



AFS Bioengineering Section Monthly ExCom Meeting Notes

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

Meeting: Monthly BES ExCom Meeting

Location: Microsoft Teams

Subject: Meeting Notes

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 (not present)
 - Kevin Mulligan – AFS/BES - ASCE/EWRI Joint Committee Chair (present)

2. Call meeting to order:

- Quorum
- Dan motioned to approve 5/13/21 meeting notes, Patrick second

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 6/7/21) (\$1,625.09 is Taft funds) – will reflect FPC2021 sponsorship by next month
- **Income**
 - No income over the last month.
- **Expenses**
 - *COMPLETED ACTION:* Jessica paid FPC2021 sponsorship (\$1,098.23 + \$40 fee = \$1,138.23 total) through personal account and reimbursed herself from BoA (waiting for check).
- **Banks**
 - Received final documents to sign to open this account. Had to call to because “Bioengineering Section” wasn’t included in account name. Application is currently under review and if no issues should receive welcome email with account information by end of week.
 - Patrick to investigate resources to help us in this process.
 - *ACTION:* Jessica open new bank account. Then will close BoA checking account.
- **Taxes**
 - *ACTION:* Jessica to verify BES database info updated and 2020 return filed

6. BES Business

- **Ned Taft Award**
 - To broaden exposure, the travel award announcement was sent to the four AFS divisions (North Central, Northeastern, Southern, and Western). So far we’ve received one recommendation for someone applying (but not the student’s application yet). Previously sent to student/young professionals section. Will plan to send out a reminder email in the beginning of July since applications are due at the end of August.
 - *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.

- **Digital Media**

- Gordon continues to help facilitate getting the email list server going through MailPoet on our units.fisheries.org Wordpress platform. He is negotiating a couple of snags on email authorization and hope to have it settled soon.

- **Nature-like Fishway Guidance**

- *COMPLETED ACTION*: Jessica/Randy/Dana completed grant application and submitted 5/28/21
- Hasn't heard back from Steve yet. Once approved will go through contract process.

- **Committee Updates**

- *Technology Committee (Chair – Randy Beckwith)*
 - *ACTION*: Dan to look into finding someone else to lead this committee. Maybe Vincent Autier?
 - John Burnet is too busy in new position
 - Andy Peters moved from Pacific Netting and not sure if he'll have availability to lead.
 - Maybe we can talk to people at the AFS 2021 BES booth.
- *Education Committee (Chair – Randy Beckwith)*
 - Should we try to do something at AFS 2021? No. let's focus on the video and booth. Focus video and physical things
 - Focus on AFS 2022 symposium.
- *AFS-BES/ASCE-EWRI Joint Committee on Fisheries Engineering and Science (Chair – Kevin Mulligan)*
 - MOU is stagnate. ASCE folks have not responded since October 2020. Kathy will reach out, maybe she'll have better luck since she started this effort and they're more familiar with her.
 - Creating ad hoc group to develop bylaws. Kevin will ask Dana for draft bylaws to use as example.
 - FPC has over 2000 registrants. Videos will be saved – not sure location. Hope to upload on ScholarWorks. No project/career awards this year.
 - Webinar: NYSDEC Megan Lung in September and Downeast Salmon Federation Dwayne Shaw in December

- *Resource Policy Committee (Liaison – Patrick O’Rourke)*
 - Continuing Recovery Wildlife Act and getting support letters
 - Movement on repealing Trump era actions like ESA and WOTUS

- **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

- **Fish Passage Conference, virtual, June 21-24, 2021**
 - Sponsorship breakout meeting:
 - Message from WFMF: “We want to provide our proud sponsors with an extra option for a breakout group meeting/networking session at the end of the conference. Every sponsor can get 1 breakout group (20-30 minutes) where you can explain more about the work you do or the projects that are currently working on. We suggest to do a 10 minute introduction and then do a Q&A for 10-20 minutes.”
 - Will be difficult for BES to put something together. Might drum up membership but is this the right audience?
 - Maybe AFS to promote conference? BES can present our highlights like Ned Taft, support and organize symposium, etc (one slide).
 - *ACTION:* Dan to contact Dan Cassidy about participation.

- **AFS 2021 Annual Meeting, Baltimore, MD. November 6-10, 2021**
 - 150th unit exhibit
 - Dana has a meeting with Kleinschmidt marketing team next week and is confident he can get necessary support to help produce video. There are two folks who have the software and knowledge to do this, and the leadership team was pretty positive about involvement. Dana will update ExCom after meeting. His suggestion is to have all material in about 6-weeks prior to the conference, and meanwhile the team can get a draft video and more information out on a schedule that he will ask for.
 - *ACTION:* Dan to set up ExCom meeting to outline video after Dana’s meeting

8. Next Meeting

- July 8, 2021. 12-1 pm ET (9-10 am PT)

9. Adjourn

Action Items

1. **Bills, bills, bills (Treasurer)**
 - Jessica open new bank account. Then will close BoA checking account.
 - 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**
5. **Technology Committee**
 - Dan to look into finding someone else to lead this committee.
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. **FPC 2021**
 - Dan to contact Dan Cassidy about participation.
12. **AFS 2021**
 - Dan to set up ExCom meeting to outline video after Dana's meeting

Completed Action Items (this period)

1. Jessica paid FPC2021 sponsorship (\$1,098.23 + \$40 fee = \$1,138.23 total) through personal account and reimbursed herself from BoA (waiting for check).
2. Jessica/Randy/Dana completed grant application and submitted 5/28/21