



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

Location: Zoom Meeting
Date: June 16th, 2022
Time: 6:06 – 7:55
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 Busy, Dave Lentz, Jose Setka Nicole Kwan
 - Standing committee chairs: Jim Hobbs, Gary Sprague, Kathleen Berridge, Wayne Lifton, Kelly Souza, Ramona Swenson, Zach Bess
 - Student sub-units: Haley Mapes, Emily Nazario
 - Katie Osborn
 - Works in Santa Rosa with ocean salmon fisheries, interested in getting more involved
3. Agenda Review (Matt and ExComm)
4. Focused Discussion/New and On-Going Business
 - Cal-Neva Annual Meeting Recap
 - As of now the budget is looking like a loss of roughly \$4,500 – Matt and Jose will finalize after all remaining income/loss is settled
 - 44 responses to post-conference survey
 - Overall a positive response with some suggestions for improvement
 - Include all-gender restrooms, keep on radar for next year

- **Action:** Eva will compile comments from planning committee and send this to Nicole to distribute, some key highlights:
 - Create an internal plan/checklist for banquet (when food will be served, awards presented, raffle)
 - Agreed it's okay to be less formal but still want to ensure nothing gets missed and planners are not stressed
 - Give an explanation at the beginning of the conference about all the different meeting events
 - Could post a light agenda of the banquet and business meeting somewhere people can quickly glance
 - Prepare checks to be handed out at banquet awards ceremony
 - Need new computers for IT
 - Amanda will be willing to help with registration again
 - Will need to look into rental vehicles for next year, continuing education
 - Kelly suggested incentivizing help from non-ExComm planning members like Amanda and JT in the future (potentially covering registration and lodging)
 - Several supported this idea as a way to compensate them for their contributions and work
 - **Action:** Kathleen is throwing together a blurb for the website as a meeting summary, will coordinate with Eva
- Awards:
 - Discussed who should present awards, Zach has believed his role is largely focused on those awards which receive nominations but wondered if he should be involved in student awards and/or other awards
 - Judged conference awards may not be currently compiled or tracked in any way (check with Tom) and it might be helpful to have Zach's help in organizing this
 - In the future, Zach will take the lead to organize and consolidate presentation of awards at the banquet

- Travel awards may not need to be presented but mentioning the awards and awardees briefly would be beneficial to remind membership that travel awards are available
- Zach has noticed that different Presidents seem to have different relationship with Special Contribution awards and the presentation of them
 - ExComm believes this should still be included at the banquet but could possibly be streamlined to take less time while still balancing the ability to celebrate significant contributions
- Reimbursement
 - **Action:** Matt and Jose will touch base about reimbursements from the meeting
- 2023 meeting
 - Aquarium of the Pacific has availability during the Long Beach conference dates but currently there are 3 events but only 2 nights (room block not available the night before)
 - Aquarium of the Pacific welcome would likely cost around \$10,000 (though maybe could defray some costs)
 - Events include Aquarium of the Pacific social, banquet, poster session
 - Kelly worries about doing too much at the aquarium as they are not as organized or responsive as the Hilton
 - Best option determined to be having the poster session set up to lead into the banquet, happening on the same day
 - Could have poster session from 3-5pm and then the banquet start at 6pm
 - Could save money on food since we wouldn't need as much for the poster session
 - Need to determine a number for state and federal rates before locking in room block to try and avoid attrition rates
 - LNI room nights from this year: 48

- Might be useful to aim for something in the middle of San Diego and San Luis Obispo
- **Action:** Kelly will reach out to find registration lists for past meetings to evaluate how many state and federal workers attended

5. Officer Updates

- Secretary (Nicole Kwan)
 - Reminder of election results: Mollie Ogaz will be the next Secretary, Miranda Bell-Tilcock will be the next President-Elect
 - Terms will start September
 - Membership as of 6/10 was 326, up from 317 in May
 - Follow up with lapsed members – 88 members who did not renew in 2022
 - Craft a message to send out when sending a Save the Date for the 2023 conference and remind folks to renew
 - Make sure to be explicit about selecting Cal-Neva membership
 - Include screenshot of renewal
 - **Action:** Nicole include these updates in guidance documents for Mollie
 - Voted to approve April meeting minutes
 - Business Meeting Minutes will be approved at next year's meeting but draft minutes will be posted in the interim
- Treasurer (Jose Setka)
 - Account Balances
 - Bank of America Checking Balance as of 6/16/2022: \$60,929.06
 - Bank of America Savings Balance as of 6/16/2022: \$38,786.04
 - Merrill Lynch Balance as of 6/16/2022: \$158,246.53
 - Total: \$257,961.99 (decrease of \$19,293.98 over April 2022)
 - Annual Meeting Recap (Draft):
 - Income Total: \$35,650.67 (includes yet to be received DWR reg of \$4,470)
 - Sources
 - Clover (reg, merch, raffle): \$4,324.90

- Cash : \$1,903
 - Registration Eventbrite: \$17,752.77
 - DWR Pending: \$4,470
 - Sponsorships: \$6,500
 - Award sponsorship: \$700
 - Expenses Total: \$36,716.12
 - Hotel: \$32,951.79
 - Poster Boards: \$2,170
 - Awards: \$1,500
 - Still have some minor expenses to tally and travel support
 - Taxes:
 - Awaiting IRS response regarding 2020 tax filing issue
 - Filed an extension for tax year 2021
 - **Action:** Matt will get contact information to for remaining award recipients so Jose can send checks
- President (Matt Young)
 - Matt will coordinate a password management system for the Chapter
 - Upcoming items:
 - Revisiting budget after annual meeting
 - Think about interim events
 - Starting meeting planning sooner
 - Nothing major to report from the Western Division
- Past President (Dave Lentz)
 - Strategic plan update is ongoing, recruited Steve Brumbaugh to the committee to make the updates
 - Dave will be joining Gary on the Conservation committee in the future
 - Highlighted an “AFS and Advocacy” session at another AFS meeting
- President-Elect (Eva Bush)
 - Updates covered earlier

6. Committee Updates

- Time and Place (Kelly Souza)
 - Updates covered earlier
- Continuing Education (Cynthia LeDoux Bloom) – not present
 - Eva shared that Cynthia was wondering about approaching Lost Coast brewery for beer at the 2023 meeting
- Conservation (Gary Sprague) – no updates
- Communications (Kathleen Berridge)
 - Caught up with Lisa at the meeting, realize she didn't have full access to the website and now has the login information needed for full permissions
 - Would like to get a Newsletter out at the end of the month including meeting recap (highlight Z's session), election results, semi-annual travel awards, and save the date for 2023 meeting
 - **Action:** Matt will forward Kathleen student meeting recaps, Eva will provide a meeting recap, Matt President's message
 - Gained some interest in helping with social media, may be gaining a committee member
- Bylaws and Nominations (Ramona Swenson)
 - Election completed and new candidates confirmed (see Secretary report above)
- Grants (Shawn Acuña) – not present
 - Working on call for mid-year travel grant
- Merchandise (Chris Parker) – not present
 - Email update: total items sold at conference was 95, totaling \$917 in sales
- Exhibits/Fundraising (Andrew Hampton) – not present
- Finance (Wayne Lifton)
 - Keeping a careful eye on markets and Chapter investments
- Policy and Resolutions (Sheena Holley) – not present
- Chapter Historian (Jim Hobbs) – no updates
- Awards (Zach Bess)

- Will discuss revised award descriptions in July
- Outreach and Diversity (Esther Tracy) – not present
- Native Fishes (Damon Goodman) – not present
 - Zach provided update from Damon that he is interested in hosting a meeting in the future but is concerned about funding and wondering if past budget of \$1,500 could be added back in
 - Matt clarified that that budget item was cut from 2022 budget initially due to uncertainty around in person meeting and the annual meeting, but can be revisited for next draft

7. Student Sub-Unit Updates

- Santa Cruz Monterey Bay Area (Emily Nazario)
 - Finished up spring events and Seminar Series (which they plan to hold again next year)
 - Taking a break for the summer and will regroup in August/September to plan for future events and ExComm members
- Davis/Sacramento (Kim Luke) – not present, no update
- Humboldt (Z Zenobia) – not present, no update
- Irvine (Matea Djokic) – not present
 - Matt shared that elections are complete with Matea now as official president
 - Bank account set up
 - Working on some local volunteer events
- San Luis Obispo County (Hayley Mapes)
 - Planning to meet over Zoom in the summer, specifically working on extending to Cuesta (have contact and interest from a professor there)
 - Enjoyed ability to network and connect with other student sub-units at the meeting

8. Next meeting: 7/21 at 6pm

- **Action:** Matt will be sending out a poll about an in-person meeting as well as a casual mid-year retreat sometime this summer

ADJOURN 7:55