



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

Location: Conference Call Meeting
Date: November 19, 2020
Time: 6:00 PM – 7:53 PM
Call-in: (877) 873-8018
Access Code: 446837

Meeting Minutes

1. Call to Order and Introductions (Dave Lentz)
2. Verification of Quorum (Nicole Kwan) 6:05
 - 3 elected officers and 3 standing committee chairs
 - Elected officers: Matt Young, Dave Lentz, Jose Setka, Nicole Kwan
 - Standing committee chairs: Wayne Lifton, Esther Tracy, Sheena Holley, Stephanie Durkacz, Zach Bess, Kelly Souza, Ramona, Lisa Thompson
 - Student Sub-Units: Laura Goetz, Kim Luke, John Liu
3. Agenda Review (Dave and ExComm) – no updates
4. Focused Discussion/New and On-Going Business
 - 2021 Meeting Planning (Matt)
 - Dates: March 1 – March 5th; entirely virtual
 - Continuing education in the morning Mon-Thurs
 - Plenary and talks in the afternoons
 - Theme: Diversity & Inclusion
 - Save the date will go out this week
 - Next newsletter will go out in about a week and include a reminder
 - Two software options: Confex and CVENT
 - Confex would require negotiating and is more expensive, ~\$8,000 – 15,000
 - CVENT would be an all-in-one package for ~\$5,000 (does not have surcharges for additional features that would be needed)
 - Headquarters also has an arrangement already set up

- ~\$3 charge per registrant
- Matt, Dave, and Kelly provided support for using CVENT; ultimate decision will be made by the meeting planning committee
- There is still a need for more volunteers for the planning committee. **Action:** please let Matt Young know if you are interested in any of these roles:
 - software management/website development lead (Matt would still handling communication with software provider)
 - student judging coordinator (Tom Keegan has done this in the past and might be interested)
 - poster session lead
 - Ramona Swenson offered to brainstorm social events
 - Laura volunteered to organize the student symposium
- Registration cost
 - Matt will be checking in with Jose about the budget
 - Other chapters found that going over \$200 will reduce registration while \$100-125 seems to attract more folks
 - Jose believes \$100 would be a good target, pending software package costs. Zach thinks \$100 may be high but Matt suggested that we could heavily discount student members
 - Stephanie and Dave discussed that continuing education would be a separate cost
- Plan to make time for the next meeting planning committee discussion during the retreat

5. Officer Updates

- Secretary (Nicole Kwan) – meeting minutes & membership report
 - Final comments to the October meeting minutes:
 - Dave would like to add some comments
 - Will move to approve them at the ExComm Retreat
 - As of November 10, Cal-Neva has 428 members, 2 more than last month
- Treasurer (Jose Setka)
 - Bank accounts updated as of 11/18/20:
 - Checking: \$131,554.29
 - Savings: \$38,780.25

- Merrill Lynch: \$123,108.7
- o Received our due share from national AFS
- o IEP total income has not changed
- o Jose suggests that the chapter should increase the amount of record keeping the Treasurer is expected to do and increase transparency through some type of reporting to the ExComm. This could also help to protect the Treasurer. May have some guidance for this prepared to discuss at the retreat
- President (Dave Lentz)
 - o Dave met with Western Division where he learned more about Confex
 - o Western Division ExComm discussion mainly centered around virtual meetings
 - o ExComm retreat will be 2 days, from noon or 1pm - 5pm on Regional San's GoTo Meeting account
 - o Future meeting platforms
 - Decision that Dave will host future ExComm meetings through MS Teams
 - Everyone should be able to use the web-interface to attend even if they do not have a MS Teams license
 - o Robert's Rules
 - Appears we are going above and beyond Roberts Rules for Small Groups
 - Will discuss streamlining improvements more at the retreat
- Past President (Rob Titus) – not present
- President-Elect (Matt Young) – no updates beyond above 2021 meeting planning

6. Committee Updates

- Time and Place (Kelly Souza)
 - o Tenaya denied the original dates for the 2022 meeting. Can only offer states rates if it takes place Feb 21-25
 - This would not overlap with University of CA spring break but having the state rates may be more important
 - Preference to shift off the holiday Monday (Ramona)
 - o **Action**: Kelly will check about date flexibility and bring that information to the ExComm retreat, with a goal of making a decision at the retreat on whether to reserve the lodge
- Continuing Education (Stephanie Durkacz)
 - o Stephanie has 2 courses lined up for 2021 annual meeting: intro to the ESA (Nesbit & other NOAA folks) and practical statistics using R (Mitchell and Tobias)

and has communicated with the course organizers about the meeting format and timing

- Conservation (Gary Sprague) – not present
- Communications (Lisa Thompson)
 - Save the date for annual meeting will be sent out 11/20
 - **Action**: needs all items for the newsletter by evening of 11/21
 - Newsletter will be coming out on Monday morning 11/23
 - Will include a note about membership renewal being online only (not mailed)
- Bylaws and Nominations (Ramona Swenson)
 - Ramona is working on announcement for nominations that will go in the newsletter
 - She asks that everyone think about folks who may be good candidates, both from outside and within the Chapter
 - Reminder that Treasurers can serve multiple terms
- Grants (Shawn Acuña) – not present
- Merchandise (Chris Parker) – not present
- Policy and Resolutions (Sheena Holley)
 - Governor Newsom recently provided state funding for Klamath River dam removal which has received push back. Sheena suggested the possibility of writing a letter of support for the action
 - Will plan to discuss at the retreat
- Finance (Wayne Lifton) – no update
- Chapter Historian (Jim Hobbs) – not present
 - Dave mentioned that national is asking about the 150th anniversary chapter videos, will need to touch base with Jim about this
- Awards (Zach Bess)
 - Zach will draft up a solicitation for nominations for the annual meeting to provide to Lisa for distribution through Constant Contact
 - He suggests rather than asking for a page-long nomination to just ask for a few sentences and then he could follow up with people. Dave concurs with this approach
 - Plan to discuss nominations during the January meeting
- Outreach and Diversity (Esther Tracy)
 - Esther shared that the Western Division D&I group is interested in providing travel grants for tribal members

- **Action**: Esther will circulate a draft D&I statement and list of available resources to ExComm which can be finalized at the retreat
- Native Fishes (Damon Goodman) – not present

7. Student Subunit Updates

- Santa Cruz Monterey Bay Area (Laura Goetz)
 - SCMBAs in the middle of their elections
 - Planning a journal club for members to get together and chat
- UC Davis/Sacramento (Kim Luke and John Liu)
 - Recently had a career panel
 - Joining with another campus club to do a virtual tour of the Aquarium of the Bay
 - John checked in about \$500 allotment for student sub-units and whether it is still ongoing
 - **Action**: John will send Jose an email to follow up (SCMBAs may do so as well)
- Humboldt (Michelle Loftus) – not present

8. Next meeting: Dec 5-6 (ExComm Retreat)

- **Action**: committee chairs please let Dave know what you may want to discuss at the retreat

ADJOURN 7:53