



AFS BioEngineering Section Monthly ExCom Meeting Notes

Date Tuesday, July 16, 2019. 5:30-6:30 pm ET (2:30-3:30 pm PT)

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 (present)
 - Gordon Clark – BES Digital Media Chair (present)

2. Call meeting to order:

- Quorum
- Dana motioned to approve 6/11/19 meeting notes, second: Dan

3. Revisions to Agenda

4. Announcements

Governing Board call 7/16/19 – BES got a shout out for using the website, Dana to send out agenda and attachments. Approved Georgia bylaws so good example for us.

Deadline: report tool by end of August. New code of conduct for meetings and being a member.

5. Treasurer's Report

- Account Balances:
 - General Business Account
 - Checking: \$24,292.40 (as of 7/15/19)
 - Ned Taft Award Fund - \$1,719.66 (as of 7/15/19)
 - In the past \$1,000 given to 1 student but need to investigate if more than 1 student can receive
 - Expenses:
 - Checks deposited 6/24/19
 - \$1,820.50 membership fees
 - \$1,640.00 section dues refund (1/1-12/31/2018)
 - \$21.00 royalty payment from 2018 publication sales
 - Total deposit: \$3,481.50
 - Waiting for clarification on what exactly checks are for
 - \$5 monthly maintenance fee for Ned Taft account – will investigate in future
 - Account transition status
 - Jessica and Jon Black working on signatory process.

6. BES Business

- Digital Media
 - Web page
 - Update on activities since last meeting (Gordon C.)
 - Content is in the process of being updated
 - Some content is updated and waiting to be uploaded to webpage
 - About Us content to be reviewed by executive committee and chairs
 - Issues with creating Google Doc from government account
 - Descriptions of committees to be reviewed and added to webpage

- ◆ The Resources Policy committee is a participant not BES committee. Will add details to webpage.

- Listserve
 - move to web community
 - Issues to address when this moves forward include copyrights, how to moderate/need for a 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)
 - No updates

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

 - AFS-BES/ASCE-EWRI Joint Fish Passage Committee (Chair – Kathy Hoverman)
 - FPC 2020 Portugal
 - Webinar coming up in September
 - WFM webinar end of year
 - Ex Com terms extended 1 year so election June 2020 rather than June 2019

 - Resource Policy Committee (Chair - Patrick O'Rourke)
 - Recovering Americas Wildlife Act updates

- **BES Membership Involvement**
 - Add to annual meeting agenda

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

- **Administrative, Reporting**
 - The new Governing Board Reporting Tool is active as of 3/22/19
 - Dana/Mike to coordinate in populating the BES update by August

7. Conferences/Training Opportunities

- 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.
 - Annual meeting: Tuesday, October 1, 2019 at 5:15 – 6:30 pm PT (Peppermill Hotel, Rm: Sorrento 1)
 - Infographic – see new draft, discuss edits or approval
 - Courses/Symposia
 - Innovations in Fisheries Bioengineering – Blending Ecology, Engineering, and Policy to Address Current Challenges
 - ◆ AFS Fish Habitat Section sponsorship.
 - ◇ See 5/14/19 meeting notes for details
 - ◇ Schedule out – Wednesday 10/2 8-11:50am and Thursday 10/3 8am-4:40pm
 - Modeling to support anadromous fish restoration
 - ◆ BES sponsorship – promoting to membership
 - Posters
 - “Where Biology and Physics Converge - Joint Committee on Fisheries Engineering” abstract accepted
 - ◆ Marcin Whitman to draft poster and business cards and will need people to review
 - ◆ Needs volunteers to stand at poster

- ◆ Randy will be main contact but cc ExCom
 - ◆ Call July 29, 2019 at 12:00 pm ET
 - Dam Removal Training Workshop
 - BES to fund \$2,000 for two instructors and Cal-Nev will fund \$1,000
 - ◆ Mix up with funding needed, Laura requested \$3,000
 - ◆ Dana to connect with Laura
 - ◇ Outcome: Laura can still use the full \$3,000 if we agree to fund.
Motion to be discussed at this ExCom call
 - Dana motioned to fund \$3,000, Dan second
 - 2/3 class full as of 3 weeks ago
 - Instructors– 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

- Tuesday, August 20, 2019 at 12 pm EST / 9 am 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) once webpage is working
 - Post recruitment notice in early June once website is working
 - Dana to talk to Mike about details on Ned Taft Award funding
2. Change bank signatory – in progress
 3. Google To Do Lists
 - 150th anniversary living document
 - Annual Business Meeting agenda
 - Draft email for BES members once webpage is running
 - BES Infographic edits
 4. Listserve
 - Kathy to continue coordinate with Rachel (Copyrights, moderator, MOU with ASCE) – in progress
 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 August for distribution
 8. BES annual report filing – Dana to coordinate with Mike – due August 31, 2019
 9. Sean Landsman will send survey link, ExCom will email to AFS members – pending
 10. Dana to forward new AFS procedures manual and new constitution and rules

Completed Action Items (this period)

1. Checks deposited to checking account: \$3,481.50
2. Gordon and Dana shared draft listserv with Kathy
3. AFS-TWS 2019 Fish Habitat Section sponsorship for Innovation in Fisheries Bioengineering symposium – Randy/Jon reached out to FHS about approval
4. AFS-TWS 2019 Dam Removal Training Course – Dana contacted L. Wildman about approval and reimbursement
5. Dana forwarded Recovering Americas Wildlife Act updates