

**Colorado-Wyoming Chapter of the American Fisheries Society
ExCom Meeting/Conference Call
July 22, 2014
CPW Gunnison Area Office**

Notes: Rick Henderson

Attendees: Dan Brauch (President), Bobby Compton (Vice President), Rick Henderson (Secretary/Treasurer), Paul Gerrity (Past President), and Ryan Fitzpatrick were in attendance. Hilda Sexauer (WDAFS President-Elect), Mike Partlow (Colorado Mesa University Student Sub-Unit President), Ryan Fitzpatrick, Jesse Lepak, and Erik Hansen called in.

The meeting was called to order, a quorum was established, business meeting agenda approved, and the official officer changeover occurred for FY 15.

Secretary/Treasurer Report (Bobby Compton)

Bobby had previously sent the Draft Business Meeting Notes with comments to the officers for review. There were no questions. Paul motioned to approve the meeting minutes. Ryan seconded and the motion passed.

Bobby provided copies of the budget (Treasurer's Report). The final report will come out at end of July (end of fiscal year), but the print out is current through July 17. We began the fiscal year with \$72,000 and now have approximately \$69,000; this decrease is shown in the checking account. No recent expenses were discussed.

The Budget Review Committee (Lori, Ryan, Paul, Bobby and Dan) reviewed the FY 14 budget. All of FY 14 incoming funds were received with exception of printing costs for the Annual Meeting Program. The Committee is continuing to work on this.

Review of FY 15 Budget (Dan Brauch)

Dan provided an overview of the projected budget for the 2015 annual meeting which will be held at the Fort Collins Marriott the week of February 23rd. Expenses are projected to be \$33,000 with a profit of \$4,400. Overall for the year we expect a loss of \$3,600, primary due to Chapter approved travel grants to WDAFS. We need to add a line item for CSU, UW, and CMU small grants in the budget.

The group discussed that the meeting registration software 123SignUp costs increased from 3% to approximately 6% in 2014. Other options such as PayPal were discussed. The committee concluded that 123SignUp best meets our needs due to easy use of credit cards and readily available summary reports. Dan will call and attempt to negotiate a lower rate.

Ryan motioned to approve the FY 15 annual budget and Paul seconded. The motion passed.

2015 Annual Meeting

The 2015 Annual meeting will be from February 24 to 27th. Tuesday will be a travel day with welcoming social in the evening. Wednesday and Thursday will include presentations, business lunch, student social, and the Banquet. Continuing education will be on Friday.

The committee discussed whether there is a need to increase Annual Meeting Registration costs. Registration costs have not changed in three years while hotel and overall meeting costs have increased. Hilda mentioned that this is a big topic at the National level where they have discussed reducing gifts, food during breaks, quality of banquet food, etc..

We discussed whether to appoint a committee to discuss ways to reduce annual meeting costs. Hilda mentioned that the 2014 annual meeting cost of \$155 is low compared with other WDAFS Chapters. Several members mentioned that one of the biggest comments on the 2014 COWYAFS meeting was the great food during breaks and at the banquet. A committee will not be appointed to address this issue in 2015 but will instead informally consider cost savings as we finalize meeting costs.

We discussed how to maximize participation by voting members during the business meeting. We concluded that a business lunch still makes the most sense. We also discussed that students are considered Chapter members if they are members of their sub-unit whereas other members need to be members of the Parent Society. Therefore, if all members of the society are required to be in good standing with Parent Society then can students really be voting members of chapter if they are not members of Parent Society. The issue was tabled until a later date.

Committee Reports

Arrangements:

Ryan and Dan are working with Fort Collins Marriot. They have set up an account, no security deposit is needed, and will continue to work this fall on food, rooms, etc..

Chapter Archivist:

The Chapter archives are currently stored at the D.C. Booth Historic National Fish Hatchery. The hatchery has proposed eliminating the position and moving the position and all archives to their Virginia Office. In addition, the USFWS is considering closing the entire hatchery. Greg Anderson (email) asked the ExCom to consider writing a formal letter to the USFWS in support of keeping the archive position at the hatchery and/or not closing the facility. The Dakota Chapter has written a similar letter and the Western Division and some of the other Western Chapters also use this archivist.

The Environmental policy committee (Bobby, Paul, Jim White, and Erik Featherman) will call the Dakota Chapter to learn more and then make recommendation to Excom. A primary question is does it matter whether archives are stored at D.C. Booth or Virginia. Concurrently, other Western Chapters are discussing their archiving process the California-Nevada Chapter (James Hobbs) is taking the lead on addressing where to go from here. The Idaho Chapter is also looking at storage at a University. More to come on this topic.

Continuing Education:

Jesse mentioned that the committee has been in contact with the Biodiversity Institute (not sure of topic) and with Jessie Trisenski (Southern Illinois University) on Aquaculture. They are also discussing the potential for concurrent sessions.

Newsletter:

Eric Fetherman and Anna Senecal are ready to send out the summer Newsletter. They are adding highlights of fun and innovated activities that chapter members are involved in. Please send in pictures and stories.

Student Subunit Reports:

CMU – The subunit held officer elections in early November and currently has 20 members. They are working on increasing membership, had two members attended FY 14 meeting, and have \$150 in checking account. Paul suggested that at the FY 15 business meeting we should propose to Chapter members that CMU receive \$300 annually as do the other student chapters. The CMU student chapter

will notify the ExCom if they need funds prior to the business meeting. There were no updates from CSU or UW subunits.

Other Committee News:

- Laura Leslie-Burkhardt is now the chair of the Program Committee along with Christina Barrineau and Jason Burkhardt.
- The Mentoring Committee is in need of a co-chair from Colorado. Please contact Steve Gale if you are interested
- Mandy Brandt is the new chair of the Judging Committee
- The Aquaculture Committee is in need of a co-chair from Colorado. Please contact Lars Alsager if you are interested.

New Business

Improving Parent Society Membership: (Paul Gerrity)

Many annual meeting attendees do not pay for parent society membership. At the 2014 annual meeting, 35 of the 126 non-student attendees were not members (21%). Hilda mentioned that the Parent Society Membership committee is also concerned with this issue and are concerned that many biologists are not members. Possible reasons discussed are that some agencies do not promote membership in employees. The Parent Society will soon be sending a survey to ex-members, current members, and people that attend meetings but are not members to better understand this issue.

Reviewing Excom Structure: (Dan Brauch)

We discussed the addition of the CMU student president as a voting member of ExCom. Currently the ExCom is comprised of the four officers and two sub-units presidents. All agreed that we need to include CMU as a voting member. So is it appropriate to have 4 officers and 3 sub-unit presidents. Dan will review how other Chapters and Divisions have addressed this issue and present at the next ExCom meeting.

Revision of Chapter Bi-Laws: (Paul Gerrity)

We discussed a number of revisions of bilaws and procedure manual that previous ExCom's have wanted to make. The proposed changes will be sent to the membership for review at least 30 days before our annual business meeting where they will be voted on by the membership. These changes include:

1. Adding chair of fundraising committee as duty for past-president
2. New FY budget should be in **July** issue of newsletter, not Sept/Oct.
3. Change May/June to July and Sept/Oct to Nov issue of newsletter throughout the bylaws
4. Need to add an example of the Funding Request Form to the Procedures Manual
5. Put WD student travel grant into a bylaw approved expense so that it doesn't come out of the annual \$2,000 that ExCom can give out.
6. Putting student gift memberships into bylaw approved expenses so that they don't come out of the annual \$2,000 that ExCom can give out.
7. Add an extra duty for the Sec-Treas to send a request to WGFD Commissioners asking to donate a commissioner's license.
8. Potential change to ExCom; addition of CMU student president as voting member (discussed earlier in the notes).
9. Include duties of Student Liaison in procedure manual.

Other Topics:

Hilda is on the WDAFS Funding Committee for the 2015 National AFS meeting in Portland, Oregon. The committee is requesting an additional \$500 from COWYAFS, on top of the typical \$500, to help fund the meeting. A formal request will be presented at February business meeting.

Paul will soon announce the call for proposals for the FY15 professional and student grants.

Patrick Trotter sent a letter to the Chapter asking for financial support for a Special Workshop on the taxonomy and evolutionary biology of the cutthroat trout to be held at the National AFS meeting in Portland, OR in 2015. Dan will ask Patrick to present the proposal through our funding request process to be presented at the annual business meeting.

Bobby suggested that the 2016 annual meeting be held in Laramie at the Hilton Garden Inn. Everyone liked the venue last year. Bobby has contacted Nebraska Chapter about having a joint meeting.

The next ExCom meeting will be at the Fort Collins CPW Office on Tuesday, December 2nd beginning at 9 to 12. Following lunch we will conduct a walkthrough at the Marriot.

Paul motioned to adjourn the meeting. Bobby seconded and the meeting was adjourned.