



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

Location: Conference Call Meeting
Date: August 20, 2020
Time: 6:00 PM – 7:30 PM
Call-in: Please see e-mail notification from Kathleen Berridge for WebEx and associated call-in information.

Meeting Minutes

1. Call to Order and Introductions (Rob Titus)
2. Verification of Quorum (Kathleen Berridge) 6:07
 - 3 elected officers: Kathleen Berridge, Rob Titus, Dave Lentz, Steve Brumbaugh
 - 3 standing committee chairs: Ramona Swenson, Gary Sprague, Jim Hobbs, Wayne Lifton, Lisa Thompson, Shawn Acuna, Zach Bess
3. Agenda Review (Rob Titus and ExComm)
 - Addition of new business, as applicable
4. Focused Discussion/New and On-Going Business
 - 2021 Meeting Planning (Dave, Rob, and Matt)
 - Updates and follow-up discussion on meeting planning
 - Membership poll (Matt)
 - Matt and others are leaning towards all virtual meeting given the uncertainty of COVID-19 and the decision of other meetings (like Bay Delta Science) to go fully virtual in early 2021. Decision for Cal-Neva to move forward with fully virtual annual meeting.
 - Lauren Maza with the Society said the Society can support a virtual annual meeting, unclear if there would be an associated cost to the Chapter.
 - Dave Lentz brought up the potential loss of revenue for a virtual verse in person meeting.
 - Lisa brought up other virtual conferences have been cheaper but still have a significant registration cost.
 - **Action Item**: Rob will follow up with Sean Johnston and Lauren Maza about how much it will cost for Society to support Cal-Neva annual meeting and if recording is included, addition cost for recording.
 - Redistribution of Budget Line Items for ExComm Travel in 2020
 - Decision was made at July ExComm meeting to save \$4,000 for officers that did not get to travel in 2020 due to COVID-19.

- For remaining \$6,000 suggestion to reach out to membership for input. To do this, we should have formal proposal format for how to spend money and develop criteria, similar to that for grants program. **Action Item:** Dave, Matt, Steve, Rob, Jose, and Shawn to discuss offline and bring idea to next ExComm meeting.
 - Other ideas from the ExComm include supporting education programs or hosting a free virtual annual meeting.
 - Chapter Housekeeping
 - Procedures Manual (Steve and Ramona)
 - Steve is expecting comments from reviewers by next Wednesday, and will send to ExComm at the end of next week for review.
 - Annual Meeting Planning Guide (Steve)
 - On pause while Steve has been focusing on Procedures Manual. Once Procedures Manual is posted, Steve will shift focus to Annual Meeting Planning Guide.
 - Chapter Strategic Plan – (Rob received guidance from Ramona)
5. Officer Updates
- Secretary (Kathleen Berridge) – meeting minutes & membership report
 - Kathleen is creating a document for Secretary duties and will coordinate with incoming Secretary, Nicole.
 - As of August 10, Cal-Neva has 422 members. Slightly up from last month
 - Treasurer (Jose Setka) – not present, update provided via e-mail
 - Balances
 - Checking \$147,704.35 (as of 9/5/2020)
 - Savings \$38,779.60 (as of 9/5/2020)
 - Merrill \$118,276.60 (as of 9/5/2020)
 - Total \$304,760.55
 - IEP Update
 - The total registration funds received is \$39,383.77
 - To date Jose has processed \$30,445 in refunds and CVENT payment. Approximately \$17,200 have cleared the account to date. There is another set of refund requests just received for \$2,405.40. It appears there are about 24 individuals that are still pending info. If they are all due refunds it would be another \$4,440.
 - Taxes
 - Jose met briefly with the accountant to answer final questions. She said the forms would be available for signature soon.

- President (Rob Titus)
 - WDAFS Update
 - Mid-year meeting will be virtual during October 16th & 17th
 - Results of call to DFW staff to renew 2020 membership
 - Commendation from Dan Cassidy for membership call in Cal-Neva Newsblast
 - 2020 Business Meeting Update
 - Action Item: committee chairs and student subunits to provide Rob 1 slide about what their committee and subunits have been up to since Reno meeting. Provide slides by September 1st.
 - Report to Governing Board
 - Due at the end of the month, Rob has started preparing this.
- Past President (Steve Brumbaugh) – see Procedures Manual and Annual Meeting Planning Guide above
- President-Elect (Dave Lentz)
 - ExComm retreat to be virtual and stick with budget for \$1,000.
 - Dave needs to start his President's Work Plan.
 - Dave to provide Rob with report for 2020 Chapter Meeting.
- 6. Committee Updates
 - Time and Place (Kelly Souza)
 - Kelly booked Lake Natoma Inn for last week in February. Can be cancelled with no cost to Chapter.
 - Continuing Education (Stephanie Durkacz) – not present/no report
 - Conservation (Gary Sprague)
 - Opportunity to comment on ESA new definition of “habitat”.
 - USFWS and NMFS are proposing to create new definition of habitat to Endangered Species Act. This is in addition to the already defined “Critical habitat”. New definition proposes short and potential restrictive definitions of “habitat”, could exclude areas that historically provided habitat but are now degraded such that a species is no longer using that area.
 - Concerned about the potential motivations of adding new definition, especially given the current administration.
 - Rob thinks this is something Cal-Neva should chime in on, comments are due by September 4th.
 - **Action Item:** Gary will check with Society (Drew Winters) to see if Society is commenting. If Society is commenting, Cal-Neva can join Society. If not, Gary will draft a letter on behalf of Cal-Neva for the ExComm to review to Friday, 8/28.
 - Gary will be attending the upcoming Spring Run workshop. If you have input, provide to Gary.
 - Communications (Lisa Thompson)
 - Send any job listings to Lisa.

- Looking for a communications co-chair.
 - Lisa develop a Communications Committee ReadMe file for all our communications software (Google Drive, Cal-Neva Website, Constant Contact E-Newsletters, Survey Monkey Surveys, Email, Website Domain Name, Website Host Server). The file is stored in the Chapter's Google Drive.
 - Bylaws and Nominations (Ramona Swenson) – not present/no update
 - Grants (Shawn Acuña)
 - Status on travel grant applications -> extend grant application deadline?
 - Tried to modify travel to say it can be used for all registrations (including online) and trainings. Did not receive any applicants.
 - Decision to repost notices and more clearly state/highlight travel grants can be used for online registrations and trainings.
 - Make an exception for 2020 travel grants to accept up to 6 awards not exceeding current budget line item for \$1,500. Awards to be spent by end of 2020 calendar year.
 - Applications due by September 8th, review September 9th & 10th, and announce awards September 11th.
 - **Action Item**: Provide upcoming fisheries conferences and/or trainings that could be used for travel awards to Shawn ASAP.
 - Merchandise (Chris Parker), not present
 - Policy and Resolutions (Sheena Holley), not present
 - Finance (Wayne Lifton)
 - Looking at alternative investments but not making any decisions during COVID-19.
 - Chapter Historian (Jim Hobbs), no update
 - Awards (Zach Bess), no update
 - Outreach and Diversity (Esther Tracy) – not present/Rob with update
 - Status of Cal-Neva statement on diversity and inclusion
 - Draft of diversity and inclusion and zero tolerance on discrimination statement. Wants to include links to supporting information. Statement coming to ExComm for review soon. Want to include specific actions to demonstrate how the Chapter will and has been approaching these issues.
 - Native Fishes (Damon Goodman), not present
7. Student Subunit Updates
- Santa Cruz Monterey Bay Area (Laura Goetz), not present
 - UC Davis/Sacramento (John Liu), not present
 - Humboldt (Michelle Loftus), not present
- Next Meeting: Thursday, September 17, 2020**
- Kathleen to send out WebEx invite

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