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 Garello – 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’Rouke)
    - 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

  • 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.

  ◦ https://www.worldfishmigrationday.com/


- 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 listserve 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