

American Fisheries Society

Management Committee Meeting

Wednesday, January 18, 2017

Participants

MC Members: Joe Margraf, Jesse Trushenski, , Ron Essig, Steve McMullin, Scott Bonar, Ken Kurzawski, Julie Claussen, Justin Davis, Carl Kittel, Cleve Steward, Craig Bonds, John Boreman (Constitutional Consultant, non-voting) and Doug Austen (Executive Director non-voting).

AFS Staff: Dan Cassidy, Tom Bigford

Guest: None

Minutes of the Meeting

1. **Quorum confirmed** (by Boreman) and meeting called to order by Margraf at 1:03 p.m. ET
2. **Approval of Minutes** from December 16, 2016– approved by unanimous consent.
3. **Proposed Motions** - Constitutional Consultant Boreman reported no motions but several in the process of being developed and some may be available at the February Management Committee call.
4. **President's Report** – Margraf
 - a. President Margraf reported that he will be meeting with Brazilian Society of Ichthyology at their annual conference in late January.
 - i. Claussen suggested that the International Fisheries Section may be interested in developing a supplement to the AFS membership brochure that would address potential membership interests by international members
 - b. Mid-year Governing Board meeting draft agenda has been sent to the Management Committee for review and comment. Margraf encourages everyone on the Governing Board to participate as well as to take part in the meetings of the Southern New England Chapter.
5. **Executive Director Report** – Austen (unless otherwise noted)
 - a. Austen reviewed the Officer travel policy from the AFS Procedures Manual (pages 3-4, Attachment A and found at <http://fisheries.org/about/governance/procedures/society-officers/>)
 - b. Update on office space acquisition at Bethesda headquarters – Discussions continue but no new progress to be report. The tenant (American Society for Photogrammetry and Remote Sensing <https://www.asprs.org/>) has indicated continued interest but no real estate agents have been contacted to obtain further valuation estimates.
 - c. Diversity Joint Venture (DJV) – AFS continues to be involved and the Equal Opportunities Section (EOS) will take a leadership role. EOS President-elect April Croxton will participate in

the next DJV working session January 24-26 at the National Park Service offices in Washington, D.C. Austen will participate in the first half of the meetings. AFS has signed the DJV partnership agreement (Attachment B).

- d. Revision of AFS policy process, Resource Policy Committee structure, and introduction to possible GB proposed motion for Mystic meeting (Tom Bigford)
- e. Development of ESA and Farm Bill working groups in the Resource Policy Committee (RPC) – Austen and Bigford reported that the RPC is establishing two key working groups to address future policy and legislative actions on the ESA and development of the 2018 Farm Bill (Attachment C)
- f. The organizing committee of the workshop on the Future of AFS Publications (Reno, NV, May 16-18, 2017) has developed an invitation list for the event and is working with facilitator Ben West to construct the activities over the 2.5 days. The organizing committee consists of Margraf, McMullin, Aaron Lerner, Jeff Schaeffer, Austen, and Ben West.
- g. Financial update (Cassidy - next full quarterly report in February) - Attachment D
- h. Possible future MC meeting discussion topics of significance – These were generally accepted but are open to modification as needs determine future discussions
 - i. February – Quarterly financial review
 - ii. March – Publications retreat and possible discussion of bids for journal publisher
 - iii. April – Branding and communications steps forward
 - iv. May – Long-term visioning of AFS meetings – celebrating the 150th, coordination with CASS joint meeting in 2022, possible bid for WFC in 2024 (note that this is same week as Reno publications workshop)
 - v. June – Quarterly financial review
 - vi. July – Tampa preparation – agendas for MC and GB meetings.

6. Other Business

- a. The February MC call is scheduled for 1:00 – 2:30 p.m. EST on Friday, February 17, 2017.
- b. Other Items -
 - i. Unit Survival Guide – Trushenski requested update on status of Unit Survival Guide and newsletter to unit leaders. Cassidy reported that Beth Beard is posting the Survival Guide on the AFS web site. The guide will also be available as a pdf download. It is expected that the newsletter will be sent to all unit leaders (possibly about 700 people) within the next 7-10 days.
 - ii. Better engagement of Canadian members was raised as an issue of importance. AFS needs to better address Canadian member concerns. As an example, it was noted that AFS is not currently participating in the 8th World Recreational Fishing Conference to be held July 16-20, 2017, in Victoria, British Columbia (<http://www.wrfc8.com/>). *Editorial notes by Austen.* This event has been listed in the AFS calendar of events in Fisheries. Several AFS members are on the International Scientific Committee for the WRFC but AFS is currently not a sponsor. The event is a collaboration of the Fisheries Society of BC and the Sport Fishing Institute of BC. The event is held every three years, most recently in 2014 in Brazil. It is unclear from the various web site as to an overall organizing body for the series of triannual conferences.

7. Adjourn – at 2:05 p.m. EST

Attachment A:

Travel Policy Procedures for Society Officers

There is an expectation that Society Officers will participate in key events that are central to the function of the Society. It is also expected that Officers will use funding available to them from employers or other entities, if available, before requesting Society funds for covering travel expenses associated with the events. However, there are cases where an Officer cannot justify using funds other than those provided by the Society to cover travel costs. For example, one of the roles of the President is to represent the Society at a number of international meetings; these costs need to be covered by the Society and the host society.

Annual travel planning process: Each Officer will submit a proposed travel plan by November 30 for the next calendar year. The plan will specify event, location, dates, and estimated travel costs for which Society funds will be requested. Travel costs allowed will not exceed those under the federal system. The Executive Director will compile all requests and work with the Officers to accommodate the requests.

Other considerations in Society travel planning include:

1. Travel by the Society President associated with the annual meeting at which s/he will preside will be included in the annual meeting budget.
2. For the annual meetings, it is anticipated that most Officers can cover most or some of the expenses of attending the regular meeting. Exceptions will be Officers who do not have other funding (e.g., those retired or for whom their employer has denied support).
3. The Society will fund transportation, meal reimbursement, and other incidental expenses to the international and Division meetings for the President, but the host Division and international society will fund lodging and registration.
4. Officers will be provided a prepaid credit card to cover requested support, and the Society can purchase flights for those who cannot receive cash reimbursement. Officers are not allowed to exceed the amount approved by the Executive Director in their travel plans. Maximum meal coverage will be equivalent to the federal per diem rate.
5. Other meetings will be considered in light of the overall travel budget with preference given to those that either provide partial support or are determined by the Society President to add the greatest value to the advancement of the Society mission.

Expected travel: The following meetings/events are defined as part of the core expectation for participation by the Officers. Additional meetings are considered as per guidance above.

President: Annual meeting, mid-year meeting (if held), Bethesda fall meeting, Division meetings, international meetings (e.g., Australian Society for Fish Biology, China Society of Fisheries, Korean Society of Fisheries and Aquatic Science, Japanese Society of Fisheries Science, Fisheries Society of the British Isles, Brazilian Society of Ichthyology in odd-numbered years).

Immediate Past-president: Annual meeting, Bethesda fall meeting, mid-year meeting (if held), and face-to-face Society staff interviews. If possible, the Immediate Past-president will conduct the staff interviews during the fall meeting in Bethesda. S/he may represent the Society at meetings if the President is unable to do so.

President-elect, First Vice-president and Second Vice-president: Annual meeting, Bethesda fall meeting, mid-year meeting (if held). These Officers may represent the Society at meetings if the President is unable to do so.

Incoming Second Vice-president: Annual meeting at which s/he will assume office.

Attachment B:



United States Department of the Interior

OFFICE OF THE SECRETARY
Washington, DC 20240

DEC 23 2016

Dear Diversity Joint Venture Partners:

While we all strive to attract, recruit and retain qualified employees, our individual efforts have not met the challenge to build a more diverse and inclusive workforce. We believe the creation of a larger partnership is needed to fully address the challenges and opportunities inherent in diversity and inclusion. By working together with our shared knowledge, skills and resources related to diversity and inclusion, we will achieve greater success.

That is why we invite you to support the creation of a Diversity Joint Venture (DJV) - a partnership of federal and state agencies, universities, non-governmental organizations, foundations, and professional societies with a common goal of increasing the representation of all segments of American society in conservation careers. Establishing a DJV will be a collaborative approach that leverages our individual strengths to achieve tangible and lasting outcomes in the near future.

The DJV will identify opportunities for partnership and strategies for leveraging existing programs to mutually benefit the participating organizations and agencies. DJV efforts will focus on the life cycle of employees from the initial introduction to the conservation field, recruitment, hiring, career growth and development. All of this is tied to ensuring that everyone is welcomed, engaged and supported in the workplace. Working together, the partners will identify proven strategies, structures, policies and practices that remove barriers and increase the probability of hiring and retention for diverse employees.

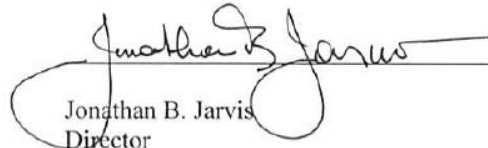
The structure, function, goals, objectives and priorities of the Diversity Joint Venture will be mutually decided by the partners. An implementation plan will detail activities and an approach to guide the DJV. The Fish and Wildlife Service will provide an interim coordinator to oversee management of the joint venture.

Along with the support of the U.S. Fish and Wildlife Service (FWS) and the U.S. National Park Service (NPS), we invite our federal partners at the U.S. Geological Survey (USGS), Bureau of Indian Affairs, Bureau of Land Management, and the U.S. Forest Service to be part of the DJV. In its initial launch, NPS, FWS, USGS, and the Doris Duke Charitable Foundation intend to commit \$50,000 each to support the DJV and the FWS has dedicated personnel to the endeavor. We ask that you express your intention of participating in the DJV by signing the attached document.

For more information please contact Mr. Jim Serfis, U.S. Fish and Wildlife Service at 202-208-3047, jim_serfis@fws.gov



Dan Ashe
Director
U.S. Fish and Wildlife Service



Jonathan B. Jarvis
Director
National Park Service



Jim Kurth
Deputy Director
U.S. Fish and Wildlife Service



Michael Reynolds
Deputy Director
National Park Service

Attachment

The Diversity Joint Venture (DJV) is a partnership among non-governmental organizations, professional societies, universities, foundations, and federal and state agencies that is based on a shared interest to work together to increase diversity and inclusiveness in conservation careers. The DJV is self-directed and the partners will shape the governance structure, identify priorities and create an implementation plan. The DJV will be led by a management board and activities will be supported by additional partners based on their determination of how they can best contribute to DJV efforts. An interim coordinator supported by the U.S. Fish and Wildlife Service will coordinate the management of the Joint Venture. By signing this document, the DJV partners express their intention to participate in standing up the DJV and to support the activities established in the implementation plan.

Signatures:

American Fisheries Society

The Wildlife Society

Urban American Outdoors TV

National Fish and Wildlife Foundation

Green 2.0, the Raben Group

Society for Conservation Biology

EnvironMentors, National Council for Science and the Environment

Doris Duke Charitable Foundation

Student Conservation Association

American Museum of Natural History

Hispanic American Colleges and Universities

Keystone Policy Center

National Park Foundation

University of Florida, Doris Duke Conservation Scholars Program (DDCSP Collaborative)

Animo Partnership, Texas A&M University

The Nature Conservancy

Environment for the Americas

Defenders of Wildlife

National Wildlife Federation

Texas Parks and Wildlife

Florida State & Association of Fish and Wildlife Agencies

Attachment C:

Proposal for Development of Two Resource Policy Committee Sub-Committees or Working Groups on Key Congressional Actions – ESA and Farm Bill

ESA Revision Sub-Committee or Working Group

Background: There is an increasing demand to update the procedural and legislative framework of the Endangered Species Act. In a continual effort to improve implementation of the current ESA, for example, the USFWS completed in late 2016 new compensatory mitigation guidelines (<https://www.federalregister.gov/documents/2016/12/27/2016-30929/endangered-and-threatened-wildlife-and-plants-endangered-species-act-compensatory-mitigation-policy>). However, Congress has increasingly sought to make major changes to ESA if not work towards outright repeal of the landmark 1973 act. It is expected activity targeting ESA will increase in the new congress. Fisheries conservation issues need to be effectively addressed in any discussions regarding the ESA and AFS should be prepared to provide information on the best available science to clarify and enhance any discussions and congressional actions on ESA.

Needed Actions: AFS has substantial expertise in the science of managing endangered species or those with the potential for listing. Unfortunately, there is no existing, focused effort to aggregate this knowledge and convey it in a useful, non-partisan, unbiased manner to decision-makers. This is a very timely and important issue for AFS and its members and provides a valuable opportunity for the Society to engage its members in a visible and critically important dialogue. Furthermore, there is a great need for an unbiased, science-based voice in what may become a highly partisan, charged, and political battle over the future of ESA. The AFS Resource Policy Committee (RPC) will establish a sub-committee or working group to address this issue.

RPC Sub-Committee Charge and suggested products: An RPC sub-committee or working group of 10-15 AFS members will be identified and appointed by the RPC chair or vice-chair to do the following:

1. Review the existing AFS policy on Threatened and Endangered Species and utilize it, to the greatest degree possible, as the source of information to initiate discussions within the Society and with key partners about the future of ESA.
2. Engage with existing partner groups working on ESA to build communications networks, be involved in critical discussions, and identify specific science needs that can be provided by AFS. Such groups may include the AFWA Threatened and Endangered Species Policy Committee, TRCP Policy Working Group and others. This may include creating new working partnerships with organizations such as CASS.
3. Develop a set of specific recommendations that need to be considered in the development of new ESA guidance or legislation that will most effectively ensure the protection of fisheries and aquatic resources.

4. Create an awareness of ESA issues among AFS membership through articles in *Fisheries*, the e-newsletter, AFS web site, updates at meetings of AFS units, and through other means as appropriate.
5. Develop a symposium or workshop at the Tampa AFS meeting and possibly Atlantic City (if still timely) to gather key science and conservation information and perspectives and discuss and deliberate upon the state of science, recommendation, and future actions to support ESA-related policy and legislative activities.

Farm Bill Reauthorization Sub-Committee or Working Group

Background: The 2014 U.S. Farm Bill is due for reauthorization in 2018 and this will have immense ramifications on the health and viability of the nations' fisheries both inland and marine. Farm Bill Conservation programs affect everything from upland erodible soils, to fertilizer applications, to riparian buffers and drainage across millions of acres of land. Hypoxic zones in many coastal waters are directly tied to farmland management practices. It is critically important that AFS provide important information to decision-makers about Farm Bill conservation programs and how they can be used to improve our aquatic resources.

Needed Actions: Activity in preparation for the 2018 bill are already moving forward in many areas and there is even talk about language being developed in 2017 (albeit a remote possibility). Traditionally, fisheries and aquatic interests have not been very influential in developing Farm Bill language but they need to be. AFS has had in the past a Farm Bill working group. Such a group needs to be reconstituted and energized for work on the 2018 bill. This group should review existing knowledge about impacts of farm practices and Farm Bill language and be prepared to make recommended improvements. It will need to work closely with many partners conservation organizations in order to be effectively engaged in what will be an immense and diverse effort that will be part of constructing the next Farm Bill. The AFS Resource Policy Committee (RPC) will establish a sub-committee or working group to address this issue.

Special Committee Charge and suggested products: An RPC sub-committee or working group of 10-15 AFS members will be identified and appointed by the RPC chair or vice-chair to do the following:

1. Review existing AFS policies, position papers or other materials on Farm Bill and agricultural practices impacts on aquatic systems.
2. Engage with existing partner groups working on the Farm Bill to build communications networks, be involved in critical discussions, and identify specific science needs that can be provided by AFS. Such groups may include the AFWA Agriculture Conservation Committee, TRCP Center for Agriculture and Working Lands and others. This may include creating new working partnerships with organizations such as CASS.
3. Develop a set of specific recommendations that need to be considered in the development of new Farm Bill legislation that will most effectively ensure the protection of fisheries and aquatic resources.
4. Create an awareness of Farm Bill and agricultural impacts among AFS membership through articles in *Fisheries*, the e-newsletter, AFS web site, updates at meetings of AFS units, and through other means as appropriate.

5. Develop a symposium or workshop at the Tampa AFS meeting and possibly Atlantic City (if still timely) to gather key science and conservation information and perspectives and discuss and deliberate upon the state of science, recommendation, and future actions to support Farm bill related policy and legislative activities.

Attachment D:



American Fisheries Society

Organized 1870 to Promote the Conservation, Development and Wise Utilization of the Fisheries
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Joseph Margraf
President 2016-2017

Douglas J. Austen
Executive Director

AFS Financial Report to the Management Committee
January 18, 2017

The November financial reports continue to reflect a challenging operating year in 2016. While AFS is making great strides across many fronts- Issuing the Future of Nation's Aquatic Resources report, improving unit services and growing its communications & publications- it remains in "investment mode" while developing new education programs and ramping up its fundraising and development activities.

The shortfall in revenue is the primary contributor to the operating deficit. Revenue is below budget in most every category and while some additional revenues will be earned in the December accounting period, total revenue will fall below budget by year-end. Expenses on the other hand show a favorable variance against budget mainly from a smaller annual meeting and longer lead-time developing Special Publication 30.

The continuing growth of the investment portfolio is one positive highlight in 2016 and its strong 9.2% return for 2016 partially offsets the over \$600,000 removed from the account to fund operations this past fall. The cash position has stabilized, but funds being used now reduce the likelihood excess cash will be available during the low point of cash inflows next fall. The prospect of needing to withdraw funds again from the investment account remains high if program results in 2017 do not exceed budget by a significant margin. Monies removed from the investment account reduce interest and dividend income and potential future capital gains.

A more complete financial report covering year-end 2016 results is scheduled for the February call.

Daniel Cassidy
Deputy Executive Director

American Fisheries
Statement of Financial Position
As of 11/30/2016

	2016	2015	Variance
ASSETS			
Current Assets			
Petty Cash	\$400	\$400	
Checking	258,348	614,114	(355,766)
Certificate of Deposits	151,395	298,034	(146,639)
Accounts Receivable	97,647	146,955	(49,308)
Allowance of doubtful accounts	(14,170)	(24,846)	10,676
Inventory	445,254	480,351	(35,097)
Prepaid Expenses & Deposits	40,710	37,954	2,756
Current Assets	<u>979,584</u>	<u>1,552,962</u>	<u>(573,378)</u>
Property and Equipment	1,055,221	1,063,584	(8,363)
Accumulated Depreciation	(660,156)	(642,317)	(17,839)
Net Property and Equipment	<u>395,065</u>	<u>421,267</u>	<u>(26,202)</u>
Long Term Assets			
Long-Term Investments	3,869,955	4,260,482	(390,527)
Total Long Term Assets	<u>3,869,955</u>	<u>4,260,482</u>	<u>(390,527)</u>
Total Assets	<u>5,244,604</u>	<u>6,234,711</u>	<u>(990,107)</u>
LIABILITIES AND NET ASSETS			
Current Liabilities			
Accounts Payable	117,535	272,376	(154,841)
Accrued Expenses	117,121	81,766	35,355
Subunits Dues Payable	59,222	57,542	1,680
Subunits Books Payable	10,172	1,693	8,479
Deferred Income	310,467	403,994	(93,527)
Total Current Liabilities	<u>614,517</u>	<u>817,371</u>	<u>(202,854)</u>
Net Assets			
Net Assets - Unrestricted	5,165,362	5,364,934	(199,572)
Change in Unrestricted Net Assets - Curr Year	(535,275)	52,406	(587,681)
Total Net Assets - End. Balance	<u>4,630,087</u>	<u>5,417,340</u>	<u>(787,253)</u>
Total Liabilities and Net Assets	<u>5,244,604</u>	<u>6,234,711</u>	<u>(990,107)</u>

AMERICAN FISHERIES SOCIETY
Summary of All Units
For the Eleven Months Ending 11/30/2016

	November - Actual			Year to Date - Actual			Budget	2015 Annual	
	2016	2015	Var \$	2016	2015	Var \$	2016 BUDGET	vs YTD Actual	Actual
Revenue									
Administration	\$85,425	\$12,306	\$73,119	\$347,226	\$7,704	\$339,522	\$348,000	(\$774)	(\$85,556)
Continuing Education				17,075	42,759	(25,684)	12,000	5,075	42,759
Certification	1,025	650	375	4,475	5,785	(1,310)	8,000	(3,525)	5,895
Other Education							6,000	(6,000)	
Hutton				71,500	30,400	41,100	129,000	(57,500)	95,400
MSU/Inland Fisheries							10,000	(10,000)	
Cornell				110,217	52,855	57,362	105,000	5,217	112,855
Other Grants & Contracts							344,000	(344,000)	
Annual Meeting	15,551	865	14,686	539,832	1,465,557	(925,725)	794,000	(254,168)	1,520,097
Membership				458,624	496,145	(37,521)	557,000	(98,376)	497,745
Awards	175		175	3,266	3,553	(287)	6,000	(2,734)	3,678
Mem Other	2,993	582	2,411	11,123	6,279	4,844	16,000	(4,877)	9,049
Jobs	1,750	3,300	(1,550)	34,700	29,250	5,450	30,000	4,700	31,850
Advocacy				11,000		11,000		11,000	
Books	8,784	13,974	(5,190)	166,201	144,697	21,505	119,500	46,701	113,354
Journals	11,905	11,905		906,375	1,008,319	(101,944)	1,034,000	(127,625)	1,117,347
Fisheries				60	372	(312)		60	372
Total Revenue	127,608	43,582	84,027	2,681,674	3,293,675	(612,000)	3,518,500	(836,826)	3,464,845
Expenses									
Administration	24,745	20,340	(4,405)	354,576	500,489	145,912	343,000	(11,576)	574,808
Staff Costs	165,865	126,265	(39,600)	1,801,975	1,513,536	(288,439)	2,036,500	234,525	1,766,050
Technology	25	3,845	3,820	15,226	30,992	15,766	5,000	(10,226)	30,992
Communication	110	885	775	10,729	10,074	(656)	28,000	17,271	10,104
Web		2,003	2,003	8,894	5,819	(3,075)	8,000	(894)	8,949
Development				203		(203)	12,000	11,797	
Continuing Education	9,150		(9,150)	11,441	4,217	(7,223)	10,000	(1,441)	4,217
Certification	29	24	(5)	212	328	116	1,000	788	328
Other Education							24,000	24,000	
Board	9,338	5,184	(4,153)	37,233	30,113	(7,119)	51,000	13,767	32,078
Hutton	148	(494)	(642)	158,491	100,584	(57,907)	75,000	(83,491)	101,000
MSU/Inland Fisheries	569		(569)	4,573		(4,573)		(4,573)	
Cornell				1,851		(1,851)	40,000	38,149	
Other Grants & Contracts				36,375		(36,375)	168,000	131,625	
Annual Meeting	(35,137)	146,098	181,235	454,360	993,244	538,884	670,000	215,640	1,037,358
WCF World Council of Fisheries				913		(913)		(913)	
Membership	11,686	1,876	(9,810)	145,618	80,091	(65,527)	116,000	(29,618)	80,245
Awards	94	28	(66)	29,385	20,588	(8,798)	13,000	(16,385)	22,317
Mem Other		3	3	19	802	783	1,000	981	813
Advocacy	2,518		(2,518)	6,299		(6,299)	31,000	24,701	
Books	2,607	889	(1,718)	27,540	34,708	7,168	32,000	4,460	42,748
Journals	4,297	12,026	7,728	115,436	90,389	(25,047)	95,000	(20,436)	116,732
Fisheries		20	20	4,297	5,504	1,206	3,000	(1,297)	6,814
Total Expenses	196,044	318,992	122,946	3,225,646	3,421,478	195,829	3,762,500	536,853	3,835,553
Net Change from Operations	(68,436)	(275,410)	206,973	(543,972)	(127,803)	(416,171)	(244,000)	(299,973)	(370,708)

AMERICAN FISHERIES SOCIETY
Summary of All Units
For the Eleven Months Ending 11/30/2016

Non Operating (shown on a net basis)

Restricted contributions	20,710	1,548	19,163	8,697	162,054	(153,357)	117,000	(108,303)	165,659
Total Non Operating	20,710	1,548	19,163	8,697	162,054	(153,357)	117,000	(108,303)	165,659
TOTAL NET CHANGE	(47,726)	(273,862)	226,135	(535,275)	34,251	(569,528)	(127,000)	(408,276)	(205,049)