FINAL

WA-BC Executive Committee

Conference Call Minutes

**Date:** Dec 22, 2016

**Time**: 9:00 AM

Call in information:

US: 1-800-582-3014
Canada: 1-888-626-9463
Passcode: 837490314#
Host Passcode: 567446688#

**Participants**:

Alix Blake (Pres)

Tamara Knudson (VP)-out with Pacific Netting

Gabe Temple (Pres-Elect)

Mark LaRiviere (Past Pres)

Brittany Jenewein (Communications Officer)

Erin Rechisky (Secretary)

**Regrets**:

Orlay Johnson (Student Subunit Rep)

Martina Beck (Treasurer)

Student Rep from UW Student Subunit

Student Rep from EWU Student Subunit

Student Rep BC Student Subunit

Note: Action items are highlighted in yellow.

Items that still need to be resolve/discussed in future monthly calls are written in red.

1. **Quorum Determined**
2. **Meeting Minutes:** November 2016 minutes approved. Oct minutes will be approved pending comments from Tamara.
3. **Officer Reports**

President’s report (Alix Blake):

1. WABC Chapter to host 2020 meeting with Western Division

President’s Elects’ report (Tamara):

1. Tamara received the blank Bank of America paperwork for changeover of officers on the account (also see Old and New Business below) which will be signed by all signatories.
2. Received $1000 Sponsorship check from International Pacific Halibut Commission and $250 Sponsorship check from MacDonald Environmental Sciences LTD for the 2017 AGM

Vice-President’s report (Gabe Temple):

1. Still working on contacting potential symposia chairs for 2017 AGM

Past-President’s report (Mark LaRiviere):

1. 2020 WABC/WD meeting
	1. Shawn Johnson is sending out RFP under AFS letterhead, will review draft RFP for 2020 meeting in Vancouver, BC
	2. Planning committee is working with Visit Vancouver
	3. Proposed dates: 1st, 2nd, or 3rd week in May
	4. Planning for 450-500 attendees
2. Cedarholm Endowment Fund – Larry Dominguez would like to see the initial scholarship awarded at the 2017 AGM.
3. The Cedarholm Endowment Fund Committee is developing scholarship selection criteria. They do not have a scheduled follow-up meeting yet, but committee members are generating written material for the scholarship criteria.

Treasurer’s report (Martina Beck): not on call; e-mailed info.

1. AGM registration should be open now. We will work out bugs as they arise.
2. Martina is working with Bryan on how to run reports from registration page.
3. Account balances as of Dec 19:

Checking account: $5,424.28

Savings account: $33,651.26

1. Martina transferred $2000 from the savings into the checking account to keep the balance above $5,000 in the checking account.
2. Martina will also mail off the check for the latest bill for the Premiere Global Conference Line services and this month's bill is much lower at $27.70 compared to previous bills that have been closer to $100.00. This past month's bill is essentially the flat monthly fee of $19.99 plus taxes and a small service fee ($3.00). She attached this month’s bill in case anyone is interested to see the basic breakdown.

Secretary’s report (Erin Rechisky):

1. Vemco cannot attend 2017 AGM trade show but will donate a VRTX Acoustic Receiver for the silent auction (worth ~$2k).
2. Tradeshow – responses from 4-5 people that said that they would attend. Erin has contacted >65 potential participants. She will follow up in Jan and also contact artists and artisans. Do Tamara and Alix know of any artists in Spokane that would like to participate in the trade show?
3. Tamara will email Erin and Alix when checks are received in PO Box, and cc Brittany so that she can post logos to the website.

Communication Officer’s report (Brittany Jenewein):

1. Brittany needs Final Aug and September meeting minutes for the website. Erin will send them.
2. Winter newsletter – will send out beginning of January. Alix will send a President’s report to Brittany by January 7th.
3. Will include feedback from “why I want to attend the AGM” in newsletter
4. Concerned about student subunit participation – not hearing much from them
5. Need material for Spring and Summer newsletters
6. Checked into Google Forms to replace Survey Monkey – analytical tools are not as strong, but cheaper (free). We have time to consider, Survey Monkey is paid up through October.
7. Chapter email accounts – how do we want to set them up? Gmail accounts would be easiest, but would require communications (send and receive) through the account in order to preserve content. Brittany will check into notification options. Officers would like more time to consider (see details in Nov minutes) and Erin requested we include on January agenda.
8. **Student Sub-Unit reports (Orlay):** Orlay and students not on the call.
9. Brittany e-mailed Orlay about travel awards.
10. Silent auction items:
	1. If sent from within Canada, send to Brittany (applies to packages). If sent from within the US, send to the PO Box.
	2. Who is the student organizer? Erin will ask Orlay.
11. **New and Old Business**
	1. Canadian Aquatic Resource Section (CARS) Emerging Issues (Erin)
		1. CARS meeting (conference call, December 6th):Does the WABC Chapter have an official statement on mining liquid natural gas? (Hot topic in BC). CARS may form a committee to review AFS’s policy to get Canadian input on the Mining/extraction policy
			1. If a committee is formed, should we add to our Chapter’s newsletter to gauge interest by WABC AFS members?
			2. WD has an Environmental Concerns Committee – need a representative from the WABC Chapter
			3. Erin will report back to CARS ExCom that we could try to find a Chapter member to assist in reviewing the AFS policy, and let CARS ExCom know that the WD has an Environmental Concerns Committee.
	2. Are we participating in the World Recreational Fisheries Conference- Summer 2017 Victoria in any way?
		1. World Recreational Fisheries Conference – Hosted by Freshwater Fisheries of BC. WABC Chapter advertised to conference in our past newsletter – Erin suggested maybe participating by setting up a table at their tradeshow, with AIFRB? Erin will look into it.
	3. Bank of America account – ExComm members agreed to remove Matt and Mark and add Tamara and Gabe to the WABC Chapter account.

From Tamara’s Nov 18 e-mail:

*I went into our local Bank of America branch this afternoon to inquire about changing signatory authority on our account. As it turns out, we can change our signers by mail. We will not all need to be present in order for this to occur, but we will all need to sign the same document. So...here is what we need to do....*

*Mark, Matt, or Martina will need to call the Business Contact Center to request the change forms. Call 1-888-287-4637, enter our account number, then enter last 4 numbers of the tax ID #* (tax ID intentionally removed from minutes by ER)*, and then say "Associate" to be directed to a live person. Once there, they will ask you some questions to confirm that you are who you say you are, and confirm you are currently listed on the account. From there, they should send you the paperwork. Once you sign it, mail it to the next person for their signature and once everyone who needs to sign it has, then I can take it into our local branch and they will make the changes.*

Martina’s reply (Nov 18):

*Thank you for looking into this and I am familiar with calling BOA so I can initiate the process and get the paperwork sent to me for initial signing.* (Note: paperwork was sent to PO Box (Tamara) and needs to be signed by all current account signatories.)

**Adjourn:** Call adjourned at 10:00 AM.

**Next AGM Steering Committee meeting:** January 5, 2017

**Next Chapter ExCom meeting:** Jan 26, 2017