



# AFS Bioengineering Section Monthly ExCom Meeting Notes

Date: Thursday, May 13, 2021. 12-1 pm ET (9-10 am PT)

Meeting: Monthly BES ExCom Meeting

Location: Microsoft Teams

Subject: Meeting Notes

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## 1. Attendance

- Current BES Officers
  - Dan Giza– President (present)
  - Dana Postlewait – Past President (not present)
  - Patrick O'Rourke – President Elect (present)
  - Jessica Pica – Secretary/Treasurer (present)
- BES Committee Representatives
  - Randy Beckwith – BES Technology and Education Committee Chair (present)
  - Patrick O'Rourke – BES Resource Policy Committee Liaison (present)
  - Gordon Clark – BES Digital Media Chair (not present)
  - Jenna Rackovan – Ned Taft Award Chair (present)
  - Kevin Mulligan – AFS/BES - ASCE/EWRI Joint Committee Chair (present)

## 2. Call meeting to order:

- Quorum
- Dan motioned to approve 3/11/21 and 4/8/21 meeting notes with a few minor changes (typos and clarification), Patrick second

American Fisheries Society Bioengineering Section	Dana Postlewait – Past President Dan Giza – President	Patrick O'Rourke – President Elect Jessica Pica – Secretary/Treasurer	Page 1 of 5
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### 3. Revisions to Agenda

### 4. Announcements

### 5. Treasurer's Report

- **Account Balances**
  - All funds in general checking right now during banking transition
    - General Business Checking: \$22,075.55 (as of 5/12/21) (\$1,625.09 is Taft funds)
- **Income**
  - No income over the last month.
- **Expenses**
  - No expenses over the last month.
- **Banks**
  - Jessica contacted AXOS Bank and learned they need proof that BES can conduct business under AFS (federal and state). Dan Cassidy is asking AFS accountants for advice. Should we continue with AXOS or pick another bank with less documentation?
  - Patrick to investigate resources to help us in this process.
  - *ACTION*: Jessica open new bank account. Then will close BoA checking account.
  - *ACTION*: Jessica to pay FPC2021 sponsorship invoice through BoA
- **Taxes**
  - Jessica did submit form 990 on online platform but it was rejected because BES is not in the tax exempt database. Jessica worked it out with IRS, BES database info updated and 2020 return filed.
  - *COMPLETED ACTION*: Jessica submitted annual BES tax requirements – form 990-EZ
  - *ACTION*: Jessica to verify BES database info updated and 2020 return filed

### 6. BES Business

- **Ned Taft Award**
  - *ACTION*: Jenna to create a PayPal account (once our new bank account is set up) and Gordon to create a link on the BES webpage.
  - *COMPLETED ACTION*: Jenna sent award announcement to BES membership and student and young professional subunit.
  - No one has contacted Jenna yet. We will evaluate making schedule changes moving forward.

- **Digital Media**
  - *Web page*
  - *Communication Platform*
    - Gordon is putting together an email blast to folks on the webinar list in Mail Poet so they can opt in/subscribe. Once they are confirmed as subscribed by Mail Poet, we are up and running on that front.
  
- **Nature-like Fishway Guidance**
  - The scope of work was revised to only include the FPC2022 symposium not short course, \$45k. Steve revised scope and hasn't shared yet.
  - *ACTION*: Jessica/Randy to fill in develop grant application
  
- **Committee Updates**
  - *Technology Committee (Chair – Randy Beckwith)*
    - *ACTION*: Dan to look into finding someone else to lead this committee and circle back. People include John Burnet (screening company – formerly EPRI), Andy Peters, Vincent Autier.
  - *Education Committee (Chair – Randy Beckwith)*
    - No updates
  - *AFS-BES/ASCE-EWRI Joint Committee on Fisheries Engineering and Science (Chair – Kevin Mulligan)*
    - The FPC2021 website is close to live. Website through AFS and FPC folks would like to cover yearly fees. No project or career awards this year
  - *Resource Policy Committee (Liaison – Patrick O'Rourke)*
    - Recovering America's Wildlife Act was reintroduced in the U.S. House of Representatives in April. AFS is seeking support letters and sent a link to personally sign. There is talk of attaching to infrastructure bill.
  
- **Bylaws**
  - *ACTION*: Dana to draft bylaws then pass to ExCom and Randy Shultz for review two weeks before next Governing Board Meeting (probably November)
  
- **Administrative, Reporting**

- *ACTION*: Dana/Dan coordinate update/calendar. Pull in Mike if needed.

## 7. Conferences/Training Opportunities

- **AFS 2021 Annual Meeting, Baltimore, MD. November 6-10, 2021**
  - *COMPLETED ACTION*: Jessica sent email to membership with list of symposia they might be interested in submitting to (abstracts extended to summer)
  - 150<sup>th</sup> unit exhibit
    - Update from Dana “Brad Johnson idea fizzled, no help available from University of BC, at these through Brad’s kids. Sean Landsman offered to help, we need someone with energy to help with the video. If we don’t have obvious volunteers, I am learning that Kleinschmidt has some expertise, and I may be able to get help with this from corporate – happy to ask if the group would like”
    - We need someone to lead this effort. Wait until we hear back from outside help.
    - *ACTION*: Dan to set up ExCom meeting to outline video
    - *COMPLETED ACTION*: Jessica to create Google Doc for us to start outlining content
    - *COMPLETED ACTION*: Dan submitted space registration form

## 8. Next Meeting

- June 10, 2021. 3-4 pm ET (12-1 pm PT)

## 9. Adjourn

## Action Items

1. **Bills, bills, bills (Treasurer)**
  - Jessica open new bank account. Then will close BoA checking account.
  - Jessica to pay FPC2021 sponsorship invoice through BoA
  - Jessica to verify BES database info updated and 2020 return filed
2. **Ned Taft Award**
  - Jenna to create a PayPal account (once our new bank account is set up) and Gordon to create a link on the BES webpage.
3. **Digital Media**
4. **Nature-like Fishway Guidelines**
  - Jessica/Randy to fill in develop grant application
5. **Technology Committee**
  - Dan to look into finding someone else to lead this committee and circle back. People include John Burnet (screening company – formerly EPRI), Andy Peters, Vincent Autier.
6. **Education Committee**
7. **ASCE-EWRI Joint Committee Fisheries Engineering and Science**
8. **Resource Policy Committee**
9. **Bylaws**
  - Dana to draft bylaws then pass to ExCom and Randy Shultz for review two weeks before next Governing Board Meeting (probably November)
10. **Administrative, Reporting**
  - Dana/Dan coordinate update/calendar. Pull in Mike if needed.
11. **AFS 2021**
  - Dan to set up ExCom meeting to outline video

## Completed Action Items (this period)

1. Jessica submitted annual BES tax requirements – form 990-EZ
2. Jenna sent award announcement to BES membership and student and young professional subunit
3. Jessica sent email to membership with list of symposia they might be interested in submitting to (abstracts extended to summer)
4. Jessica to create Google Doc for us to start outlining content
5. Dan submitted space registration form