

Trout Committee

1) Purpose

The purpose of the Trout Committee is to improve management of trout resources and cold-water stream communities in the Southeast by providing a forum for the exchange of ideas and information among managers and researchers.

2) Goals

- a) To meet at least annually for the purpose of discussing ongoing projects and problems associated with trout and/or cold-water management.
- b) To sponsor periodic workshops and symposia in order to publicize new research findings and management techniques that are applicable to the region's trout and/or cold-water stream resources.
- c) To provide published information for use by aquatic resource researchers and managers.
- d) To develop regional policy or position statements for guidance to Southeastern aquatic resource management agencies.
- e) To coordinate and conduct region-wide research to address significant trout and cold-water stream management questions.
- f) To solicit and guide research by outside agencies and institutions in order to solve regional trout and cold-water resource problems.
- g) To take advantage of opportunities to educate the public on protection and management of trout and cold-water stream communities in the Southeast.

3) Membership

- a) Membership is open to all members of the Southern Division and only requires appointment by the Division President following consultation with the Committee Chair. Each state fisheries management agency, the U.S. Forest Service, the U.S. Park Service, the U.S. Fish and Wildlife Service, and the Tennessee Valley Authority have traditionally been asked by the Division President to recommend an agency representative to the Committee. Participation by university staff and the private sector is also encouraged. Membership confers the right to vote.

4) Quorum

- a) A quorum consists of a minimum of ten (10) voting members, including the chair, or the chair's proxy. All decisions must have a simple majority to pass. Quorums can be met through the use of designees, proxy votes, and absentee ballots.

5) Meeting Place and Agenda

- a) The Trout Committee will have one meeting per year. If that meeting is not in conjunction with Division's Annual Meeting, then other meetings will be scheduled as necessary to conduct business of the Committee.
- b) The Trout Committee business meeting agenda will include the introduction of members and guests, changes to the agenda, approval of previous meeting's minutes, resolution of old business, and introduction of new business. Following the formal business meeting, an informal roundtable discussion of current and

planned research and management activities by member agencies can be conducted.

6) Officers and Responsibilities

a) Chairperson

- i) The Committee will normally recommend the Chairperson-Elect, upon completion of his/her one-year term, to the Division President for appointment as the new Chairperson. The term of office is one year. Duties include:
- ii) Responsible for maintaining, updating, and circulating the current Division Trout Committee member list each year and notifying the Trout Committee of any new representative being recommended to the Division President.
- iii) Works with Division President to set Committee membership each year.
- iv) Sets objectives for the term that are compatible with Committee's established purpose and goals.
- v) Organizes meetings by working with Committee members and Division President to determine meeting dates and locations. The Chairperson develops meeting agendas and provides Committee members with meeting dates, locations, and agendas in advance of meetings.
- vi) Conducts meetings using Robert's Rules of Order as a guideline for doing business. Distributes copies of meeting minutes to Committee members and Division President within 45 days of business meeting.
- vii) Reports Committee activities to Division Executive Committee and to those assembled for the annual Division business meeting.
- viii) Appoints subcommittees as needed to research and resolve selected issues at hand. Oversees the issue resolution process of each subcommittee and reports the findings to the Committee.
- ix) Assumes the duties of both Chair-Elect and Treasurer in the event that both positions are vacated before expiration of the term.

b) Chair-Elect

- i) The Chair-Elect is elected by a majority vote of the membership to a one-year term of office. Duties include:
- ii) Substitutes for the Chairperson in that officer's absence and assumes the office of Chairperson if that position is vacated before expiration of the term.
- iii) May be requested by the Chairperson to lead one or more special committees. Ensures completion of the subcommittee charge in a timely manner.
- iv) Produces minutes for each meeting and forwards to the Chairperson within 30 days.
- v) Provides news items to the Chairperson.
- vi) Assumes the duties of Treasurer if that position is vacated before expiration of the term.

c) Treasurer

- i) The Treasurer is elected by a majority of the membership to a three-year term of office. Duties include:
- ii) Substitutes for the Chair-Elect in that officer's absence.

- iii) Responsible for all financial transactions of the Committee, including balancing of checking account and sale of Committee publications. Reports on financial status of Committee at each meeting.
 - iv) All Committees must prepare a year-end financial balance report (Assets and Liabilities) and forward to the Division Secretary-Treasurer by the end of February. See Appendix IV of the Division Procedural Manual for format.
- d) Past-Chair
- i) Participate in meeting planning as needed.
 - ii) Complete change of officer form and send to Division President after election of new officers.
 - iii) Assists the Chairperson as needed to ensure the smooth and efficient operation of Committee activities. Takes a lead role in planning and organization of special workshops and symposia.
- 7) Current Objectives
- a) Increase communication among the membership and facilitate the distribution of recently published studies.
 - b) Provide moderators and speakers for the technical sessions at the Division Annual Meeting.
 - c) Increase interaction with Division EXCOM and other technical committees.
 - d) Provide input on new proposals for trout research and management presented by non-Committee members at the Division Annual Meeting.
 - e) Promote efforts to resolve critical trout management issues. Continue efforts to resolve the taxonomic status of southern Appalachian brook trout.
 - f) Promote the continued active participation within the Committee by scheduling meetings around the travel constraints faced by many Committee members.
 - g) Improve awareness of the committee's value among Division agency administrators.