FINAL

WA-BC Executive Committee

Conference Call Minutes

**Date:** July 28, 2016

**Time**: 9:00 AM

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

**Passcode:** 260646

**Host passcode**: 2606468

**Participants**:

Mark LaRiviere (Pres)

Alix Blake (Pres Elect)

Tamara Knudson (VP)

Martina Beck (Treasurer)

Brittany Jenewein (Communications Officer)

Orlay Johnson (Student Subunit Rep)

Erin Rechisky (Secretary)

Sam Wilson(BC Student Subunit Pres-elect)

**Regrets**:

Matt Klungle (Past-Pres)

Amaryllis Adey (UW Subunit Pres)

Bryan Witte (EWU, Salish Subunit Pres)

1. **Determination of Quorum:** Quorum determined
2. **Approve Agenda**: Agenda approved
3. **Approve Minutes:** Jan-May minutes need to be approved. The ExCom was not prepared to approve them, so Erin will resend all minutes and ask for approval via e-mail by Aug 5th.
4. **New Excom officer voting results:** 69 p voted (1/2 of last year). Unanimously in favor of Gabe Temple (WDFW- Ellensburg) as VP. Mark will invite him to the retreat in September and Brittany will send out announcement after he formally accepts; Alix will check in with him.
5. **Officer Reports**

President’s report (Mark LaRiviere)

* + Best student paper award at 2016 WA-BC AGM voting results:
* Brooke Bannerman (Western Washington University, Bellingham). Martina will issue a check for $200 (amount was confirmed after the call Martina).
* ML: The best student paper award needs to be more organized next year. We need volunteers and rating sheets during meeting, and announce the winner at the AGM if possible. Tamara assured Mark that this will happen in 2017.
	+ Does the WA-BC Chapter want to host 2020 Western Div meeting? Approximately 500 p attend which will require ~15 p from the WA-BA Chapter to help organize. The benefit is that we share the profit with the Western Division 50/50, and if the profits exceed $10k it is split 60/40 in our favor. The WA-BC Chapter meeting will likely be in BC in 2018, in WA in 2019, so that puts us back in BC in 2020 for the WD meeting (which would be lovely according to the Canadians on the ExCom).
	+ Mark will organize a 2020 WD Exploratory Committee. Any chapter or Excom member is invited to join.

President-Elect’s report (Alix Blake)

1. The WA-BC Chapter annual retreat will be on September 24th, 2016 at the Bellingham Tech Campus. Please send agenda items to Alix. More details to come.
2. Alix has been helping Tamara with 2017 meeting.

Vice-President’s report (Tamara Knudson)

1. 2017 AGM (Red Lion Hotel at the Park, Spokane, WA; April 10-13, 2017)
* We considered co-convening with Society of Freshwater Science PNW Chapter; however, they have very small meetings, no budget, and are not motivated to help organize the meeting. So we will not be co-convening with them.
* ExComm needs to get back to Tamara with feedback on hotel contract (by Aug 5th).
	+ Review room block numbers carefully. (#s from Campbell’s Resort: 4p Sunday, 62p Monday, 88p Tues, 73p Wed). Tamara suggested Continuing Ed on Monday, so no room obligation for Sunday night. Obligations for M, T and W nights might be similar to the 2016 meeting.
* Advertising the meeting:
	+ Announce again to members on list-serve
	+ Post in Western Division newsletter
	+ Post in AFS Fisheries magazine
* Theme for 2017? Send any ideas to Tamara and we will discuss at the retreat.
* Website is functioning (http://agm.wabc-afs.org/)
* Tradeshow: Erin will organize.
* Alix will help with Spawning Run
* The rest to be discussed during retreat
1. Martina will ensure that Chapter mail is transferred/forwarded to the Spokane PO box that Tamara monitors.

Past-President’s report (Matt Klungle): not on call

Treasurer’s report (Martina Beck)

1. Conference call payments will be changed from payable by check to electronic.
2. Martina sent account balances via e-mail after the call:
* Checking: $4,793.91
* Savings: $37,683.30
* I would like to suggest transferring $5,000 into the checking account from the savings account just to keep the checking account balance closer to $10,000. Unless I hear otherwise I will go ahead with transferring it over tomorrow afternoon.

Secretary’s report (Erin Rechisky)

1. Will resend Feb-May 2016 meeting minutes, and Jan as well since these were not approved in Feb. Need approval from ExCom via e-mail by Aug 5th.
2. Tradeshow, Sponsorship and Silent Action for AGM are all related. Alix will work on Sponsorship. Erin will send 2016 letter to Alix to update and edit for 2017.
3. No CARS meetings in June or July

Communication Officer’s report (Brittany Jenewein)

1. Beth Beard is the new Communications person at AFS. Our log in name and password are good and gives access to Brittany to make changes as admin.
2. Contact on current WA-BC website needs updating but Brittany does not have administrative privileges. Matt K gets website “contact us” e-mails and he forwards to Brittany. But the new website (via AFS) Brittany has admin privileges.
	* Chapter e-mail: Orlay may have e-mail password for WA-BC e-mail address. Possible password: afsWABC!! (It was suggested that we organize Chapter accounts and passwords in an Excel spreadsheet to pass down to ExCom members.)
	* Managing list-serve is complicated
	* Would like to spruce up the Newsletter.
* Maybe add a column with Q & A by students and veterans.
* ExCom contributions?
* Student contributions- Orlay will work on encouraging grad students to contribute
* Alix may write up something on AGM in Kansas City 2016

Student Representative’s report (Orlay Johnson)

1. New UW Officers as of June 2016
* President: Amaryllis Adey (aadey@uw.edu, SAFS undergrad)
* Vice President: Kayla Ellis (kaylae4@uw.edu, SAFS undergrad)
* Secretary: Zach Koehn (zkoehn@uw.edu, SAFS grad)
* Treasurer: Alex Johanson (alexmjohanson@gmail.com, SAFS undergrad)
* Communications: Grace Workman (grace1rw@uw.edu, SAFS undergrad)
* Membership: Sam Ghods (sghods2@uw.edu, SAFS undergrad)
* Zack will check the UW mailbox periodically
1. There is some confusion from others on how to establish a new sub-unit.
2. **Student Sub-Unit reports:**

Sam Wilson from Simon Fraser (PhD student, BC subunit president-elect)

* + BC sub-unit elections are in October. Two officers at UVic, 1 at SFU and 1 at UBC
1. **New and Old Business**
	* Cedarholm Endowment fund
		1. Mark will continue to explore setting up a new chapter committee to award student scholarships with this fund.
	* WD business
* Meeting metric for WD: Brittany sent Mark info on website; Mark needs numbers from Alix on 2016 meeting.
* Excom mid-year retreat. Cleave (from WD) will send info to Mark and he’ll forward to Alix (who will likely attend).

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

**Next meeting:** August 25, 2016, 9:00 AM