FINAL

WA-BC Executive Committee

Conference Call Minutes

**Date:** Jan 30, 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)

Gabe Temple (Pres-Elect)

Brittany Jenewein (Communications Officer)

Erin Rechisky (Secretary)

Orlay Johnson (Student Subunit Rep)

Sam Wilson (President of BC Student Subunit)

**Regrets**:

Mark LaRiviere (Past Pres)

Martina Beck (Treasurer)

Student Rep from UW Student Subunit

Student Rep from EWU 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:** October minutes approved. December minutes approved. Erin will send final December minutes to Tamara submit to Bank of America as proof that we have had a change over in ExCom Officers.
3. **Officer Reports**

President’s report (Alix Blake):

1. Will report on AGM planning on next AGM call

President’s Elects’ report (Tamara):

1. Bank of America paperwork for changeover of officers on the account. Bank of America suggests sending the documents around for signatures (as opposed to scanning), so that’s how we will proceed.
2. AGM steering committee calls were on Jan 5th & 18th 2017

Vice-President’s report (Gabe Temple):

1. No report on general business, but Gabe will send AGM planning progress to Tamara because he is not able to make the AGM call on Wed.

Past-President’s report (Mark LaRiviere): not on call.

Treasurer’s report (Martina Beck): not on call.

1. E-mailed balances:

Checking account: $4,366.34
Savings account: $37,351.85

Secretary’s report (Erin Rechisky):

1. Erin sent Brittany final versions of July, August, September and November meeting minutes for the website on Jan 4th. As noted above, October and December were approved on this call. Erin will send final versions to Brittany for website.
2. Canadian Aquatic Resource Section (CARS) Emerging Issues:
	1. Erin reported back to CARS ExCom (Jan 4th 2017) 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. Alix needs some additional information about what CARS would like from the Chapter (or Western Division), regarding mining and fossil fuel extraction. She mentioned it on the Western Division call and they requested more information.
	3. Erin does not think that CARS has taken any action to develop an official statement on LNG or pipeline development in Canada, or to review AFS statement on Mining and Fossil Fuel Extraction. If they do, we can report back to the Chapter and WD and put out a call for reviewers, if necessary. Alix can tell the WD that it is an emerging issue within CARS and if action is needed by the Chapter or Division, they may be in touch.

Communication Officer’s report (Brittany Jenewein):

1. Chapter email accounts:
	1. We can create gmail accounts and forward to another account, but need to reply via the original (g-mail) account. There are complications for the 4-year president elect-past president term, e.g., president@wabc vs. alix@wabc. For other positions it would work well.
	2. We can ask other chapters how they pass on info. Alix will ask WD and other chapters how they deal with ExComm e-mails.
	3. ExCom still has not decided how to proceed.
2. Social Media:
3. There are a lot of updates to the job board
4. More activity on Facebook and Twitter, more followers, and Facebook event shared by Western Division.
5. Newsletter
	1. Brittany has not gotten a reply from Eastern sub-unit reps for the past two months so she has no update to report for the newsletter. Orlay will e-mail Paul Spruell (Assistant Prof) at Eastern; Alix will go to Eastern and follow up.
	2. Format- An e-mail with options was sent from Brittany for ExCom review. The example templates in the e-mail are expensive, but Brittany could recreate it in Microsoft Publisher. Tamara likes the AIFRB format (newsletter in an e-mail format with hyperlinks as opposed to a pdf). Others do as well, but need to make sure we can archive each newsletter. Alix will ask AFS which template they use for newsletters (they use an e-mail based newsletter format similar to AIFRB). Brittany will change to a new format for the Spring newsletter.
	3. Alix suggested we add a section featuring a hatchery, program or organization in future newsletters.
6. **Student Sub-Unit reports (Orlay):**
7. Orlay sent out info about meeting and competitions (travel award and best paper/presentation) to chapter sub-units. Activities are planned in BC. No info from Eastern sub-unit.
8. Orlay cannot attend AGM call later this week so we had a discussion regarding student participation in the meeting.
9. Tamara to Orlay: Have you thought about student judging criteria for AGM? Orlay has criteria used for past meetings.
10. Orlay on mentor event. Students would like to have contacts for next steps. Students want to have mentors that can advise on what you need to get a job.
11. Format for student-mentor social.
	* Brittany e-mailed the steering committee a poster from Ontario AFS Chapter mentor social and mixer. They had a good turn out (they have a large network of labs at Universities). They had a 5 member panel with reps from each sector. Panel members introduced themselves and were give 2 questions to answer. There were also questions from the floor. There was a moderator for the panel to determine which question suited each mentor. The mixer lasted ~1hr but could have gone longer. It was held in a private room in a pub (free) and there were ½ price appetizers.
	* Orlay: could do it a pub or hotel, but need a small room.
	* Brittany could request panelist volunteers in the newsletter and e-mail.
	* The mentor-student mixer is tentatively scheduled for Tuesday night of the AGM
12. ExCom has discussed a potential student volunteer registration change. Student volunteers will possibly pay up front and be reimbursed after the meeting to ensure they fulfill their obligation.
13. **Update from BC student sub-unit from Sam Wilson**
14. The first BC sub-unit meeting of the year was last week
15. Trivia night planned for March (45 people attended in Nov!)
16. Sam will call in to AGM meetings for AGM updates (Sam has volunteered to organize the silent auction)
17. **New and Old Business**
18. 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 checked the price; it’s $1200 CAN + tax. CARS suggested they might be able to help in some way with the cost of the table.
19. WA-BC Chapter is hosting the 2020 Western Division meeting
20. Vancouver has been chosen for the city
21. Vancouver Hotel options
	* Approval needed from WA-BC and WD ExCom on the Pinnacle Hotel as soon as possible.
	* Proposals from 3 venues were reviewed by the committee. Pinnacle offered the best benefits for the cost.
	* $230 CAN per night which is currently $176 USD (the Canadian price will be set in the contract but the exchange rate could change). On May 15th of each year the hotel rate goes up, but the meeting is planned for May 10th-14th.
	* A $15 rebate is given to the Chapter/Division for each room night
	* US govt per diem: We need to confirm this. The US Govt rate is $149 USD through May 14th, so this would not cover the $176 USD rate. We would need to verify that the hotel would be willing to reduce the cost to match the posted US Govt rate. The proposed rate of $230 CAD is what the rate would be after May 15th which is after the conference is over. But I have not seen anything in the proposal that indicates that the rate would match the Govt rate before May 15th. If the hotel is willing to honor the $149 US Govt rate, then this proposal should be updated to reflect that before an agreement is made.We need t confirm the rates and dates.
	* The hotel will honor the CAN govt. rate in 2020.
	* The 40% room block for govt rate may not accommodate the number of government attendees. We need to ask WD about the proportion of government employees that typically attend WD meetings.
	* Parking is available at the hotel at a cost of $7.50 CAD hourly or $26 CAD per night. Valet parking is available for $32 CAD daily. There is not a shuttle from the hotel to airport, but they are very close to Waterfront Station (a 5 min walk), which has a Skytrain that gets you to the airport in about 30 minutes.
	* Now is not too early to book for 2020. We can expect 450-500 p.
22. Concern was expressed about cross travel border given past US govt shut down and the current political situation.
23. Cedarholm Scholarship – Larry Dominquez has released a draft of the scholarship criteria for review. The scholarship committee is planning to award the first 3 scholarships from the endowment fund at the 2017 AGM. Additional details will be discussed during the Feb. 1, 2017 steering committee call.

**Adjourn:** Call adjourned at 10:05 AM.

**Next AGM Steering Committee meeting:** Feb 1, 2017

**Next Chapter ExCom meeting:** Feb 23, 2017