

## **Colorado-Wyoming Chapter of the American Fisheries Society**

### **ExCom Meeting/Conference Call**

**December 17, 2013, 10:00am**

#### **WGFD Laramie Regional Office**

**Notes:** Bobby Compton

**Attendees:** Paul Gerrity (President), Dan Brauch (Vice President), Bobby Compton (Secretary/Treasurer), Ryan Fitzpatrick (Past President), Jon Wardell (CSU Subunit President), Jessica Dugan (UW Subunit President), Christina Barrineau, Beth Bear, Steve Gale, Kevin Gelwicks, Tyler Swarr, Nathan Thompson

**Phone:** Boyd Wright, Hilda Sexauer, Lars Alsager, Jesse Lepak, Diana Miller

**The meeting was called to order and a quorum was established. The agenda was unanimously approved.**

#### **Secretary/Treasurer report (Bobby Compton)**

To date, the checking balance is \$44,353.17 with \$894.24 in expenses for FY13. The savings balance is \$12,134.89. Tax preparation will cost \$509.39 and a \$1,600.00 donation from Colorado Parks and Wildlife was received for the 2013 annual meeting. It was noted that the Laramie Hilton Garden Inn has already received a \$1,000.00 payment.

#### **Chapter Taxes (Dan Brauch)**

Taxes have been filed for FY12. FYI - the deadline is November 15 and the accountant needs balances and statements from our checking, savings, and the two endowment funds. The turn-around time is about one month. Dan has the numbers if anyone wants to examine.

UW update – Taxes are not squared away (possibly several years back), the IRS rejected their past return because the filed name was not the same as what is on the IRS file but should be cleared up within six months. They plan to get the most recent ID on file.

CSU update – They lost non-profit status but are working with IRS to get it back (need re-apply). There are some differences in names (2-3 names/tax ID on file), but will get the most recent ID and move forward with getting current. It has been 3-4 years since taxes were filed.

#### **Raffle Regulations for Colorado Meetings (Dan Brauch)**

AFS needs to obtain a raffle license and file quarterly reports in order to hold raffles in years that Colorado hosts the annual meeting. (Wyoming laws allow non-profit organizations to run raffles without a license). We had to pay \$50 fee for not filing a quarterly report in early 2013. We also don't have a raffle banking account - that is the state's main problem with our operation. We also need a games manager (Brauch is currently). Silent auctions and games of skill do not require a raffle license. The rules are complicated, but it is required that money generated from raffle needs to be deposited into a separate account and that money be spent on raffle related or other allowed expenses (includes meeting costs, student scholarships, etc). Since the raffle typically generates \$3,000, it was agreed that we want to continue to have raffles at Colorado meetings and we are in favor of opening an account. If we open a checking account, we don't want to pay fees and it will be used every two years. The secretary/treasurer will manage account.

Action Item: Compton will contact US Bank to figure out the feasibility of opening up a new account.

Action Item: We need to get this process and quarterly reporting into the procedures manual. Brauch will write up the information for procedure manual.

## **2014 annual meeting and committee updates (Paul Gerrity)**

**Registration (Kevin Gelwicks)** – He can get the website and 123 Signup running by January 7. Kevin needs a list of registration prices, banquet, and continuing education. Tentative registration costs will be member- early \$155, late \$175, student- early \$70, late \$85, retired- early \$70, late \$85, non-member- early \$170, late \$190, young professional- early \$85, late \$100, and \$90 for 1 day (member or non-member). Early registration will end Feb. 7.

Action Item – Paul Gerrity will have costs to Kevin Gelwicks by 12/23.

**Program** – nobody was on the conference call, but Paul Gerrity will call Rick and Laura to take care of that business.

Does anyone want to have a plenary session? Paul Gerrity is fine with not having one; Ryan Fitzpatrick said he had good feedback with not having a plenary session at last year's meeting. Lars Alsager is in favor of a plenary session with subject matter in the culture/management arena. He has commitments from personnel from all WGFD stations (8 total; 1 each from each station, poster or talks will be given; at least 10 presentations will be given). Hilda Sexauer is in favor of a plenary session to support aquaculture attendance. Paul Gerrity proposed a special culture session with a few longer plenary talks (including open dialogue) with standard talks mixed in. Ryan Fitzpatrick will work with CPW to get their culture folks to the meeting. It was agreed that we need buy-in from Colorado to move aquaculture committee support forward.

Meeting Schedule- Tuesday will be Continuing Education and welcoming social, Wednesday will be talks, business lunch, and student social, and Thursday will conclude with talks and banquet.

Student social – No locations have been established yet, but the Wildcatter Suite at War Memorial Stadium will be investigated. The Library Brewery was visited and the upstairs area of the restaurant was reserved as a back-up, no-cost location, for the student social. \$1,000 is available for the student social, but chapter may give more if needed. We should plan for 100-150 people at the student social.

Action Item – Paul Gerrity will contact the program committee.

Action Item – Ryan Fitzpatrick will work with CPW culture personnel to encourage participation.

Action Item – Jessica Dugan will contact UW (Wildcatter Suite) and pitch the student social as a non-profit event and try to get a discount; will ask about catering.

Action Item- CSU will inquire about kegs for the student social.

**Arrangements (Beth Bear and Steve Gale)** – Beth Bear asked for the meeting budget and a banquet menu (received during venue tour later in the day). We should count on 50 participants for the business lunch. Hilda Sexauer proposed moving the business meeting to an afternoon (with beer) to get more people to attend. We will consider this idea for the 2016 meeting (can't now because we have contracts for 2014 and 2015 business lunches). The Hilton Garden Inn was toured and the lay-out will remain the same as the last meeting.

**Continuing Education (Diana Miller and Jesse Lepak)** – The upcoming course has been arranged. The course will cover population genetics and will be taught by Chris Funk and Sarah Fitzpatrick. We are proposing \$35 for the course, and it will have ¾ day duration. Standard equipment for AV will be provided by hotel and AFS. We will waive registration fees for the instructors.

Action Item – Jesse Lepak will contact instructors about the number of participants prefer and their associated costs. He will also let us know if the instructors have special AV needs and tentative costs for course materials and instructor lodging costs.

**Awards (Jason Burckhardt)** – First call for Awards was included in the recent Angler. Getting award nominations is always difficult, so if anyone has an inkling of nominating someone for a chapter award please have them contact Jason and he'll work with them to develop a nomination. It was also proposed that the procedure manual be revised to include the Outstanding Mentor Award as it is not currently acknowledged as one of our Chapter awards.

**Fundraising (Ryan Fitzpatrick)** – He is following Matt Kondratieff's protocol and he will begin soliciting after the holidays. We will be budgeting \$3,000 for the 2014 meeting.

**Gifts (Christina Barrineau)** – She is soliciting gift ideas; please let her know if you have a good idea. There is \$500 for presenter gifts for the 2014 meeting.

**Raffle (Boyd Wright and Hilda Sexauer)** – They have solicited for raffle gifts from members in The Angler newsletter. Files have been updated and solicitation letters will be sent out by end of December. They spent \$1280.51 in 2013, and were approved to go over \$1,000 budget if needed. The process of giving out smaller items was discussed and we decided that smaller items will be bagged up together to expedite the raffle. Raffle games were proposed, such as washers, cornhole, and whack a mussel. New ideas for games should be proposed to raffle committee. Lars Alsager may have an aquaculture game and has a fish print, and more for the coming years, for the raffle. It was stated that the raffle committee takes care of framing of prints. CSU has designed their own fabric and is making shirts and will donate them for raffle.

**Action Item-** Have The Angler newsletter editors write an announcement for the photo contest.

**Registration** - Bobby Compton will be in charge of registration and Kevin Johnson will assist (Bobby will communicate with him when he needs help or days he may be gone). 123signup emails and comments will go to Bobby Compton and ExCom. Bobby will address reimbursements and tracking, and then be in charge of making sure registration materials get to registrants.

**Aquaculture (Lars Alsager)** - The new Aquaculture Committee was discussed. Please see notes above in the Program section. We still need a co-chair from Colorado. Right now it will be a special committee, if it goes well over time it can be made into a standing committee.

**Newsletter (Anna Senecal and Eric Fetherman)** – The fall issue of The Angler was completed on 12/6/2013 and sent out the following Monday. The fall version usually goes out in November, but with two new editors, the request for submission got out later than usual. To avoid this with the January issue, they both put the request and submission dates on their calendars. The request will go out January 3<sup>rd</sup> with a submission deadline of January 15<sup>th</sup>. The Angler should be out by the end of the week of January 17<sup>th</sup> or early the following week.

**Membership** – no updates.

**Mentoring (Steve Gale and Michelle McGree)** - Two emails soliciting mentors have been sent out and 11 applicants were received. They will post opportunities (by January) on the website and then solicit for mentees.

**Nominating (Ryan Fitzpatrick)** – Ryan has two nominees for the upcoming secretary/treasurer position.

**Fundraising/Vision** – Recommendations will be presented at 2014 business lunch on how to spend extra chapter money. \$2,000 was spent for a student travel grant to Mazatlan and start-up for the CMU club. Other requests must be presented at business meeting.

**Open committees (Paul Gerrity)** – AV is vacant, but Beth Bear has volunteered if nobody steps up. The Student Liaison position is also open. Paul Gerrity will continue to try to fill these positions.

### **Student subunit reports**

**UW update (Jessica Dugan)** – New officers were elected and Jessica Dugan is president, Jarrod Yelton is vice president, Zack Underwood is treasurer, and Nate Thompson is secretary. A summary of their fall activities was provided and is in the latest edition of The Angler. They are lining up speakers for spring semester, are planning a Burbot removal trip to Flaming Gorge Reservoir in February (CSU subunit was invited), are planning a spring clean-up on Spring Creek and Laramie River (with Laramie Parks and Recreation), are trying to initiate an AFS and Wildlife Society competition, are planning monthly grad-student exchanges, and are proposing a fish fry in spring to get students involved. Paul Gerrity reminded them they need to solicit volunteers for the meeting (4 hours of work for ½ registration and 8 hours for full registration).

**CSU update (Jon Wardell)** – The goals for the school year are to increase membership, participate with other university clubs, and have community involvement. They are handing out membership cards and new brochures, and purchased a tent for gatherings. The fall derby happened at College Lake (results were in The Angler) with great sponsorship and donation was given to flood victims; another derby in spring is planned. Upcoming events are as follows – Collaborative Colorado gathering with other CSU clubs, assist with CPW on upcoming icefishing derbies, got access on private land for a carp removal that will allow students to work on/manage a fishery, and providing educational and amphibian displays on campus. They are working with USFWS on an aquarium display for Colorado River endangered fish. They have made a fish pattern fabric (spoonflower.com, AFS) so clothing can be made to order at local tailor shop. These wears will be available at the AFS meeting.

**Colorado Mesa University update** – A new student subunit is being established with great help from Eriek Hansen. The actual establishment has not gone through the AFS governing board; Eriek Hansen will talk at the business meeting about their progress and participation to see what he recommends. We need to make sure to welcome and promote this new group at the annual meeting.

**Action Item** – Paul Gerrity will contact Eriek to see how the new subunit is doing and request that he provide an update at the business meeting.

### **2015 Annual Meeting Update (Dan Brauch)**

Helms Briscoe is assisting and the 2015 meeting is being planned in Fort Collins/Loveland area. The Marriott (same location as 2013) has been chosen and a contract has been signed. Dan is working to reduce hotel room costs to \$104 (now in contract), and the schedule will be similar to 2014 meeting except the business lunch will be on Thursday. Tentative dates are February 24 (Continuing Education) – February 26.

Utah and Nebraska have petitioned for joint meetings. It was recommended that Colorado host a joint meeting with Utah in the future, as Grand Junction is a good location for such a meeting. Bobby Compton will contact Nebraska to gauge their interest and discuss meeting locations.

**Winners of CO/WY Chapter Travel Grants to 2014 WDAFS Annual Meeting (Paul Gerrity)**

Recipients are Diana Miller, Jesse Lepak, and Matt Haworth. Additionally, Mark Smith, Anna Senecal, Kevin Rodgers, Bobby Compton, Koreen Zelasko, and Lori Martin were also awarded Western Division travel grants and will attend the meeting.

**New Business**

Paul Gerrity highlighted that the bylaws pay for travel expenses and registration for both student subunit presidents for every annual meeting if their respective universities will not cover their expenses.

Steve Gale introduced the need to get the outstanding mentor award into procedures manual. Changes have been proposed and were submitted in draft form for ExCom to review. Ryan Fitzpatrick motioned to change the procedure manual (including minor edits), and Paul Gerrity seconded. It was put to vote, all ExCom members voted, and was unanimously approved.

Action Item – An updated version will be given to Bobby Compton for final update in manual.

The next ExCom meeting (conference call) was scheduled for February 10, 10am.

Paul Gerrity motioned to adjourn the meeting. Ryan Fitzpatrick seconded and the meeting was adjourned.