

12/2/2009

ExCom meeting

Attendees: Mark Smith, Ann Widmer, Matt Kondratieff, Diana Sweet, Kathy Foster, Paul Gerrity, Beth Bear, Sarah Laske, Rick Henderson, Catherine Willard (phone), Kevin Gelwicks

**UW student updates** – Sarah Laske updated the ExCom on the UW student subunit. The subunit is small this year with 3 graduate students and 3 undergraduate students. They have been doing redd counts this fall and finished them a couple of weeks ago. They are hoping to have a couple of speakers come in and talk to the subunit next semester.

Sarah asked for some guidance on the student social for the annual meeting. They are looking into a venue. Trying to find a place where we can bring our own alcohol that is within walking distance to the hotel or where we can provide a shuttle.

Since Wayne Hubert is retiring, the subunit needs a new faculty sponsor. Frank Rahel is taking on this responsibility.

The UW subunit was encouraged to apply for support to attend the WD meetings. The funding is aimed at undergraduate student support, but graduate students might be considered.

Matt Kondratieff mentioned that all student subunits must do taxes now. They aren't hard, but that knowledge needs to be instilled in the chapters. Matt and Sarah did those immediately during the meeting.

Sarah discussed her attendance at the Student Colloquium, hosted by CSU. It appeared to be a success.

**CSU Student update** – No one was present from CSU to give an update, but the ExCom will ask Nate to give an update of the Student Colloquium at the annual meeting.

**Treasurer's report** – Diana presented the treasurers report. To date, \$3068 has been spent of the FY10 budget. Revisions to the budgeted and itemized column need to be made, Diana will complete this task.

**Fundraising Committee Report** (Kathy)

Kathy spoke to Mark Gorges (WY BLM). They will contribute \$1000 to the chapter with the caveat that two registrations for the annual meeting will be paid out of this money. She also left messages for donations with Jay Thompson (CO BLM) and Dave Winters (USFS).

**Tour of Annual Meeting Location** (Beth)

We need to change the registration for to indicate that the early registration deadline is the 10<sup>th</sup> of February instead of the 17<sup>th</sup>. This was necessary to give banquet numbers to the hotel by the 15<sup>th</sup>. Also need to add a meal option check box.

We should receive at least two rooms complementary from the hotel. Three total rooms will be complementary for the annual meeting, one for Lori Martin and two for CSU students.

It was discussed to make the continuing education workshop free to students who could attend. All agreed that this would encourage more students to attend.

#### **Program Committee Update (Rick)**

There have not been any good ideas for a plenary session, so the decision was made to forgo a plenary session this year, however, there is potential for a stream restoration discussion, with two focuses, one being approaches/techniques to stream restoration and one being monitoring.

There will also be a tribute to Wayne Hubert session with talks from his previous students. Rick will also ask him to talk about everything he has seen in the fisheries realm in the last 30 years. The Monday night social will also be a retirement party for Wayne Hubert. Rick will work with Dave Zafft to determine which students to ask to give a presentation, people to invite to the Monday night social, etc.

Discussion about changing the perception of what kind of presentations are given at the annual meeting. There have been complaints that only rigorous scientific research can be presented. We should promote more general information exchange. Perhaps a session titled: "Talks without a p-value"

It was decided not to print abstracts for the annual meeting. They will be available on the website.

#### **Mentoring Committee (Catherine)**

The mentoring committee had its first meeting yesterday. Three things were identified: 1) recognizing outstanding mentor of the chapter (call for nominations in January newsletter), 2) Provide mentor and mentees information on website (particularly from high school/college students), 3) Focus on younger kids, post programs on the website based on age groups

They also discussed the opportunity to get hatchery personnel involved in AFS through this committee.

#### **Raffle Committee (Catherine)**

The raffle committee is trying to renovate the raffle and come up with ideas to make it better. They are currently soliciting ideas. One idea offered was to allow winning numbers to select their item from the raffle instead of raffling a particular item at a time. This would allow the raffle to go more quickly. There was also discussion of finding more donors whose items are all profit (trips, etc.). The last idea was a photo contest with the framed photos raffled at the banquet.

#### **Chapter Archivist**

Greg will pitch the scanning of archives at the annual meeting. This has not been done before because the whole membership must approve the expense as it is greater than \$500.

#### **Memberships (All)**

It was decided that it is not realistic to check all the membership numbers with the parent society to make sure memberships are current.

The question was asked, how are we updating student members? If students show up to a subunit meeting, they are automatically members of the Chapter, but those names and contact information do not reach us. It was determined that the Subunit presidents should provide the Chapter that information each year.

There was discussion about the problem of "reply all" to e-mails as an issue arose this year with unsolicited e-mails due to the "reply all" feature. Beth or Steve will send out a test e-mail with the ExCom members in the BC (or blind copy) field instead of the TO field to determine if a "reply all" is sent to BC recipients. This may be a good way to stop unsolicited replies.

### **Annual Meeting Registration (All)**

The meeting registration database needs to be updated for the 2010 annual meeting. Diana will talk to Dirk and/or Tracy about updating it.

The issue of online registration was discussed. Kevin Gelwicks presented the information he had gathered about online registration.

-Cost structure: Every online registrant costs the Chapter \$1.50, if that registrant is paying with a credit card the company gets 5% (Visa or MasterCard) or 6.5% (American Express) of registration cost. Which (according to the Oregon chapter) adds up to approximately \$4.50 per person. Five dollars has been added into the registration cost to cover these fees. There is no initial start-up or monthly fees. The company does need a credit card on file, Kevin offered to use his card and we will pay him back for any costs that are accrued (which shouldn't be any). The company will send the registration fees to Diana for deposit in the Chapter bank accounts. The account should be set up within a couple of weeks. Kevin will find out how the data is organized and how we get the money and the data from the company. Diana will update the registration form and send it to Kevin to ensure that all the important registration information is included on the website.

-As an additional benefit, the company will also print nametags, send e-mails, print invoices and receipts, etc. if that service is needed.

### **Website (Kevin)**

ExCom et. al. need to be better about sending meeting minutes, budgets, etc. to Kevin to post on the website. These items are easy to post and it's a good archive of the information.

The illicit stocking website was completed and check for \$500 was sent to Mark Coleman for his work. Currently there is no connection between this website and our chapter website.

Mark Coleman is thinking about changing the format of the Chapter website. Shouldn't change much for us, but will make it easier for Kevin and Mark.

### **Newsletter Committee** (Beth and Paul)

Deadline for information that needs to go in the January issue of the Angler is January 4<sup>th</sup>. Everyone on ExCom will need to provide the pertinent information by this day.

### **Nominating Committee** (Kathy)

Ryan Fitzpatrick and Melissa Dickard are the two candidates for next year's secretary/treasurer. They should have their bio's and pictures to Beth and Paul by January 4<sup>th</sup> for the Angler newsletter.

### **AV Committee** (Paul)

It was decided that will use the projector from the hotel for the general session as it will be more convenient than using our own. Other projectors and computers that are needed for breakout rooms, practice rooms, etc. will be rounded up from the Laramie regional Game and Fish office and from Matt Kondratieff's office in Fort Collins. Paul and Bobby will coordinate student volunteers to run AV equipment during the meeting. We will have to bring extension cords and power strips, these will be rounded up at a later date.

### **Judging Committee**

It was decided to provide registration gifts for everyone, not just speakers. However, speakers should receive some recognition, such as a ribbon on their name tag.

### **Student Liaison**

Michelle will take charge of the student social and make sure the two subunits are coordinating.

### **WD midyear meeting update** (Mark)

Support for the president to attend this meeting should be added in the budget @ \$1500. It was very helpful and productive.

Travis Neebling (a new member with our Chapter) is taking over WD newsletter "tributary" committee.

There was a reminder to the chapters that they need to get a certificate of insurance for each specific event and location. Diana will do this for the annual meeting.

There was discussion about the philosophy of funding through WD – what are we accumulating money for and what types of projects are we looking to fund with this money? The money invested in the WD endowment fund is growing and there is no clear picture of what the money should be spent for. The charters of most chapters talk about promoting the networking of fisheries professionals and encouraging fisheries students. Perhaps the best use of the money is something that contributes to both of these goals. Along those lines, discussion began about the Chapter's student endowments. The question of when are the accounts large enough that we stop contributing? was asked. It wasn't decided, but it is a good thing to consider for the future.

Mark discussed the issue of advocacy. Our chapter does very little compared to other chapters. There are varying degrees of success and interest. Some pay lobbyists, some have been burned to the point where it affected people professionally, etc. Our rules about advocacy should be tightened up so that they are more clear, particularly the “majority of membership” criteria. We will discuss the chapter’s feelings about what a “majority” is and what a “quorum” is at the annual business meeting. It needs to be made clear that advocacy issues should only be those that the Chapter as a whole feels strongly about. Something also needs to be added to the “voting” section of the bylaws with particular reference to advocacy issues. We also need to have the ability to change signatories on a particular issue so that conflicts of interest do not occur. We will follow the guidelines for revising bylaws to make the necessary changes for advocacy. Ann and Mark will come up with a draft of the proposed changes and will make them available to membership 30 days prior to voting at the meeting. A note will also be posted in the angler about this issue.

The Native Fish committee has fizzled. They would like one member from every chapter on the committee, but they seem to be looking for specific type of people (technical expertise, wide geographical area knowledge). Not sure how this committee will get back up and running again.

Meeting in Albuquerque was a monetary failure, looks like SLC also will be. There is no way to get out of the contract with the hotel. If you are planning on going, people are highly encouraged to stay at the Radisson hotel where the meeting is being held.

#### **Taxes (All)**

Ann and Matt have looked into getting a new tax preparer. Lots of tax preparers will not do taxes for non-profits anymore.

The amount of money we make is actually under the amount necessary to file taxes, there was discussion about whether or not we should file taxes this year. It was decided that we should file every year regardless.

#### **Upcoming ExCom Conference Calls**

January 20<sup>th</sup> – 9:00am

February 17<sup>th</sup> – 9:00am