



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

Location: Conference Call Meeting

Date: May 21, 2020

Time: 6:00 PM – 7:30 PM

Call-in: AFS Conference Line
Call-in # 1-800-582-3014
Participant Passcode: 837 490 314 #
Leader's Passcode: 567 446 688 #

Back-up: CDFW Conference Line

Call-in # 1-877-873-8018

Access Code: 446837 - Host Code: 63158903

Meeting Minutes

1. Call to Order and Introductions

2. Verification of Quorum (6:06)

- 3 elected officers and 3 standing committee chairs
 - Officers: Rob Titus, Kathleen Berridge, Jose Setka, Dave Lentz, Steve Brumbaugh
 - Committee chairs: Nicole Kwan, Jose Setka, Matt Young, Stephanie Durkacz, Wayne Lifton, Gary Sprague, Kelly Souza, Chris Parker, Lisa Thompson, Zach Bess
 - Sac Davis: John Lui
 - Santa Cruz: Laura Goetz (Not Present)

3. Agenda Review

- Addition of new business - none

4. Focused Discussion/New and On-Going Business

- 2021 Meeting Planning - Rob, Kelly, Dave, Steve, and Matt
 - Review of options given COVID-19 uncertainties (see attached memo)
 - Dave was approached by vender capable of supporting a hybrid meeting with potential for live webcast. Minimum of 2 cameras, cost around \$4k-\$5k.
 - Kelly has a local contact who provided an estimate of \$3500 to broadcast our Lake Natoma meeting in March, when we were deciding whether to cancel or convert.
 - Cal-Neva session of Western Division virtual spring conference had live attendance of about 120-140 people.
 - For option 1 in memo, would be similar to 2020 spring virtual meeting, some live speakers, interactive components with pre-recorded presentations.
 - Option for in-person fall meeting was ruled out due to COVID-19 risks.
 - Continue to think about the potential for in person components like business meetings and continuing education
 - State budget restrictions may limit conference attendance for some.
 - Society, Lauren Maza, can provide support via GoTo Meeting or Webinar. Rob described the pros and cons of each platform.

Meeting Minutes

- Kelly asked about continuing with the site visits and Rob's recommendation was not conduct them at this time. **Action Item**: Kelly will cancel the site visit dates for Tenaya and Ventura.
- **Action Item**: Rob to follow up with costs of platforms and ability for Society to help Cal-Neva and other Chapters with virtual meeting.
- **Actions items**: Kelly and Dave to follow up with costs on alternative web-based programs.
- 2020 Business Meeting - Rob
 - Western Division is going to hold virtual business meeting on June 10th. We should all watch to get ideas about how we could hold a virtual chapter business meeting, and what our meeting would like if we opted to have Society facilitate the technical aspects.
 - Cal-Neva business meeting needs to happen between now and August (when officers change). Potential options:
 1. Prerecord presentation and put on website and newsblast
 2. Host virtual meeting (Webinar)
 - Need to have opportunity for membership feedback
 - Decision to wait and see how Western Division holds there meeting, then schedule Cal-Neva. Should be ok on timeline to put together a virtual business meeting.
- Chapter Housekeeping – Steve Brumbaugh
 - Membership Committee Review
 - Steve sent draft document that outlines membership committee duties and potential for duties to be managed elsewhere. For example, the membership committee chair has been empty and roles could be accomplished by Secretary.
 - Motion: To dissolve the membership chair committee duties to the Secretary. – Steve Brumbaugh
 - Kelly second.
 - Motion passes.
 - **Action Item**: Rob to follow up with Eva P. (Society) to send membership lists to President and Secretary.
 - Procedures Manual
 - Laurie, Ramona, and Rob are reviewing.
 - Annual Meeting Planning Guide
 - Steve sent to Rob for review
 - Chapter Strategic Plan – update in June

5. Officers Updates

Secretary – Kathleen Berridge

- April minutes were sent out late, please review and provide edits to Kathleen.
- Kathleen requested that for long committee updates or when short on time, please provide here with brief write up via e-mail to incorporate into meeting minutes.

Treasurer – Jose Setka

- Account Balances:

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Checking \$162,619.35 (as of 5/21/20)

Savings \$38,777.65 (as of 5/21/20)

Merrill \$105,264.30 (as of 4/30/20)

Total \$306,661.30

- One outstanding check for \$555.
- On the Merrill Lynch account, our total losses for the year are \$6,953.49. All things considered that's not bad at all. In April we recovered half of the yearly loss.
- IEP Update
 - As of today we have received \$39,383.77 (this is included in the overall balance above).
 - We have issued \$5,550 in refunds. Jose is using tracking spreadsheet with more details.
 - The IEP balance is \$33,833.77. Jose's expectation is that refund requests will continue to trickle in and that based on COVID issues the August date will likely have to switch to virtual or be canceled. If so it will be important to receive the QC'd registrant refund list all at once to make it more efficient to process.
 - **Action item:** Jose will follow up with Stephani Fong about refunds and ask Stephani what IEP intends to do about the funds that we're holding for them.
- National AFS Income
 - To date we have received approximately \$74,351.59. This includes a deposit from Jim of \$12,527.94, of which includes \$295 from merchandise sales and \$1,045 from volunteer cash that was not used.
- Cal Neva AFS 2020 Event
 - All eventbrite refunds issued. All checks received were returned voided out. One sponsorship of \$1,000 from Regional San was deposited with approval (thanks Lisa). The event can be officially closed out.

President - Rob Titus

- Cancellation of 150th annual meeting in Columbus, OH
 - Virtual annual meeting, targeted for September 14-25, 2020, more details to come. Deadline for submitting abstracts is extended to June 15th.
 - Division and Chapter History Displays – there is talk about being presented in Baltimore 2021.

Past President – Steve Brumbaugh – See above

- Steve to follow up with Shawn about how to incorporate the decision on what to do with remaining funds from leftover grant funds into the procedure manual, as discussed during the last ExComm meeting.

President-Elect - Dave Lentz

- Cal-Neva presented a session as part of Western Division spring virtual meeting. About 120-140 people in attendance of the live streaming. Presentations are still online and can be viewed by members.

Committee Updates

6. **Time and Place (Kelly Souza),** see above

Meeting Minutes

7. **Continuing Education (Stephanie Durkacz)**, no update
8. **Conservation (Gary Sprague)**, no update
9. **Communications (Lisa Thompson)**
 - Website – name was not being saved to AFS server, AFS IT staff had to “refind” pages and redirect links. BIG THANKS to Lisa for reestablishing (and continuing to reestablish) the website!
10. **Bylaws and Nominations (Ramona Swenson)**, not present
11. **Membership (Vacant) – see above**
12. **Student Awards (Shawn Acuña)**, not present
13. **Merchandise (Chris Parker)**, no update
14. **Policy and Resolutions (Sheena Holley)**, not present
15. **Finance (Wayne Lifton)**, no update
16. **Chapter Historian (Jim Hobbs)**, not present
17. **Awards (Zach Bess)**, no update
18. **Outreach and Diversity (Esther Tracy)**, not present
19. **Native Fishes (Damon Goodman)**, not present
20. **Student Subunit Updates**
 - Santa Cruz Monterey Bay Area (Laura Goetz), not present, update via e-mail
 - Hosted virtual happy hour with 5 attendees.
 - Several members are participating in the Sheepshead Shuffle, 11 runners so far.
 - UC Davis/Sacramento (John Liu)
 - Received nominations for officer positions. 1 person per position so not hosting an election.
 - Humboldt (Michelle Loftus) – not present

Next Meeting: Thursday, June 18, 2020

Action Item: Kathleen to send WebEx for video options

ADJOURN 7:53

Meeting Minutes

Date: May 21, 2020
To: Cal-Neva AFS Executive Committee (distribution list)
From: Rob Titus, President
Cal-Neva AFS Chapter
Subject: Format for 2021 Chapter Annual Meeting

California-Nevada Chapter



The purpose of this memo is to present format options for the Chapter's 2021 annual discussion that occurred with the *ad hoc* meeting site visitation committee consisting (Time and Place Chair), Dave Lentz (President-Elect), Matt Young (incoming President-Elect), Steve Brumbaugh (Past-President), and myself on Thursday, May 14, 2020. Kelly presented to the group a variety of concerns that may compromise our ability to hold a face-to-face meeting in Ventura as tentatively planned. Concerns stem primarily from travel restrictions and spending reductions for the State of California (and likely other) employees resulting from budget cuts in FY20/21 and secondarily from uncertainties associated with Coronavirus. There was consensus within the group that we should not move forward with site visits during summer 2020 with the intent of holding a meeting in Ventura in late February-early March 2021, although the site visit could occur for 2022 venue selection. To facilitate consideration and decision making by the Executive Committee, following is a brief summary of other options discussed:

1. Fully virtual meeting within the timeframe discussed for February-March 2021.
 - a. This was considered to be the surest option.
2. A hybrid meeting in the Sacramento area within same timeframe where attendance by local chapter members may be possible and the proceedings could be broadcast via webinar to members and other interested parties outside the area.
 - a. A resurgence in Coronavirus during winter 2020-21 may put this option at risk.
 - b. Travel and spending restrictions could also affect this option, even for local chapter members.
3. Delay until fall 2021 to hold a non-local normal face-to-face meeting.
 - a. This option could have the advantage of occurring beyond an anticipated period of COVID-19 restrictions for gatherings and alleviate competition with other annual meetings typically held in spring (e.g., IEP Workshop, Salmonid Restoration Federation, WDAFS).
 - b. However, travel and spending restrictions may still be in-place as a result of depressed economic conditions resulting from the COVID-19 crisis.
 - c. Additionally, this option would result in an 18-month or so gap between Chapter annual meetings of any kind.
 - d. Importantly, too, it would put the Chapter's president cycle out of synch with respect to allowing enough time for the President-Elect to engage planning for the next annual meeting.
 - e. Finally, there may be competition with other meetings typically held in fall, such as the AFS annual meeting, Bay-Delta Science Conference, and the State of the Estuary Conference.

Please consider these options for discussion during the Executive Committee meeting this evening.
ec:

Steve Brumbaugh
Dave Lentz
Kelly Souza
Matt Young