



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

Location: Zoom Meeting
Date: January 20th, 2022
Time: 6:00 – 7:46
Call-in: See Zoom Invitation

Meeting Minutes

1. Call to Order and Introductions
2. Verification of Quorum (Nicole Kwan) – 6:04
 - 3 elected officers and 3 standing committee chairs
 - Elected officers: Matt Young, Eva Bush, Jose Setka, Dave Lentz, Nicole Kwan
 - Standing committee chairs: Jim Hobbs, Cynthia Le Doux-Bloom, Ramona Swenson, Gary Sprague, Zach Bess, Wayne Lifton, Andrew Hampton, Kelly Souza, Shawn Acuña
 - Student sub-units: Matea Djokic, Emily Nazario
3. Agenda Review (Matt and ExComm)
4. Focused Discussion/New and On-Going Business
 - IEP funds update
 - Workshop will be all virtual and free
 - Leaves an outstanding balance of \$14,006 between IEP and AFS that needs to be spent
 - Idea to purchase joint poster boards
 - IEP curious if we could hold these funds for a few more years to help pay for future training and meetings

- Jose will start tracking this as a side balance on his month emailed reports and suggests making a plan for simplicity in the future, such as simply cutting a check instead of setting up registration for an event or something similar
- Cal-Neva Annual Meeting
 - Meeting was postponed to the end of May due to COVID 19 concerns with the omicron variant
 - Matt suggested keeping the business meeting with the annual meeting, Ramona concurs
 - Follow-up needs:
 - Kathleen is reaching out to those who already had submitted symposia and abstracts
 - **Action:** Andrew will start reaching out to sponsor contacts
 - Jose can void any checks from sponsors who want their money back rather than rolling it forward to the May meeting
 - Matt has been getting several emails to the Chapter account about when abstract submission will be open again and noted we should communicate new dates and deadlines to membership as soon as we have them
 - Eva confirmed that the new dates work around all student finals periods
 - Eva would like to keep planning meetings going
 - **Action:** Next meeting will be February 10th at 6:00pm
 - The two R courses are good to go for May 24th; ExComm agreed to keep these as virtual events
 - All of the plenary speakers are available for the new dates and appreciated the change due to COVID
- Cal Poly student subunit
 - Hayley updated that Cal Poly is pushing back on graduate students being involved as officers which conflicts with the sub-units desire to include a mix of grad and undergraduate students

- As an alternative they are looking into connecting with San Luis Obispo County but still maintaining their faculty sponsor (who is already a member)
- This might require making a couple of changes to the petition
- Matt mentioned that ExComm can hold a meeting in advance if our next one if needed to vote on the petition

5. Officer Updates

- Secretary (Nicole Kwan)
 - Recent membership update as of 1/10: 140 members; down from 369 in December
 - **Action:** reminder to renew membership before Jan 31st (otherwise it gets more complicated)
 - ExComm would like some more time with the Annual Retreat minutes so the vote will be postponed to the next meeting
 - **Action:** review the Annual Retreat minutes for a vote at the next meeting
- Treasurer (Jose Setka)
 - Balances:
 - Bank of America Checking Balance as of 1/19/2022: \$63,200.53
 - Bank of America Savings Balance as of 1/19/2022: \$38,784.79
 - Merrill Lynch Balance as of 1/19/2022: \$187,627.74
 - Total: \$289,613.06 (decrease of \$1,543.31 over November 2021)
 - \$50,000 shifted from the checking account to the investment portfolio, as discussed at the November 2021 meeting
 - Tax preparers did not file the tax deadline extension in June 2021 for the Chapter's 2020 return, as they said they had. IRS has sent a notice of a \$3,600 fine for the late filing without document extension. The preparer has filed a Forgiveness Letter to try and get this removed
 - Jim mentioned that this has happened before

- Jose is interested in looking for a new tax preparer in the future given this incident and general lack of responsiveness
 - Current preparer costs ~\$800/year
 - Members of ExComm think its valuable to have an external party prepare the taxes since they have the appropriate insurance
- President (Matt Young)
 - National Society sent around a letter about the AFS Code of Conduct for meetings and the new standard for dealing with violations via a new committee
 - Society membership is down so please renew your membership
 - Western Division updates:
 - Other Chapters in the Division are all virtual besides Idaho which will be offering a hybrid meeting; Utah is planning to postpone
 - Division Student Colloquium is happening this weekend, hosted by Kat Dale
 - National meeting is looking for student volunteers
 - Division is working on a continuing education track based on communication tools and issues
- Past President (Dave Lentz)
 - Still working on the Strategic Plan, would like to work with strategic planning committee in February/March to make the Chapter and Society plans match
 - **Action:** Dave will forward Cynthia documents related to the Strategic Plan update
- President-Elect (Eva Bush) – update covered in Annual Meeting update above

6. Committee Updates

- Time and Place (Kelly Souza)
 - Long Beach site visit will need to be rescheduled
 - Kelly noted that she is interested in exploring other options to Helms Brisco; ideally a group that better understands California

- If the Chapter does want a security guard on site at Lake Natoma this would be good to decide and get on the book soon; this can be determined at the next Annual Meeting Planning meeting
- Continuing Education (Cynthia LeDoux Bloom)
 - Moving the field tours to the May 24th worked for all the folks involved and will be able to go forward as originally planned
 - Cynthia and the other organizers will be meeting in February to talk through the plan
 - Would be ideal to have opening remarks on the day of the field tour by Matt or Eva
 - Still waiting to hear back regarding permits for electrofishing
- Conservation (Gary Sprague)
 - The Western Division Snake River Dam breaching paper has been moving forward and is being reviewed at Water Biology and Security journal; 2 of the 4 sets of comments are back and have been supportive and constructive
- Communications (Kathleen Berridge) – not present, update provided by Matt
 - Kathleen updated the Chapter website with the new meeting dates and communicated with all of the presenters who had already submitted
 - She also let presenters know she could highlight their work on social media if they shared a photo and short blurb
 - Kathleen is also looking for member highlights to include on the Chapter's new Instagram account: @calneva.afs
- Bylaws and Nominations (Ramona Swenson)
 - Only one nominee so far (Mollie Ogaz for Secretary)
 - Still working on reaching out to folks and would like help
 - **Action:** Cynthia mentioned that she may have a candidate lead and requested other CDFW ExComm members to help reach out
 - Will need to make sure the candidates are posted by mid-April to line up with the new Annual Meeting date

- Ramona also mentioned that it would be great to get feedback from officers on things that have worked or not worked for them in their positions
- **Action:** Ramona will send out information to share with potential candidates
- Grants (Shawn Acuña)
 - Travel award was going to be due next week but Shawn was wondering if we should push the date; there is currently 1 submission
 - Matt suggested pushing the deadline to include more people who might have felt uncomfortable attending the meeting if it had been in February
 - **Action:** Shawn will work with Kathleen to notify membership that the travel grant deadline will be extended to a date of his choosing (at least a month and a half before the Annual Meeting)
 - Matt would like to meet with sub-unit representatives to figure out an effective way to provide support to the sub-units for the Annual Meeting
 - **Action:** Matt will schedule a meeting to discuss sub-unit meeting travel support
- Merchandise (Chris Parker) – not present
- Exhibits/Fundraising (Andrew Hampton)
 - Russel has a lot of raffle items left
 - Decided not to buy a kayak this meeting and wait for one that might be better attended in the future
 - Andrew will reach out to donors about the meeting reschedule
- Finance (Wayne Lifton) – no updates
- Policy and Resolutions (Sheena Holley) – not present
- Chapter Historian (Jim Hobbs) – no updates
- Awards (Zach Bess)
 - Announcement was sent out regarding award nominations that would have been due this past Friday but none were received; suggested extending deadline to the beginning of April

- **Action:** Zach will provide updated timeline language to Kathleen for her next newsblast
- Outreach and Diversity (Esther Tracy) – not present
- Native Fishes (Damon Goodman) – not present

7. Student Sub-Unit Updates

- Santa Cruz Monterey Bay Area (Emily Nazario)
 - Some members will attend the Student Colloquium this weekend
 - Had their first meeting outdoors recently
 - Working on planning events for this spring
- Davis/Sacramento (Kim Luke) – not present, update from Matt
 - In-person gatherings postponed due to COVID
 - Planning on an off-campus fishing activity and an officer meeting to plan events
- Humboldt (Z Zenobia) – not present, update from Matt
 - First meeting of the semester will take place in the next few weeks
 - Hoping to plan fishing opportunities, community building, and a Gyotaku print event
- Irvine (Matea Djokic)
 - Was not able to meet or table due to COVID so will push tabling event until everyone can be in person again
 - Have many masters students who are interested in joining
 - Started social media accounts for the sub-unit and hope to highlight officers and members via this platform
 - Matea will be attending the Student Symposium virtually
 - Sub-unit faculty sponsor working on reviewing sub-unit charter
- Cal Poly San Luis Obispo (Hayley Mapes)
 - Hayley and some undergraduates will attend the Student Colloquium virtually
 - Noted that travel to events may be more complicated if not associated with Cal Poly and able to use their vehicles

8. Next meeting:

- Conference Planning Committee: February 10th, 2022
- Regular ExComm meeting: February 17th, 2022

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