ramona will find out if they are ready to print

26. New Business

27. Next Meetings:

- July 19, 2018

28. Meeting Adjourn

- Motion to adjourn: Steve
- Second: Laurie
- Meeting adjourned at 7:45 pm