



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

Location: Zoom Meeting  
Date: April 21<sup>st</sup>, 2022  
Time: 6:02 – 8:24  
Call-in: See Zoom Invitation

### Meeting Minutes

1. Call to Order and Introductions
2. Verification of Quorum (Nicole Kwan) – 6:02
  - 3 elected officers and 3 standing committee chairs
    - Elected officers: Matt Young, Eva Bush, Nicole Kwan, Jose Setka, Dave Lentz
    - Standing committee chairs: Kathleen Berridge, Zach Bess, Jim Hobbs, Chris Parker, Wayne Lifton, Gary Sprague, Ramona Swenson, Kelly Souza, Andrew Hampton
    - Student Sub-Units: Z Zenobia, Matea Djokic, Kim Luke, Hayley Mapes, Emily Nazario, Kat Dale
3. Agenda Review (Matt and ExComm)
4. Focused Discussion/New and On-Going Business
  - Annual Meeting
    - Spawning Run will include a 5k and 1 mile route
      - Will either be swag vouchers for everyone
      - Can do day of registration both via card and cash
      - **Action:** Nicole create an image to promote the spawning run
    - 15 poster boards rented plus set up and removal, can adjust numbers up to a week before

- Raffle prizes are coming in and a few will be ordered, up to \$300 spending approved
- Asking for a volunteer to handle social media for the event
  - **Action**: Kathleen – post this opportunity on Cal Neva social media
- Registration will close one week before and reminder emails will be sent in advance
- Chris is working with a merchandise vendor that we have gone with before, 150 embroidered messenger bags and 250 3” stickers would total \$1,800
  - ExComm and student sub-unit members discussed the value of bags – some folks find them very useful and some folks have not used them again. There is an overall goal to reduce waste and get products that will last a long time
- Eva, Kelly, and Kat have been making arrangement for the student mentor luncheon
- Jim passed off all of the IT supplies to JT, who will check all the bulbs and ensure they work; Jim will check the storage units for printers this week
- Sponsors include: EBMUD, Cramer, **Jenidax**, ESA, Helix, Regional San, Sonoma Water equaling a total of \$5,000 in sponsorships
  - **Action**: Nicole check in with Karen at DWR about whether they would like to sponsor and who the right contact for requests is
- Amanda will be sending out weekly reports on the registrants for different events
- No printed programs, will send it ahead of time and there will be a QR code linked to the program at the registration desks
- Abstract deadline is currently Monday 4/25 and the ExComm talked about whether to extend it possibly to Thursday 4/28 but don't want to wait too long due to proximity of the meeting. Agreed to extend to the 28<sup>th</sup>.
  - **Action**: Kathleen will relay abstract reminder and extension to membership

- **Action:** Next planning meeting will be May 2<sup>nd</sup> at 6:00pm

#### 5. Award language

- Zach prepared updated award language to less vague and define roles more clearly
- Clarified that any language changes won't apply until the next round of awards
- Cynthia suggested over email including a more marine-centric person to include in the name for the Native Fishes award
- Dave mentioned that he thinks keeping multiple categories is good even if they are not all awarded each year

#### 6. Student participation & support

- Kat shared that Western Division is considering being stricter about having to be AFS members to vote across levels of AFS, but thinks this might be an equity issue at the student sub-unit level
- Kat suggested offering AFS memberships as raffle items, they were some of the first things to go at some of their past events with prizes. Also suggested having an award for students that would provide membership
- Mentioned that lining up travel awards with abstract deadlines and before registration is important; reduce time between when students pay and get reimbursed
- Make membership worth it – providing events and awards only for members
- Connecting members with programs – for example: Hutton scholarship advertisement could be improved and the Chapter could help people better understand how to join the program and/or be a mentee

#### 7. Officer Updates

- Secretary (Nicole Kwan)
  - Membership is up to 316 as of 4/10
  - Nicole noted the Constant Contact email list may be out of date
    - **Action:** Nicole will include Kathleen on membership list updates and post them in the Shared Drive going forward
  - ExComm voted to approve the March Ex Comm Meeting minutes

- Treasurer (Jose Setka)
  - Account balances:
    - Bank of America Checking Balance as of 4/21/2022: \$61,501.34
    - Bank of America Savings Balance as of 4/21/2022: \$38,785.75
    - Merrill Lynch Balance as of 4/21/2022: \$176,968.88
    - Total: \$277,255.97 (decrease of \$4,582.17 over March 2022)
  - Taxes: Continue to work with preparer to address 2020 tax filing issue
    - Jose is having a difficult time finding an affordable alternate tax preparer
    - Thinks that he could tackle the taxes in the future but is not sure if this would be a good precedent for future Treasurers (might be hard to recruit)
    - Kelly suggested a genetic H&R block office as a tax preparer or seeing if Society offers anything
    - Ramona suggested asking similar sized other professional chapters (like The Wildlife Society) and to see what they use
- President (Matt Young)
  - Western Division
    - Call focused largely on students this month, some of those updates covered above
    - Division wanted to keep voting consistent with bylaws in requiring membership to vote
    - Division is updating procedures manual and is looking for engagement in committees
    - Division passed along information regarding Recovering Americas Wildlife Act to members
    - Spokane meeting planning is going well, preparing guidelines for Chapter Officers participation
  - Cal-Neva business meeting will be held during lunch on the Friday of the Annual meeting

- Will need annual reports from officers, committee chairs, and student sub-units; preferably condensed onto one PowerPoint slides
  - Kelly suggested sending around a template for everyone to fill in
  - **Action**: Matt will reach out with the template and specific requests for business meeting content
- Past President (Dave Lentz)
  - The Strategic Plan revision team met at the end of March
  - Dave will begin working on updating the Chapter plan to match that of the Western Division; will aim to have something in place before the business meeting
- President-Elect (Eva Bush)
  - Updates covered earlier

## 8. Committee Updates

- Time and Place (Kelly Souza)
  - Next years annual meeting dates got shifted to March 1<sup>st</sup>-3<sup>rd</sup> in Long Beach
  - Received a presentation from startup, Whoova, and found them to be nimbler and offer more opportunity to highlight sponsorship than CVENT; also could use phones to judge presentations in real time; more features for creating engagement with participants
    - Matt added that Colorado/Wyoming Chapter used this platform for their meeting this spring
    - Could be used for hybrid meetings and even for in-person only meeting
  - The discussion of how to operate future meetings should be brought up soon (hybrid vs. in-person only)
    - Ramona suggested brining this up at the Business Meeting since members will also be present
- Continuing Education (Cynthia LeDoux Bloom) – not present
- Conservation (Gary Sprague)

- Snake River Dam removal paper was published and Gary sent it around to ExComm via email
- Communications (Kathleen Berridge)
  - Kathleen is planning to send a newsletter out this weekend that will include annual meeting information, introductions to the new student sub-units, RAWA, and potentially election news
- Bylaws and Nominations (Ramona Swenson)
  - The Chapter has one nominee for Secretary and their bio was sent along to ExComm via email
  - The election should be announced by next Thursday to give enough time before the Business Meeting
    - **Action:** Still need President candidates ASAP
    - **Action:** Nicole will prepare a Survey Monkey poll for Kathleen to advertise
- Grants (Shawn Acuña) – not present
  - Matt mentioned that no small grant proposals have come in yet so deadline will be extended
  - 2 applicants for travel awards so far
- Merchandise (Chris Parker)
  - Updates covered earlier in the agenda
  - Chris will need help purchasing merchandise when the time comes to order; Dave, Matt, and Jose have Chapter credit cards that can be used for this
  - **Action:** Matt, Eva, Dave, and Jose need to go to the bank soon to update cardholders
- Exhibits/Fundraising (Andrew Hampton)
  - Andrew has been working with Russel on raffle prizes and has some local items planned
  - Mentioned there is no beer donations yet
    - **Action:** Andrew will reach out to Lori and Matt will reach out to Berryessa Brewing

- Andrew will offer tabling opportunities to all the sponsors
- Finance (Wayne Lifton) – no update
- Policy and Resolutions (Sheena Holley) – not present
- Chapter Historian (Jim Hobbs)
  - Jim recently received more legacy AFS documents/materials he needs to work through
- Awards (Zach Bess)
  - Zach shared the award nomination that Nicole made
  - Nicole noted that she checked and the person was not currently a member, though they have attended and presented at Cal Neva conferences in the past
  - ExComm wants the award recipient to be a member but discussed if it is possible to reach out to nominees to encourage them to become members
    - Zach and Kelly believe it would be best to reach out to the to the candidate about their nomination but let them know they would need to renew their membership first
  - ExComm agreed on the nomination and Zach, when acknowledging the award nomination, will mention the requirement of membership and ask if they are up-to-date on their membership
    - Will try calling first, otherwise will email
  - Matt submitted a nomination for the Special Contribution award that the ExComm all agreed with
  - Eva nominated a candidate for the Special Contribution award as well that ExComm agreed with
- Outreach and Diversity (Esther Tracy) – not present
- Native Fishes (Damon Goodman) – not present

## 9. Student Sub-Unit Updates

- Santa Cruz Monterey Bay Area (Emily Nazario)
  - Just started the Diverse Voices in Fisheries Science speaker series, had the 2<sup>nd</sup> speaker yesterday

- **Action:** Help advertise the event
  - Working on levee clean ups and invasive plant removals with some local organizations
- Davis/Sacramento (Kim Luke)
  - Working to help plan the student social
  - Picnic Day this weekend will host a fish station
    - Kathleen mentioned it would be a good idea to photograph the event
  - Will probably host a presentation run through for students presenting at AFS
- Humboldt (Z Zenobia)
  - 2 weeks away from the end of their semester
  - There is a new USA today article about the school
  - Department is doing a social at the end of the month that they will be helping with as a club
  - Sold all their merchandise (t-shirts)
  - Have more students interested in attending the meeting, up to 7-8
  - Trying to implement a survey in the college to document harassment to make the department more inclusive; maybe the Chapter could write a letter of support
  - Z suggested offering a Queer and Trans in Fisheries inclusivity workshop at the Annual Meeting that they could host
- Irvine (Matea Djokic)
  - Going to the Aquarium of the Pacific on May 4<sup>th</sup>
  - Working on getting a website started up through the university
  - Hoping to get a chance to go out on an MPA cruise but it was more expensive than expected, may work towards this as future goal to save for
    - Will do something land-based in June with CDFW
  - Will hold a social for graduating students in June
  - Holding elections soon, all officers besides Matea will be graduating this year
- San Luis Obispo County (Hayley Mapes)



- Getting bylaws ready
- Had a happy hour this week with 8 people in attendance
- Been in contact with other Cal Poly clubs to do some joint events (tide pooling, coastal cleanup)
- Should have at least 3 members in attendance at the annual meeting

10. Next meeting: in person business meeting at the conference

- June 16<sup>th</sup> will be the next Zoom meeting

**ADJOURN 8:24**