



AFS BioEngineering Section Monthly ExCom Meeting Notes

Date Tuesday, May 14, 2019. 12:00-1:00 pm EST (9:00-10:00 am PST)

Meeting: Monthly BES ExCom Meeting

Location: Conference Call Line - +1 (877) 602-3943 (Passcode 421809)

Subject: Meeting Notes

1. Attendance

- Current BES Officers
 - Dana Postlewait – President (present)
 - Mike Garelo – Past President (not present)
 - Dan Giza – President Elect (present)
 - Jessica Pica – Secretary/Treasurer (present)
- BES Committee Representatives
 - Kathy Hoverman – AFS/BES - ASCE/EWRI Joint Committee Chair (present)
 - Randy Beckwith – BES Technology Committee Chair (present)
 - Patrick O'Rouke – BES Resource Policy Committee Chair (not present)
 - Gordon Clark – BES Digital Media Chair (present)

2. Call meeting to order:

- Quorum
- Approve 4/9/19 meeting notes – Dana motioned, Dan second

3. Revisions to Agenda

4. Announcements

5. Treasurer's Report

- Account Balances:
 - General Business Account
 - Checking: \$20,810.90
 - Ned Taft Award Fund - \$1,729.60
 - In the past \$1,000 given to 1 student but need to investigate if more than 1 student can receive
 - Expenses:
 - Received membership fees check for \$1,820.50 – will deposit soon
 - \$5 monthly maintenance fee for Ned Taft account – will investigate in future
 - Account transition status
 - Jessica has access to BoA online account. Signatory process in the works.

6. BES Business

- **Digital Media**
 - Web page
 - Bylaws to include digital media subcommittee
 - Website update will include ExCom and Committee Chairs contact information, meeting agenda and notes, comparison of BES and joint committee, etc.
 - All information/documents will be on web page by June except for communities page.
 - Update on activities since last meeting (Gordon C.)
 - Will use Google drive to share documents
 - Master directory list for status and dates of documents
 - Once finalized will be updated to web page
 - Will send process guidance out following June 3rd meeting to discuss process and will send guidance out following
 - Goal to have up and running by mid/end of June
- Listserve
 - move to web community

- Issues to be addressed when this moves forward include copyrights, how to moderate/assign moderator, MOU with ASCE

- Social Media
 - Science-Communication Section – reach out to Solomon David
 - Keep on list, discuss again after web sites work
 - see 1/29/19 ExCom notes for details

- Logo
 - Keep on list for future
 - see 1/29/19 ExCom notes for list

- **Committee Updates**
 - Technology Committee (Chair – Randy Beckwith)
 - See AFS-TWS 2019 annual meeting section

 - Education Committee (Chair – TBD)
 - Put on next annual meeting agenda to nominate chair, will send notices and post on web page once working
 - Randy will volunteer as chair until annual meeting vote

 - AFS-BES/ASCE-EWRI Joint Fish Passage Committee (Chair – Kathy Hoverman)
 - Officer voter happening currently - extending officer term 1 year
 - Goal to be more present at AFS since no Fish Passage Conference this year
 - Next webinar – end of May

 - Resource Policy Committee (Chair - Patrick O'Rourke)
 - Patrick briefed Dana prior to call, this committee has no updates this period

- **BES Membership Involvement**
 - Webmaster.
 - Committee chairs: Education Committees.
 - Joint Fish Passage Committee Webinars. Send ideas for new topics and recruit speakers.

- Symposia, workshops, publications, and technologies
- 2019 AFS Officer Election Voting – Dana/Jessica to distribute
- Alaska Biomap, Inc. job posting distribution – Mike/Jessica to distribute

- **Updating Bylaws**
 - Dana brief on Bylaws – Dana working on, deliverable goal by June
 - Dana brief on BES Annual Calendar – Mike working on, deliverable goal by June

- **Administrative, Reporting**
 - The new Governing Board Reporting Tool is active as of 3/22/19

7. Conferences/Training Opportunities

- 4th Dam Removal Europe Seminar, May 22-23, 2019 Parnu, Estonia.
 - See email from Herman Wanningen
 - Focused on European countries

- 2019 Pacific Northwest Fish Screening and Passage Workshop, September 16-19, 2019, Walla Walla, Washington – distribute to membership once website finalized

- AFS-TWS 2019 Annual Meeting, Reno, Nevada. Sept 29-Oct 3, 2019.
 - Courses/Symposia
 - Innovations in Fisheries Bioengineering – Blending Ecology, Engineering, and Policy to Address Current Challenges
 - ◆ 23 presenters approved
 - ◆ Dana has 20 minute time slot in beginning to talk about BES
 - ◆ AFS Fish Habitat Section sponsorship.
 - ◇ FHS would:
 - promote the symposium to our 700+ Section membership via Facebook and email to encourage attendance at BES symposium
 - FHS Awards Committee would include any student presenters in BES symposium in FHS Best Student Presentation award competition
 - students and young professionals presenting in BES symposium would be eligible to apply for a Travel Award that FHS offers

- ◇ BES would:
 - work with AFS/Confex to have the “AFS Fish Habitat Section” listed as a symposium sponsor
 - help identify student presenters for judging purposes
 - help FHS inform BES student and young professional presenters of FHS travel award that could help them to attend if they are need
- ◇ Dana motioned to approve, Dan second, Randy/John to reach out to FHS
- Posters
 - “Where Biology and Physics Converge - Joint Committee on Fisheries Engineering” abstract accepted
 - ◆ People needed to present, unclear if help is needed for development
- Dam Removal Training Workshop
 - BES to fund \$2,000 of \$3,000 travel for two instructors (approved last meeting) and Cal-Nev will fund \$1,000 (approved last week)
 - Instructors found – Brian Graber and Thomas Hepler
 - Plan is to send reimbursement check after the annual meeting
 - For more course details see 3/22/19 meeting notes
- Travel Awards – see email dated 3/28/19 from Lauren Maza to get the word out.
 - Send emails to the BES membership in May then announce on web page in June.
- World Fish Migration Day, May 16, 2020.
 - <https://www.worldfishmigrationday.com/>
- Fish Passage 2020. Lisbon, Portugal. June 29 – July 3, 2020
- AFS 2020 Annual Meeting, Columbus, Ohio. Aug 30 – Sept 3 (AFS 150th Anniversary)
 - 150th Anniversary AFS Section Exhibit
 - Create committee and get organized by June/July

8. Next Meeting

- 2nd Tuesday of each month – June 11, 2019 at 3 pm EST / 12 pm PST

9. Adjourn

Action Items

1. Ned Taft Award
 - Need to recruit volunteers to help replenish funds, Mike to follow up, April 1 post funds
 - Email recruitment notice in May (Dana/Jessica)
 - Post recruitment notice in early June once website is working
2. Change bank signatory
3. Web page
 - Add 150th anniversary living document
4. Listserve
 - Kathy to continue coordinate with Rachel (Copyrights, moderator, MOU with ASCE)
 - Gordon and Dana to share draft listserv with Kathy
5. Social media
 - Reach out to Solomon David (Science-Communication Section) – future
6. Education Committee
 - Chair nominations – Randy to volunteer until annual meeting vote
 - Put on next annual meeting agenda
 - Send notices and post on web page once working
7. Update bylaws – include digital media subcommittee – done by June for distribution
8. BES annual report filing – Dana to coordinate with Mike – due end of June
9. AFS-TWS 2019 Fish Habitat Section sponsorship for Innovation in Fisheries Bioengineering symposium – Randy/John to reach out to FHS about approval
10. AFS-TWS 2019 Dam Removal Training Course
 - Dana to contact L. Wildman about approval and reimbursement, loop Mike in
11. AFS-TWS 2019 Joint Committee poster – people needed to present poster and possibly for poster development
12. Dana to reach out to Jesse about conference attendance issues
13. AFS 150th Anniversary Exhibit – discuss on next monthly call
14. Contact Chris Moffit about Hutton contribution in June
15. Sean Landsman will send survey link, ExCom will email to AFS members
16. 2019 AFS Officer Election Voting distribution – Dana/Jessica to distribute
17. Alaska Biomap, Inc. job posting distribution – Mike/Jessica to distribute

Completed Action Items (this period)

1. Web page
 - a. Dana to verify access for Randy and Jessica
 - b. Dana to provide Beth our emails for access for shared document
 - c. Gordon to contact Rachel about the BES priority task list for updating the web page and potential overlapping components between the groups web pages
2. Dana to respond to Jesse about relevant TWS working groups
3. Dana contact Lauren Maza, looking for course speakers at Reno – BES can provide access to membership