



AFS BioEngineering Section Monthly ExCom Meeting Notes

Date Friday, March 13, 2020. 12-1 pm ET (9-10 am 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'Rourke – BES Resource Policy Committee Chair (not present)
 - Gordon Clark – BES Digital Media Chair (present)
 - Jenna Rackovan – Ned Taft Award (present)

2. Call meeting to order:

- Quorum (quorum only needs to be noted, no need for motion)
- Approve 2/17/20 meeting notes – Dan motion, Dana second

3. Revisions to Agenda

- AFS unit tax administration webinar, March 31, 2020 1-2 pm ET – Dana, Dan, and Jessica to attend since we're out of compliance

| | | | |
|------------------------------------------------------|----------------------------------------------------------------|------------------------------------------------------------------|-------------|
| American Fisheries Society BioEngineering Section | Michael Garelo – Past President Dana Postlewait – President | Dan Giza – President Elect Jessica Pica – Secretary/Treasurer | Page 1 of 8 |
|------------------------------------------------------|----------------------------------------------------------------|------------------------------------------------------------------|-------------|

4. Announcements

5. Treasurer's Report

- **Account Balances**
 - General Business Checking: \$21,123.17 (as of 3/9/20)
 - Ned Taft Award Fund: \$1,679.90 (as of 3/9/20)
- **Expenses**
 - \$5 monthly maintenance fee for Ned Taft account – will investigate in future
- **Account transition status**
 - Jessica and Jon Black working on signatory process.
 - Dan did ping Jon Black
- **Banks**
 - Dana investigated previously online banks with no minimums and 2% interest
 - *ACTION*: Dana to get Jessica online banking info, Jessica to investigate other banks
 - Ally bank

6. BES Business

- **Ned Taft Award**
 - Dana did ask Doug Austin and Dan Cassidy about donating funds to BES or Ned Taft Award while registering for AFS membership, they thought it would be good idea, not a big deal, Eva would administer, Dana did ping Eva
 - *ACTION*: Jessica to send out second membership call for applications by end of March and one more in April
 - Something might be wrong with membership list Eva provided 3/10/20, Dana reached out
 - Student young professionals section, a great way to reach students, Jenna and Jessica to draft email
 - Timeline: applications due end of May, decisions made by mid/end June
- **Digital Media**
 - *Web page*
 - *Add Summary of webpage updates - Upload notes, no public access, need password*
 - *ACTION*: Dana to finalize website text by February Governing Board meeting

- Gordon next wants to look at the community groups that will replace the list serve
- Gordon reached out to Beth Beard about other platforms for webinars but doesn't look promising
- Possible YouTube link for webinars, create google accounts
- *ACTION*: Gordon to create google account for BES
- *Social Media*
 - Community website (a tool/blog for folks to post questions/answers, share news, etc.) will be priority
 - Solomon David's (Science Communication Section) term is over
 - *ACTION*: Dana to share new Science Communication Section contact
 - *ACTION*: Maybe EWRI might have large capacity for webinars, ask Brian
 - 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 – Randy Beckwith)*
 - Webinar AFS create a movement to save migratory fish from local to global
 - Membership call? Announcements on community page, advertise new projects
 - *AFS-BES/ASCE-EWRI Joint Committee on Fisheries Engineering and Science (Chair – Kathy Hoverman)*
 - MOU wait for Doug to respond then ping Brian
 - *Resource Policy Committee (Chair – Patrick O'Rourke)*
 - *ACTION*: Patrick will update ExCom after 1/23 call and then membership call for volunteers
 - Drew Winters RPC chair, call out for water quality
 - Next initiative of dam removal statement coming out soon for our review (maybe next quarter)
 - Bonar – climate change statement see below

- **Updating Bylaws**
 - Bylaws – Dana working on, close to being done for ExCom review (deadline in 6 weeks). Then send to constitutional consultant, Randy Shultz by July.
 - BES Annual Calendar – Mike working on, deliverable goal by Governing Board meeting

- **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 Governing Board meeting not supposed to delegate this task, table until after bylaws, used for AFS annual report

- **AFS Topics and Questions**
 - Webinars Educational AFS staff coordination about webinars
 - See 1/17/20 meeting notes
 - Dana connected with Lauren Maza at Governing Board meeting to discuss webinars. She would appreciate the joint committee to run webinars through the AFS platform. Will be discussed on next joint committee call. Bob Gubernick might do next joint committee webinar.
 - AFS climate change issues
 - See 1/17/20 meeting notes for background info
 - Scott Bonar's presidential plan was authorized to send out. There were still questions around advocacy or not and original vs toned down version. Mid-Year Governing Board Meeting update: President Bonar has authorization to send a final version to all aquatic societies, and planned to send the toned down advocacy version.

- **Membership**
 - Next mailings
 - Ned Taft application call
 - Future mailings
 - March membership list wrong
 - Email membership to include:
 - Website updated

- Donate to BES or Ned Taft Award
- Challenge a friend or colleague to join
- What is the role of the education committee?
 - How do we reach out to people that aren't in the section?
- What is the role of the technology committee?
- Revision on dam removal policy statement
- WFMD/FPC/AFS 2020
- **Other**
 - Governing Board Meeting, follow on update from Dana
 - AFS strategic plan. See attachment and incoming President Murphy's plan
 - Each president is supposed to distribute
 - *ACTION*: read and how to incorporate into 150th booth
 - Governing Board Meeting, travel reimbursement expense request from Postlewait – motion Jessica, Dan second, coordinate with Mike to reimburse

7. Conferences/Training Opportunities

- **World Fish Migration Day, May 16, 2020.**
 - <https://www.worldfishmigrationday.com/>
 - Any day before 5/16 is great!
 - Randy is organizing/participating in an outreach/educational event Thursday 5/14 at Sacramento Capital
 - Kathy is organizing/participating in an event in Richmond, VA
 - Call to membership for contest participation
 - *ACTION*: Kathy to draft email about WFMD, events, contests
- **Fish Passage 2020. Lisbon, Portugal. June 29 – July 3, 2020**
 - Still planning to hold conference coronavirus
 - Past dates
 - Early-bird registration closes 2/29/20
 - Abstract acceptance 2/21/20
 - Career award nominations due 1/31/20
 - Oral/Poster abstracts due 1/16/19
 - Project award nominations due 12/31/19

- **AFS 2020 Annual Meeting, Columbus, Ohio. Aug 30 – Sept 3 (AFS 150th Anniversary)**
 - 2020 AFS Meeting Request to support “Fish Exclusion Prize Promotion/Showcase”
 - See 1/17/20 meeting notes for background details
 - 150th Anniversary AFS Section Exhibit
 - *ACTION*: Jessica membership call out to see who’s interested and to schedule call – sent 2/5/20 and follow-up email 3/2
 - Booth space order form deadline 7/20/20 – purchase in a couple weeks, no rush
 - Marcin Whitman somewhat volunteered
 - Schedule call in three weeks
 - Dana to spearhead right now
 - Nominate fish for committee
 - *ACTION*: pick a fish!

8. Next Meeting

- Friday, April 17, 2020 at 3 pm ET / 12 pm PT

9. Adjourn

Action Items

1. **Bills, bills, bills (Treasurer)**
 - Dana to get Jessica online banking info, Jessica to investigate other banks
2. **Ned Taft Award**
 - Jessica to send out second membership call for applications by end of March
 - Jessica to send out final membership call for applications by end of April
 - Jenna/Jessica to reach out to Student Young Professional Section
3. **Digital Media**
 - Dana to finalize website text
 - Gordon to create BES Google account
 - Dana to connect new Science Communication Section contact and Gordon regarding community website
 - Dana/Kathy to ask Brian Parsons about EWRI capacity for webinars
4. **ASCE-EWRI Joint Committee Fisheries Engineering and Science**
 - Dana get AFS MOU examples and sent to Doug Austin and arrange call (Brian to Kathy to Dana to Doug)
5. **Resource Policy Committee**
 - Randy to update ExCom after 1/23 call then membership call for dam removal policy volunteers
6. **Bylaws**
 - Dana to draft bylaws by Governing Board meeting 2/23
 - Mike to draft annual calendar by Governing Board meeting 2/23
7. **Administrative, Reporting**
 - Dana/Mike to coordinate in populating the BES update by Governing Board meeting 2/23
 - Dana to forward new AFS procedures manual and new constitution and rules
8. **AFS Topics**
9. **Membership**
 - Jessica to finalize email about exciting things happening and updated in BES after Governing Board meeting 2/23
 - Sean Landsman to send survey, ExCom will forward to membership - pending
10. **AFS 2020**
 - Dana/Dan/others to attend call about DOE WPTO pitch contest 1/23/20
 - ExCom to nominate fish
 - Schedule call for 150th anniversary BES exhibit

- Review AFS Strategic Plan and think about how to incorporate into 150th booth

11. WFMD

- Kathy to draft email about WFMD, events, contests

Completed Action Items (this period)

1. Dana did ask about the possibility of donating funds to BES or Ned Taft Award while registering for AFS membership at Governing Board meeting
2. Jessica sent membership email about symposiums of interest and reminder about exhibit volunteers 3/2/20
3. Gordon uploaded meetings notes to platform
4. Dana confirmed with Gordon that new page will be created for meeting notes "AFS-BES Archive"
5. Dana discussed MOU at Governing Board meeting providing EWRI example
6. Dana connected with Lauren Maza at Governing Board meeting to discuss webinars and get clarification on ask
7. Dana to update Scott Bonar of BES ExCom thoughts/commitments on AFS climate change policy input/review
- 8.