**Date**: March 23, 2017  
**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)

Brittany Jenewein (Communications Officer)  
Gabe Temple (Pres-Elect)  
Martina Beck (Treasurer)

Mark LaRiviere (Past Pres)  
Sam Wilson (Student Rep BC Student Subunit)

Bryan Witte (Student Rep from EWU Student Subunit)

**Regrets:**  
Tamara Knudson (VP)  
Erin Rechisky (Secretary)  
Orlay Johnson (Student Subunit Rep)

Student Rep from UW Student Subunit

Note: Action items are highlighted in yellow.   
Items that still need to be resolve/dissussed in future monthly calls are written in red.

1. **Determine Quorum:** Yes.
2. **Approve Meeting Minutes:** Jan 30, 2017 minutes. Brittany motioned, Mark seconded, all approved.
3. **Officer Reports:**
   * President's report (Alix Blake):
     1. AGM
        1. Spawning Run all good to go. Pay last fee for park ($300 today).
        2. Whoosh will cover the cost of the generator inspection.
        3. Posting Spawning Run flyers everywhere, a few non-AFS people signed up. Have a table, water station volunteers. Chiropractor contacted her.
        4. $500 from UCUT. Still bugging people a few groups [for sponsorships].
        5. Trying to get beer donations
   * President's Elects' report (Tamara Knudson): sent e-mail with updates
     1. 2017 AGM
        1. I posted the schedule in Basecamp and have attached it here for your convenience. Look under the symposia slots tab for the full schedule. You will see that two of the tabs have not been updated - please ignore those. Please review the schedule and tell me if I am missing anything. We are still missing abstracts from a few presenters in the Passage symposium, but I have left placeholders for them. I added in room names and adjusted the times. I also rearranged a few symposia (times only - not days) to better accomodate presenters and for better flow. Let me know what you think.
        2. Gabe, could you please confirm that your presentation order and what I have scheduled match? I don't want there to be any confusion.
        3. Visit Spokane is willing to donate 150 brown paper bags (with handles) that we can use for our welcome packets. They are pretty simple and straight forward with the Visit Spokane logo on them - and they are FREE! So we will plan to stuff programs into those along with a few items from visit spokane like maps and brewery info, etc. We can also put the Dry Fly Distillery donation samples into them.
        4. Good news... We still have at least 21 presenters that have not yet registered for the conference. They have their abstracts in, but still need to register. We need another ~ 30 room nights to meet our obligation so I am hopeful that we will make it:) Stay tuned.
        5. One more thing - I spoke with Melissa at the hotel this morning to confirm rooms and setup, and she said we can ONLY use the blue painters tape for the posters. We may need to send out a notice to all our poster presenters to let them know since this is not the same information we already gave them in the guide for presenters. Brittany, is this an easy fix?
   * Vice President's report (Gabe Temple):
     1. 2017 AGM
        1. Trying to finalize symposia and scheduling. Close one abstract and registration pending- might cut.
   * Past-President's report (Mark LaRiviere): (also see new business)
     1. Cederholm Scholarship
     2. 2020 Joint Meeting
   * Treasurer's report (Martina Beck):
     1. Account balances
        1. Checking: $3,831.27
        2. Savings: $40,953.02
        3. We currently have $12,398.19 in PayPal transactions that needs to be transferred into our accounts.
     2. 96 2017 AGM registrations so far. Spike in registrations on early bird deadline date.
     3. There were inquiries about government credit cards- PayPal does not accept them. Used 123signup; might be a way to bypass PayPal.
     4. Sent registration report.
   * Secretary's report (Erin Rechisky): e-mailed update
     1. 2017 AGM Update with reply from Tamara (in blue):
        1. Trade show:
           1. BioSonics inquired about the trade show last week. They were not on my list, so this is another potential vendor. Ends up they are not attending. Hopefully next year.    (Bummer - maybe next year:)
           2. I need to send out details on location, table size, equipment, etc for the trade show participants. Tamara, is all of this in the contract on Basecamp? I’d like to send the message to all participants on Friday. I just posted the schedule which will have the room locations, but I will have to get the details about the tables. Forward me all your questions regarding needs for the tradeshow, and I will contact Melissa at the Hotel RL.
        2. Symposium: Finalized. 7 speakers total. Have they all submitted abstracts and registered? All the abstracts have been received, but I do not show registrations for you, Mark Saunders, and Ben Nelson. Would you mind sending them a reminder to register? Also, remind them to say they are with our group when making their reservations. We will still get credit towards our room block, they just might not get the discounted rate.
        3. NOAA sponsorship: I e-mailed a list of items with prices (printing, park rental, or conference bags) to the acting NWFSC center director on the 16th but I have not gotten a reply. Visit Spokane is going to donate bags for us. But we could still use help on the other two items:)
        4. Mobile App: I have not had time to check out the demo. If someone wants to take over, please let me know. Or else we don’t use an app this year. No worries. We can look into it for next year.
        5. Chapter Awards: Ordered (certificate with plaque). Will be shipped to Tamara’s home (I could not use the PO Box). Thank you for taking care of this!
        6. Silent Auction- 2 books still at Brian Riddell’s house for me to pick up. Will you be bringing them or sending them with someone else? Are these two books accounted for already on the silent auction list?
   * Communication Officer's report (Brittany Jenewein):
     1. 2017 AGM
        1. Printed program. Alix- concernd about sponsor page, make logos bigger.
        2. Putting abstracts on the meeting website
   * Student Representative's report (Orlay Johnson): not on call.

1. **Student Sub-Unit reports:** 
   * Sam Wilson (BC Student sub-unit)
     1. 2017 AGM:
        1. Got everything from BC for silent auction.
        2. Creating bidding pages, so need a copy form last year
        3. Contacted other student sub-units regarding silent auction but no response. (see BW)
        4. Posted volunteer schedule to Basecamp but messed up permissions
     2. Fish trivia at the end of the month.
     3. March for Science April 22.
   * Bryan Witte (EWU student sub-unit)
     1. 2017 AGM
        1. Regarding silent auction: gear from EWU and Fishes of the Columbia and Snake River Drainages
        2. 3 confirmed for student/mentor mixer. Shawna sent list of question to BJ.
     2. Sub-unit: 3 students graduated 4 members left. 1st Friday of next quarter hoping to recruit new members.
2. **New and Old Business**:
   * 2018 AGM plans: Gabe circulated venue options in Kelowna. A couple might be acceptable. Contacted Coast Capri for a few more details (food and beverage min?). Also Director of Events at UBC is putting together an estimate. Separate contract for room rental, catering, A/V, etc.; he will circulate when received.
   * Bellingham Technical College submitted application to AFS to create a student sub-unit. John Ormon gave them suggestions and they have a couple of weeks to re-submit. BJ suggested announcement.
   * Cederholm Scholarship: Confirm scholarship committee recommendation for award. First set of scholarships. Gabe- motion to approve, Mark seconded, all in favor. Plan to send out announcement early next year. Naomi (the 2017 winner) will be at the meeting, the two other winners cannot attend. The award will be presented at the Business Lunch.
   * WD2020 meeting- Govt room rates increase on May 15th so should have the meeting earlier than that. The committee wants the meeting in the Vancouver area but does not have to be right downtown. Shawn Johnston sai we can resubmit RFP and if we liberate the date we should get more and more competitive proposals.

**Adjourn:** Call adjourned at 9:45 AM.

**Next Chapter ExCom meeting:** April 27, 2017 9:00 AM.

**Next AGM Steering Committee call:** March 30th?