



# AFS BioEngineering Section Monthly ExCom Meeting Notes

Date Thursday, September 26, 2019. 4:30-5:30 pm ET (1:30-2:30 pm PT)

Meeting: Monthly BES ExCom Meeting

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

Subject: Meeting Notes

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## 1. Attendance

- Current BES Officers
  - Dana Postlewait – President (present)
  - Mike Garelo – Past President (present)
  - Dan Giza – President Elect (present)
  - Jessica Pica – Secretary/Treasurer (present)
- BES Committee Representatives
  - Kathy Hoverman – AFS/BES - ASCE/EWRI Joint Committee Chair (not 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 8/20/19 meeting notes, Dan second

### **3. Revisions to Agenda**

### **4. Announcements**

### **5. Treasurer's Report**

- Account Balances:
  - General Business Account
    - Checking: \$24,292.40 (as of 9/24/19)
  - Ned Taft Award Fund - \$1,709.72 (as of 9/24/19)
  - Expenses:
    - \$590 due to AFS for website hosting and migration fees
    - \$150 AFS conference teleconference line
    - \$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
    - Gordon sent outstanding webpage updates list to ExCom
  - Social Media
    - Science-Communication Section
    - 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 (Temporary Chair – Randy Beckwith)
    - No updates
  - AFS-BES/ASCE-EWRI Joint Fish Passage Committee (Chair – Kathy Hoverman)
    - No updates

- Resource Policy Committee (Chair - Patrick O'Rourke)
  - No updates
  
- **Updating Bylaws**
  - Bylaws – Dana working on, close to being done for ExCom review, revised deadline to end of October. Then send to constitutional consultant.
  - BES Annual Calendar – Mike working on, deliverable goal by end of October.
  
- **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 annual conference.

## 7. Conferences/Training Opportunities

- 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)
    - Agenda (keep agenda brief overview – all details will be included in notes)
      - ◆ Announcements – sponsored symposium, poster, workshop
      - ◆ Treasurer's Report – income, expenses, Ned Taft Award (advertise, Jenna, move to BES Business)
      - ◆ Committee Updates – what details do we want to report?
        - ◇ Joint – Jon, Marcin, or Dana to report
        - ◇ Technology – Randy update
        - ◇ Education – Randy update
        - ◇ Policy – Patrick update
      - ◆ BES Business
        - ◇ Bylaws
        - ◇ Digital media (webpage updates),
        - ◇ Ned Taft Award details
        - ◇ Opportunities for membership involvement
          - Get small list of people that are interested in getting more involved, no particulars yet but will send out emails later
          - Elections next year
        - ◇ SUGGEST DELETE FOR MTG, BORING STUFF - bylaws

- ◆ Upcoming conferences
- ◆ Education Committee election, motion for candidates – Randy for remainder of officer cycle – don't think committee members need election (check bylaws)
- Infographic – revisions/comments sent to AFS – (we discussed, did we get our edits to lead? - discuss at meeting)
- Courses/Symposia
  - Innovations in Fisheries Bioengineering – Blending Ecology, Engineering, and Policy to Address Current Challenges
    - ◆ Jon Mann opening remarks, Dana close out about BES, ExCom wave hello
    - ◆ 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 and Jessica Pica drafted poster. Marcin finalized, poster is ready.
    - ◆ Needs volunteers to stand at poster Monday September 30, 5:30-7:30 pm PDT. (I think we're set and can delete this from annual bus meeting, maybe remind folks that we did it?)
    - ◆ Gordon and Dan provided comments that were incorporated.
    - ◆ Business cards to include: BES and Joint Com meetings, ExCom contact info, main webpage - done
- Dam Removal Training Workshop
  - BES to fund \$3,000 for two instructors and Cal-Nev will fund \$1,000
  - 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
  - Laura has confirmed, will lead and submit expense report
- Travel Awards – see email dated 3/28/19 from Lauren Maza to get the word out.

- OLD – update for next year? Send emails to the BES membership in May then announce on web page in June.
- NED Taft Award
  - ◆ Jenna Rackovan fisheries biologist with Alden joined the call and volunteered to lead the Ned Taft award efforts
    - ◇ Organizing and improving the somewhat non-existence nomination and selection process
    - ◇ Advertising the award to solicit nominees
    - ◇ Keep track of nominees
    - ◇ Raising funds which could include getting a donation button on a website, sending letters/emails to contacts or organization for donations, getting donations from fish passage events/workshops, etc.
    - ◇ Keeping the BES Executive Committee updated on progress/status
    - ◇ Donate funds while signing up for AFS? Dana to pass along to governing board.
- World Fish Migration Day, May 16, 2020.
  - <https://www.worldfishmigrationday.com/>
  - Call for volunteers to assist, highlight this opportunity
- Fish Passage 2020. Lisbon, Portugal. June 29 – July 3, 2020
- AFS 2020 Annual Meeting, Columbus, Ohio. Aug 30 – Sept 3 (AFS 150<sup>th</sup> Anniversary)
  - 150<sup>th</sup> Anniversary AFS Section Exhibit
    - Create committee and get organized
      - ◆ Action item for annual business meeting, good opportunity to get involved

## 8. Next Meeting

- Friday, October 25, 2019 at 12 pm ET / 9 am PT

## 9. Adjourn

## Action Items

1. Ned Taft Award
  - Email recruitment notice (Dana/Jessica/Jenna) once webpage is working
    - set timeline
  - Post recruitment notice once website is working
    - set timeline
  - Dana to talk to Mike about details on Ned Taft Award funding
  - Dana to contact Governing Board about the possibility of donating funds to BES or Ned Taft Award while registering for AFS membership
    - Will do at 9/28/19 gov bd mtg
2. Change bank signatory – in progress
3. Listserve
  - Kathy to continue coordinate with Rachel (Copyrights, moderator, MOU with ASCE) – in progress
4. Social media
  - Reach out to Solomon David (Science-Communication Section) – Dana to contract at 9/28/19 gov bd mtg
5. Education Committee
  - Chair nominations – Randy to volunteer until annual meeting vote
    - Send notices and post on web page once working
6. Update bylaws – include digital media subcommittee – done by end October for ExCom
7. BES annual report filing – Dana to coordinate with Mike – due by conference
8. Sean Landsman will send survey link, ExCom will email to AFS members – pending
9. Dana to forward new AFS procedures manual and new constitution and rules

## Completed Action Items (this period)