FINAL

WA-BC Executive Committee

Conference Call Minutes

**Date:** Jan 29, 2016

**Time**: 1:00 pm

**Call in information:** International toll-free: 1-866-305-2467

**Passcode:** 260646

**Participants**:

Mark LaRiviere (Pres)

Alix Blake (Pres-Elect)

Martina Beck (Treasurer)

Erin Rechisky (Secretary)

Brittany Jenewein (Communications Officer)

Matt Klungle (Past-Pres)

Joelle Blais (UW Student Subunit Pres)

**Regrets**:

Orlay Johnson (Student Subunit Rep)

Tamara Knudson (VP)

Katrina Cook (BC Student Subunit Pres)

**2016 AGM update**

* + Alix is meeting with rep at Campbell’s Resort in Lake Chelan on Friday, (Feb 5th) to review contract, menu, rooms, etc.
    - Abstracts are trickling in. There are 7 or 8 so far. There will be more to come as we approach the deadline.
    - 16 hotel rooms are booked thus far.
  + Tamara is working on the symposia.
  + Mark: We have 3 plenary speakers. 2 have submitted bios and talk abstracts (Hal Beecher, Mike Fraidenburg). John Sirois from United Upper Columbia Tribes needs to submit talk title and bio. Mark will follow up with him.
    - Meeting sponsorship response has been good- $7000 has been pledged thus far. $2500 from WDFW. Mark needs to provide invoices to sponsors (from Martina).
    - We will have a continuing education session on Thursday afternoon after lunch (Sharing Science and Nature with the Public). Martina has set on-line registration at 30 people, but will match registration with room capacity after Alix confirms the capacity next week.
  + Martina: There are 14 registrations for AGM currently.
  + Brittany is waiting for a quote from print shops for meeting brochure. March 1st is the deadline for meeting brochure content.
  + Martina confirmed that we have agreed to fund $1500 of student travel to our AGM.
  + Brittany has established the spawning run route (same route as last time). We do not need any special permission from the city.
  + Erin has contacted a couple dozen businesses and organizations to participate in the trade show. So far, we have two confirmed exhibitors and two additional tables: AIFRB, and possibly WDFW since they are donating $2500 to the AGM. Mark will confirm whether WDFW will actually have an exhibit. Erin will follow up with those that have not responded to the tradeshow invitation.
  + E-mail from Katrina to Mark: Most BC students will not be able to attend the AGM because they are going to the Salmon Ocean Ecology Meeting in AK.
  + Silent auction items need to be sent or driven to Lake Chelan. BC and UW students will work together to find more items.
    - If items need to be sent, they can be sent to Mark:

Mark LaRiviere

Tacoma Power

3628 So. 35th Street

Tacoma, WA 98409-3192

* + Joelle: Student travel awards will inspire UW students to attend the AGM.
    - Solicitation for travel award applications will be announced via e-mail by Brittany.
    - Joelle will volunteer at the AGM. Registration is waived for student volunteers.
    - We need to designate a student volunteer coordinator. Mark will follow up with Orlay.
    - No UW auction items as of yet. Joelle will send another e-mail at UW. The first e-mail was to graduate and undergraduate students. She will send a message to faculty as well.
  + Alix will send a doodle poll to determine time for next AGM steering committee meeting.

**Officer Reports**

* + **President’s report (Mark LaRiviere):** There have been requests for funding for awards: 1)- AFS Skinner Memorial Fund ($500 for student travel to national AGM), 2) WD- asking us to sponsor their AGM with $500 as well. We don’t have money in the budget for sponsorship. There is a high likelihood that we are going to lose money on the Lake Chelan meeting. The ExCom agreed that we should not sponsor other meetings or funds.
    1. Erin will be attending WD meeting in Reno. Alix will find out if there is a meeting of the Chapters at the WD meeting. It is not currently on the schedule.
    2. Mark asked that we keep in mind candidates for future ExCom members.
  + **President-Elect’s report (Alix Blake):** see AGM update
  + **Vice-President’s report (Tamara Knudson):** not in attendance
  + **Past-President’s report (Matt Klungle):** no report
  + **Treasurer’s report (Martina Beck)**:
    - Bank of America account balance as of Jan 29, 2015:

Checking: $9,482.83

Savings: $27,017.42

* **Secretary’s report (Erin Rechisky):**
  + Determination of Quorum: Quorum determined
* Approve Nov minutes. Minutes approved.
* Approve Dec minutes. Minutes approved.
* **Communication Officer’s report (Brittany Jenewein):**
* Updating website: Award recipient list has not been updated since 2010. Matt will try to dig them up.
* Some newsletters are missing from the archive (2008-2010). Brittany will follow up with Orlay.
* Brittany has access to new website which is linked to the AFS parent site. Beth Beard at AFS is managing the AFS website. Brittany will update the new WA-BC Chapter webpage content over the next couple of months.
* **Student Representative’s report (Orlay Johnson): not in attendance**
* **Student Sub-Unit reports:**

**Katrina Cook-** not in attendance

**Joelle Blais-** Fish trivia on Feb 11th. Career development seminar on Feb 25th.

* **New and Old Business**
* none
* **Summary of Action Items**
  + Alix is meeting with rep at Campbell’s Resort in Lake Chelan and will report back at the next steering committee meeting.
  + Mark will follow up with John Sirois.
  + Mark needs to provide invoices to AGM sponsors.
  + Alix will find out if there is a meeting of the Chapters at the WD meeting (for Erin).
  + Alix will confirm the meeting room capacity next week.
  + March 1st is the deadline for meeting brochure content.
  + Erin will follow up with those that have not responded to AGM exhibitor invitation.
  + Solicitation for applications for student travel awards will be announced via e-mail by Brittany.
  + Joelle will send another e-mail to students and faculty for auction items.
  + Alix will send a doodle poll to determine time for next AGM steering committee meeting.
  + Brittany will update new WA-BC Chapter webpage content over the next couple of months.
  + Brittany will follow up with Orlay on missing newsletters.
  + Matt will try to dig up award winners from 2011 to 2015 so Brittany can update the website.

**Adjourn:** Call adjourned at 2:00.

**Next meeting:** Feb 25th 2016, 9:00 am (4th Thursday of the month)