



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

Location: Zoom Meeting
Date: July 15th, 2021
Time: 6:00 – 7:34
Call-in: See Zoom Invitation

Meeting Minutes

1. Call to Order and Introductions
2. Verification of Quorum (Nicole Kwan) – 6:07
 - 3 elected officers and 3 standing committee chairs
 - Elected officers: Jose Setka, Dave Lentz, Rob Titus, Matt Young, Nicole Kwan
 - Standing committee chairs: Gary Sprague, James Hobbs, Zach Bess, Wayne Lifton, Ramona Swenson
 - Student sub-units: none in attendance
 - Future officer: Eva Bush
3. Agenda Review (Dave and ExComm)
4. Focused Discussion/New and On-Going Business
 - Communications Committee Chair vacancy
 - Dave highlighted the need to fill this role and Ramona offered candidate suggestions
 - Dave also mentioned that Stephanie will be stepping away from her role as Continuing Education chair soon due to a job relocation
 - Invitation from WDAFS to develop Early Career Professional mentoring program
 - Dave expressed interest to WDAFS in learning more but no commitments made yet
5. Officer Updates

- Secretary (Nicole Kwan)
 - Recent membership update as of 7/10: 342 members; up from 341 in June
 - ExComm voted to approve the meeting minutes from May
- Treasurer (Jose Setka)
 - Report:
 - Bank of America Checking Balance as of 7/15/2021: \$118,810.60
 - Bank of America Savings Balance as of 7/15/2021: \$38,782.83
 - Merrill Lynch Balance as of 7/15/2021: \$138,376.44
 - Total: \$295,969.87 (increase of \$8,010.62 over June 2021)
 - 2021 Chapter proceeds from annual meeting appear to be \$11,007.66
 - Expenses (CVENT, Awards, Charity, etc.) were \$8,249.99
 - The only potential outstanding matter is the per registrant fee of \$3.06
 - Sub-unit funding
 - SCMBAS sub-unit check cleared; Humboldt has to wait until start of new school year to accept funds in their account; Dave is following up with information from Sac-Davis
- President (Dave Lentz)
 - WDAFS update
 - No Society meritorious service award recommendations yet so they are keeping the call for recommendations open longer
 - Financial services committee met in July and thinking about a 80/20 split between investment and cash in their Merrill Lynch account, will be adjusting Division's account to reach that goal, in accordance with the WDAFS Financial Sustainability Plan
 - Early Career Professionals group presented their plan for establishing a Mentor Program
 - Diversity and Inclusion Committee looking for additional member support
 - Spokane meeting committee is getting up and running and they are working on developing a meeting theme

- Emily Chen, WDAFS Student Rep conducted a survey about recruiting officer candidates and Ramona Swenson responded with Cal-Neva input
- Chapters all working on planning next year's meetings and fall retreats
 - Lots of hybrid (in person and virtual) meetings being planned
 - Effort to put in place by the Society to renew a CVENT contract for next year similar to the one from 2021; cost will likely be similar to utilize their service
- Officer change
 - Chapter officer change will happen in September
 - **Action:** Rob, Matt, and Dave will work with Jose to plan Baltimore meeting attendance
 - **Action:** Matt, Eva, and Jose will meet to get credit cards in place for the new officers
- President's 2021 Work Plan
 - Compiling status updates from committee chairs
 - Dave will be asking chairs for a report of activities done during his term
 - Would like to create an ad-hoc committee for the Strategic Plan evaluation, which will carry over into Matt's term
 - Dave, Matt, Ramona, Zach, Eva, and Rob will start this committee to look over how the Chapter and Society's plan can work together, others are welcome to join if interested
 - **Action:** Dave will set up a timeline for the evaluation process
- Past President (Rob Titus) – no update
- President-Elect (Matt Young)
 - Only lingering element from the Annual meeting were the dispersal fees (mentioned in the Treasurer's report)

6. Committee Updates

- Time and Place (Kelly Souza) – not present, update from Dave

- Kelly is working on an RFP for 2023 and 2024
- Kelly is working with the IEP to establish a scope for how the Chapter and IEP partnership handles funds in the future
 - Dave had requested information on how Society handles these sorts of situations but received no response
- Continuing Education (Stephanie Durkacz) – not present, update from Dave
 - Stephanie will be relocating soon for a new job and will need to step away from her role
 - A fish passage seminar was in the works, with potential presenters willing to participate
- Conservation (Gary Sprague)
 - The Chapter has now sent a support letter for the Recovering America’s Wildlife Act to all California and Nevada congressional representatives
 - RPECC published in Water a paper focused on how agriculture effects streams (Western Division had helped gather some information to inform this)
 - **Action:** Gary will share this with the ExComm
 - RPECC now are turning their focus to the Snake River dams and have gathered a panel of experts to weigh in
- Communications (Vacant)
 - Typically have a July Newsletter, this will have to be tabled for now
 - Matt has reached out to Britt (no response) and Kathleen (thinking about it)
 - Ramona also suggested reaching out to Mollie Ogaz or Anna Steel
 - Matt shared that Lisa recommended turning the Communication chair into a position with a specified chair commitment period, given the continuous work needed year-round
- Bylaws and Nominations (Ramona Swenson)
 - Ramona replied to Division poll regarding the officer recruitment process outlining how we recruit, what challenges we face, and what techniques we use
 - Rarely get volunteers for positions without reaching out

- Discussed contacting people earlier and maybe soliciting for nominations at the Annual Chapter meeting
 - Grants (Shawn Acuña) – not present (2021 Travel grants applications being accepted until 8/6)
 - Merchandise (Chris Parker) – not present/no update
 - Fundraising (Andrew Hampton) – not present
 - Finance (Wayne Lifton)
 - Wayne looked into inflation and distribution of funds in terms of cash holdings versus stock as well as moving to safer investments
 - Suggests moving some cash to stocks (currently the Chapter has about 50% in cash) to hedge against inflation pressure on cash holdings
 - Jose agrees moving cash into low risk investment options would be strategic
 - **Action:** Jose and Wayne will schedule a time to meet with the Merrill Lynch representative
 - Dave suggested touching base with Troy Brandt in the Western Division to see their financial stability plan which suggested the 80/20 investment/cash split the Division is pursuing
 - Policy and Resolutions (Sheena Holley) – not present
 - Chapter Historian (Jim Hobbs)
 - Jim reached out to Clair about the history exhibit for the national meeting but has not had the opportunity to come up with a creative exhibit yet
 - Awards (Zach Bess)
 - Dave suggested special contribution awards for Lisa and Stephanie and offered to help Zach with this
 - Outreach and Diversity (Esther Tracy) – not present
 - Native Fishes (Damon Goodman) – not present
7. Student Sub-Unit Updates
- Santa Cruz Monterey Bay Area (Kat Dale) – not present

- UC Davis/Sacramento (Kim Luke and John Liu) – not present
- Humboldt (Taylor Zenobia) – not present

8. Next meeting: August 19th

- **Action:** Nicole will look into whether we can return to the West Sac DWR conference room for a hybrid meeting

ADJOURN 7:34