



American Fisheries Society
January Management Committee Meeting
Tuesday, January 22, 2019

Management Committee Participants: Jesse Trushenski, Steve McMullin, Brian Murphy, Leanne Roulson, Jackie Watson, Jud Kratzer, Heather Hettinger, John Boreman (Constitutional Consultant, non-voting), Randy Schultz (Incoming Constitutional Consultant, non-voting), Doug Austen (Executive Director, non-voting)

AFS Staff: Dan Cassidy, Drue Winters, Lauren Maza, Katrina Dunn

Minutes of the Meeting

1. **Welcome/Determination of Quorum** – Quorum established by Boreman. Meeting called to order by Murphy at 3:02 p.m.
2. **Agenda accepted**
3. **Review and approval of minutes** from the December 17, 2018, Management Committee meeting. Approved without comment.
4. **Constitutional Consultants report** (Boreman) –

- a. **Motion:** Approve the creation of the Indiana University Student Subunit.

Background: The bylaws for the proposed subunit (**Attachment A**) were reviewed by the Constitutional Consultant and deemed consistent with the AFS Constitution and Rules, and the petition was cleared by AFS HQ. The Indiana Chapter supports this action.

Moved by Boreman; 2nd by Murphy. Approved with unanimous consent.

- b. **Motion:** Approve the proposed amendments to the bylaws of the Southern New England Chapter (**Attachment B**)

Background: The Southern New England chapter has decided to split the Secretary-Treasurer position into two separate positions, and have the election for Treasurer conducted every third year, rather than every year, for the sake of continuity. Other minor changes to the bylaws are also proposed, mostly housekeeping in nature (see attached). The Constitutional Consultant deemed the changes consistent with the AFS Constitution and Rules, and Chapter membership recently voted to approve them.

Moved by Boreman; 2nd by Kratzer. Approved with unanimous consent.

- c. **Motion:** The AFS Management Committee recommends that the AFS Governing Board adopt the attached meetings code of conduct (**Attachment C**) to be applicable to all

AFS sponsored meetings including chapter, division, section and annual meetings.

Background: Ensuring that all AFS sponsored meetings are conducted in a manner that creates an atmosphere free of any form of bias, discrimination, or other forms of inappropriate conduct or unacceptable behavior should be a clear and unambiguous goal of the Society. Through the adoption of a code of conduct that is applicable to all AFS sponsored meetings including chapter, division, section and annual meetings, the Society establishes clear guidance to all attendees. This statement originated with the AFS Western Division and has been reviewed by the AFS Officers. The intent is for endorsement of this statement by the Management Committee and the Governing Board, to be effective immediately upon passage, and then conveyed to all AFS units.

Moved by Boreman; 2nd by Watson. Minor language editing was proposed by Trushenski, McMullin and Murphy as shown in Attachment C.
Approved with unanimous consent.

- d. **Motion:** Create a new AFS membership category with an annual membership fee of \$10 for high school students that is open to anyone enrolled in school that proceeds higher education.

Background: see **Attachment D**

Moved by Murphy; 2nd by McMullin. Approved with unanimous consent.

- e. **Motion:** Change the name of the AFS “Young Professional” membership category to “Early Career Professional”.

Background: see **Attachment E**

Moved by Murphy; 2nd by Watson. Approved with unanimous consent.

5. President/Officers activities report

- A. Trushenski – Attending Southern Division (Galveston, TX), North Central Division (Cleveland, OH) and Northeastern Division (Poughkeepsie, NY)
- B. Murphy – Will be attending the Tidewater Chapter meeting in Salisbury, MD, as part of initial organization for the 2021 AFS annual meeting in Baltimore.
- C. McMullin – Noted that he is coordination the “Leading At All Levels” workshop at the Southern Division meeting.

6. Executive Director and AFS staff report (Austen et al.)

- a. Policy update – Drue Winters – CASS letter sent to President Trump urging an end to the federal government shutdown; met with AFWA to work on strategy for RAWA; WOTUS comment period has not started since it has not been published in the Federal Register; will be working to review AFS climate policy statement as a starting point for new work on climate change. Also noted the work of Abby Lynch and

Laura Thompson on an ecosystem transformation workshop planned for the Reno AFS meeting

- b. AFS Financial Review (Cassidy and **Attachments F, G, and H**)
Trushenski recommended that AFS staff work to better delineate individual program revenue and expense levels to allow understanding of program areas that are revenue generators as differentiated from those that are sinks. It was noted that groups like AFS always have areas that generate revenue to support critical programs that are of value but don't cover their costs.
- c. ITN video project – Austen briefly reviewed the current partnership with TN to develop news video programming on fisheries issues. ITN will be filming at the Midwest Fish and Wildlife Conference and interviewing key AFS leadership. We will work with them to identify key story ideas.
- d. AFS Development Director Katrina Dunn introduction to “1870 Society” (**Attachment I**). This will be rolled out over the course of the next several months with additional information provided at the Mid-Year Governing Board meeting.
- e. Mid-year Governing Board Meeting agenda items (Austen) – key items
 - i. Logistics update – brief review of details for Cleveland Mid-Year Governing Board meeting
 - ii. PCG report – Assignment to Governing Board members to review and prepare for working session
 - iii. Reno Declaration/Statement of the Societies – Austen and Trushenski briefly introduced the concept of developing a joint Society statement on a key conservation or science issue that would be unveiled at the Reno meeting.

7. Additional Topics - None

8. Adjourn at 4:18 p.m.

Attachment A

Bylaws of the Indiana University Subunit of the Indiana Chapter of the American Fisheries Society

Article I. Name and Objectives

1. The name of this organization shall be the Indiana University Subunit of the Indiana Chapter of the American Fisheries Society, hereinafter referred to as the Subunit, Chapter, and Society, respectively.
2. The objectives of the Subunit shall be those of the Society as set forth in Article I of the Constitution.
3. All activities of this Subunit shall conform to the Society's Constitution, Rules, and Procedures.

Article II. Membership

1. The membership of the Subunit shall be composed of Indiana University students, faculty, and alumni who are active members of the Chapter.
2. Only active members of the Society may vote, hold office, or chair a committee.

Article III. Officers

1. The officers of the Subunit shall consist of a President, Vice President, and Secretary – Treasurer.
2. All officers must be members in good standing of the Society.
3. Officers shall be nominated by a nominating committee appointed by the President. Officers shall be elected by a majority of ballots cast and election methods shall be determined by the Executive Committee.
4. Terms of newly elected officers shall change at the meeting closest in time to the Society's annual meeting.
5. The Subunit Officers shall serve for a period of one year in each office, and shall be ineligible for reelection for a period of one year after the expiration of their term.
6. In the event of a vacated position, the Executive Committee shall appoint a qualified replacement to fill the unexpired term.
7. No elected officer or appointed committee member of the Subunit shall receive any salary of other compensation. Expenses associated with Subunit-related activities may be defrayed from funds available to the Subunit when authorized by the Executive Committee.

Article IV. Duties of Officers

1. The President shall:
 - a. Preside at all meetings;
 - b. Serve as Chair of the Executive Committee;
 - c. Appoint all committees;
 - d. Coordinate the activities of the Subunit's standing and special committees, and serve as liaison between such committees and the Executive Committee;
 - e. Represent the Subunit to the Indiana Chapter;
 - f. Conduct official correspondence for the Subunit and present reports of Subunit activities at the annual meeting; and
 - g. Make such appointments and perform other duties and functions as are authorized and necessary.

2. The Vice President shall:
 - a. Serve on the Executive Committee;
 - b. Serve as the chair of the Nominating Committee;
 - c. Serve as the chair of the Program Committee; and
 - d. Shall assume the duties of the President in the event of his/her absence or inability to act.

3. The Secretary – Treasurer shall:
 - a. Keep the official records of the Subunit, and collect and be custodian of any fees or assessments authorized by these bylaws or funds allotted to the Subunit by the Society;
 - b. Disburse funds only as authorized by either the membership or Executive Committee.
 - c. Submit, at the annual Subunit meeting, the year-end report for the previous fiscal year and a comparison of approved versus actual income and expenditures for the current fiscal year;
 - d. Submit minutes of the annual Subunit meeting to the President of the Indiana Chapter within 30 days after the annual Subunit meeting;
 - e. Serve on the Executive Committee; and
 - f. Conduct the election.

Article V. Executive Committee

1. The Executive Committee of the Subunit shall consist of elected officers and other members as appointed by the President. The Faculty Advisor will serve as a non-voting member of the Executive Committee.
2. The Executive Committee is authorized to act on behalf of the Subunit between meetings.
3. A majority of voting Executive Committee members constitutes a quorum. A quorum is required for transactions of official business at an Executive Committee meeting. Executive Committee members can appoint proxies.
4. Each member of the Executive Committee shall have one vote on Executive Committee decisions. In the event of a tie, the President may cast the deciding vote.

5. Executive Committee meetings are called by the President and are typically held three times a year.

Article VI. Meetings and Voting

1. The Subunit shall hold at least one meeting annually at a time and place designated by the Executive Committee. Special meetings may be called by the President with approval of the Executive Committee.
2. A quorum is required for transactions of official business and shall be a majority of the Subunit membership.
3. Business and voting may be conducted via mail or electronic media if approved by the Executive Committee.
4. Unless otherwise specified in these Bylaws or the Constitution of the Society, meetings are conducted according to the latest edition of Robert's Rules of Order.
5. Decisions at meetings are by simple majority of Active Members voting, except 2/3 majorities are required in special cases such as amending the Bylaws and suspending a Rule. Other less frequently used voting requirements are described in Robert's Rules of Order.

Article VII. Subunit Committees

1. Committees and Chairs of committees, except as listed in Articles IV and V of these Bylaws, shall be appointed and charged by the President. Except for Standing Committees, these Subunit committees shall cease to function upon the discharge of the duties for which they were appointed or with the end of the term of the appointing officer.
2. Standing Committees help the President and the Executive Committee conduct the Subunit's affairs, and the chairs should report their committees' activities, findings, and recommendations at Subunit meetings and interim meetings of the Executive Committee.
3. The Subunit has established the following Standing Committees:
 - Conservation Committee: responsible for looking for opportunities to volunteer
 - Recreation Committee: responsible for coordinating events such as fishing trips and canoe trips.
 - Recruitment Committee: responsible for posting fliers and promoting the Subunit in a creative way.

Article VIII. Dues and Fees

1. The Executive Committee shall establish annual dues subject to approval of the members voting at the April meeting.
2. The Executive Committee may assess registration fees for meetings.

Article IX. Bylaws

1. The Bylaws are the defining document for the Subunit and take precedence over all other rules and procedures of the Subunit. The Bylaws cannot be suspended and cannot be changed without prior notice to members.

- A. The Bylaws may be amended by a 2/3 majority of Active Members choosing to vote, provided that the proposed amendment(s) are circulated in writing to the membership at least 30 days prior to voting.
- B. In accordance with the Society Constitution, a proposed amendment shall be reviewed by the Society's Constitutional Consultant for conformity with the Constitution, Rules, and Procedures of the Society. The Constitutional Consultant presents the adopted amendment to the Society Management Committee for approval.
- C. Amendments take effect when the Subunit receives written notice of their approval by the Management Committee from the Executive Director.

Attachment B

SOUTHERN NEW ENGLAND CHAPTER AMERICAN FISHERIES SOCIETY BY-LAWS

Section 1 - Name and Objectives- The name of this organization shall be the Southern New England Chapter of the American Fisheries Society, hereinafter referred to as the Chapter and Society respectively. The objectives of the Chapter shall be those of the American Fisheries Society as set forth in Article 1 of the Constitution of the American Fisheries Society and to encourage the exchange of information by members of the Society residing or working within Massachusetts, Connecticut, or Rhode Island.

Section 2 – Membership- The membership of the Chapter shall be composed of those Society members in good standing residing or working in Massachusetts, Connecticut, or Rhode Island. Any American Fisheries Society member in good standing, who wishes to become a member of the Chapter, may do so by paying dues according to Section 10. Members of the University of Connecticut Student Subunit and members of the University of Massachusetts Amherst Student Subunit shall be recognized as Chapter members.

Section 3 – Officers- The officers of the Chapter shall consist of a President, President-Elect, ~~and a Secretary, and~~-Treasurer. Officers shall serve for a period of one year in each office, with the exception of Treasurer. Terms of newly elected officers shall change-begin at the Chapter's annual business meeting. The Secretary ~~—Treasurer~~ shall be elected at the Chapter's annual business meeting, as defined in Section 8, and, in turn, shall ascend to the office of President-Elect, and President without election by the membership. If the Secretary ~~—Treasurer~~ cannot assume the responsibilities of President-Elect, the membership will elect a new President-Elect and Secretary ~~—Treasurer~~ at its next business meeting. If the President-Elect cannot assume the responsibilities of President, the Secretary ~~—Treasurer~~ will assume that office, and the membership will elect a new President-Elect and Secretary ~~—Treasurer~~ at its next business meeting. If a position is vacated during a term of office, the Executive Committee, as defined in Section 5, may appoint a qualified replacement to serve out the term. The Treasurer shall be elected at the annual business meeting every third year. Prior to each annual business meeting in non-election years, the President shall confirm the current Treasurer is willing and able to remain in office; if not, candidates shall be solicited with the call for Secretary candidates. If the Treasurer vacates office during the year, the same protocols for the ascending offices shall be employed. In the event of a cancellation of an annual meeting, the officers and the members of any committees shall continue to serve until the next scheduled meeting.

Section 4 - Duties of Officers- The President of the Chapter shall preside at all meetings, shall serve as Chairperson of the Executive Committee, shall represent the Chapter to the Northeastern Division and the Society, shall fulfill committee assignments as established by the Executive Committee, as defined in Section 5, make such appointments and perform other duties and functions as are authorized and necessary, and shall advance to the office of

Past-President at the end of the term.

The President-Elect shall be the Chapter's representative to the Division's Membership Committee, shall prepare the program and moderate the presentations at Chapter meetings, shall fulfill committee assignments as established by the Executive Committee, as defined in Section 5, assume the duties of the President in the event of his/her inability to act, and shall advance to the office of President at the end of the term.

The Secretary ~~Treasurer~~ shall keep the official records of the Chapter and shall advance to the office of President-Elect at the end of the term and collect and be ~~The Treasurer collects and is the~~ custodian of dues and registrations fees collected under Section 10 of these By-Laws and any funds which may be allotted to the Chapter. The Treasurer shall disburse funds as may be authorized and necessary, and shall submit a record of receipts and disbursements at the annual Chapter meeting. The Secretary ~~and~~ Treasurer shall fulfill committee assignments as established by the Executive Committee, as defined in Section 5. ~~shall disburse funds as may be authorized and necessary, and shall submit a record of receipts and disbursements at the annual Chapter meeting. He/she~~ They shall perform such duties as may be requested by the Society Secretary Treasurer of the Parent Society and the Secretary-Treasurer of the Northeastern Division, ~~and shall advance to the office of President-Elect at the end of the term.~~

Section 5 - Executive Committee-The Executive Committee of the Chapter shall consist of the officers and the immediate Past President. The Committee is authorized to act for the Chapter as constrained by Sections 9 and 11 and to perform appropriate duties and functions.

Section 6 - Chapter Committees-Committees may be created as necessary to conduct the Chapter activities. These could include, but not be limited to Program Development, Publicity, Education and Environmental Affairs, Professionalism, and Membership Committees. The committee members and Chairpersons shall be appointed by the President. The terms of office for members of Chapter Committees shall end upon the discharge of the duties for which they were appointed, or at the next annual meeting of the Chapter, whichever comes first.

Section 7 - Board of Directors- Committee chairpersons will serve on the Board of Directors to advise the Executive Committee in conducting Chapter business between annual business meetings. In addition, one or more member(s)-at-large will be appointed by the President to serve a one-year term on the Board.

Section 8 - Meetings- The Chapter shall hold at least one business meeting annually at a time and place designated by the Executive Committee. The program and presentation shall be the responsibility of the President-Elect.

Section 9 - Voting and Quorum-Unless otherwise specified in these Bylaws or the Constitution of the Society, decisions of the Chapter shall be in accordance with the latest edition of Robert's Rules of Order. Business and voting may be conducted via mail or

electronic media approved by the Executive Committee. A quorum at any meeting for the transaction of official business shall be twenty Chapter members.

Section 10 - Dues and Fees- Executive Committee shall establish annual dues subject to approval of the members voting at the annual meeting. The Executive Committee will assess each registrant attending meetings of the Chapter a registration fee necessary to cover the costs of the meeting and Chapter activities. The registration fee will be higher for registrants who are not members of the Parent Society and lower for students and retirees.

Section 11 - Amendments of the By-Laws and Procedural Manual -The Bylaws are the defining document for the Chapter and take precedence over all other rules and procedures of the Chapter. The Bylaws cannot be suspended and cannot be changed without prior notice to members. The Bylaws may be amended by a 2/3 majority of Active Members choosing to vote, provided that the proposed amendment(s) are circulated in writing to the membership at least 30 days prior to voting. In accordance with the Society Constitution, an adopted amendment shall be reviewed by the Society's Constitutional Consultant for conformity with the Constitution, Rules and Procedures of the Society. The Constitutional Consultant presents the adopted amendment to the Society ~~Governing Board~~Management Committee for approval. Amendments take effect when the Unit receives written notice of their approval by the ~~Governing Board~~Management Committee from the Executive Director. Amendments to the SNEC Procedural Manual can be made by a majority vote of the SNEC Executive Committee.

Accepted:	December 17, 1968	Auburn, Massachusetts
Amended:	June 27, 1985	Avery Point, Connecticut
Amended:	June 8, 1994	Narragansett, Rhode Island
Amended:	June 14, 2006	Fall River, Massachusetts
Amended:	June 16, 2016	Providence, Rhode Island
Amended:	June 28, 2018	Narragansett, Rhode Island

Attachment C

AFS Meetings Code of Conduct

Purpose:

American Fisheries Society (AFS) meetings are among the most respected scientific meetings of fisheries professionals in the natural resource scientific community. AFS values the diversity of views, expertise, opinions, backgrounds, and experiences reflected among all attendees, and is committed to providing a safe, productive, and welcoming environment for all meeting participants and AFS staff. All participants, including, but not limited to, attendees, speakers, volunteers, exhibitors, staff, service providers, and others, are expected to abide by this Meetings Code of Conduct. This Code of Conduct applies to all AFS meeting-related events, including those sponsored by organizations other than AFS but held in conjunction with AFS events, in public or private facilities.

Expected Behaviors:

- Treat all participants, attendees, AFS staff, and vendors with respect and consideration, valuing a diversity of views and opinions, and critiquing ideas rather than individuals.
- Refrain from demeaning, discriminatory, or harassing behavior and speech directed toward other attendees, participants, AFS staff, and suppliers/vendors.
- Be mindful of your surroundings and of your fellow participants. Alert AFS staff or venue event staff if you notice a dangerous situation or someone in distress.
- Respect the rules and policies of the meeting venue, hotels, AFS-contracted facility, or any other venue.
- To foster a welcoming environment, assist AFS members with impaired physical or cognitive abilities, if necessary.

Unacceptable Behaviors:

- Harassment, intimidation, or discrimination in any form is unacceptable. Harassment includes speech or behavior that is not welcome or is personally offensive. Behavior that is acceptable to one person may not be acceptable to another, so use discretion to be sure respect is communicated. Harassment intended in a joking manner still constitutes unacceptable behavior. ~~If the recipient feels like something is harassment, it is harassment, regardless of intent.~~ **Regardless of your intent, if you are advised directly or by another party that some aspect of your speech or behavior at an AFS meeting is harassment, you are expected to stop engaging in such speech or behavior.**
- Do not physically or verbally abuse any attendee, speaker, volunteer, exhibitor, AFS staff member, service provider, or other meeting guest.
- Examples of unacceptable behavior include, but are not limited to, unwelcome or offensive verbal comments related to age, appearance, or body size, employment or military status, ethnicity, gender identity and expression, individual lifestyle, marital status, national origin, physical or cognitive ability, political affiliation, sexual orientation, race, or religion. Harassment can also include the use of sexual and/or discriminatory images in public spaces or

in presentations; deliberate intimidation; stalking; following; harassing photography or recording; sustained disruption of talks or other events; bullying behavior; inappropriate physical contact; and unwanted sexual attention.

- Do not record, take photographs of, or post to social media another individual's oral presentation, or poster, or likeness without the explicit permission of that individual.
- Do not disrupt talks at oral or poster session or activities in the exhibit hall or at other events organized by AFS at the meeting venue, hotels, or other AFS -contracted facilities.
- Any retaliation against participants for reporting unacceptable behavior is unacceptable. Like harassment or discrimination, retaliation against reporting poor behavior will be subject to consequences.

Reporting Unacceptable Behavior:

- Anyone experiencing or witnessing behavior that constitutes an immediate or serious threat to public safety at any time should contact local law enforcement (by calling 911) and immediately notifying facility security without delay.
- If you are not in immediate danger but feel that you are the subject of unacceptable behavior, you are encouraged to file a formal complaint to the AFS Ethics and Professional Conduct Committee and/or an AFS officer or the AFS Executive Director.

Consequences:

- Anyone requested to stop unacceptable behavior is expected to comply immediately.
- Consequences to unacceptable behavior will be determined by the AFS Ethics and Professional Conduct Committee in conjunction with AFS officers and the AFS Executive Director.
- Consequences may include one or more of the following actions:
 - Dismissal from the meeting without refund
 - Reporting to your agency
 - Exclusion from any future AFS (sub unit/chapter/division) meetings for five years
 - Revoke of AFS membership without the opportunity for renewal for five years
 - If the offense is criminal, local law enforcement will be contacted.

Attachment D

Motion for Consideration by the AFS Management Committee

Submitted by AFS Membership Committee

Motion: Create a new AFS membership category with an annual membership fee of \$10 for high school students ~~that is open to anyone enrolled in school that proceeds higher education.~~

Background:

1. The Membership Committee unanimously support this motion.
2. AFS currently has only a few members who are high-school (HS) students. These students enroll in AFS under the existing student-member category (\$25 per year). HS students represent a potential growth area for AFS membership.
3. Enrolling HS students will get them into the AFS pipeline earlier than most current students.
 - a. This will create opportunities for special outreach to this group.
 - b. Such outreach will increase students' exposure to potential college programs and potential careers in fisheries and other aquatic sciences, and open the door to lifelong membership and participation in AFS.
4. A special membership category for HS students will:
 - a. Communicate the message that AFS is interested in helping them as they navigate choices in careers and related schooling.
 - b. Allow tracking of the retention and the activities of these student members as they progress through their student career and beyond.
5. A \$10 membership rate will make AFS membership more broadly available and attractive to HS students, who have many competing interests.
 - a. A precedent for a \$10 membership rate already exists for international AFS members from low-income countries.
 - b. The financial impact to AFS of offering this rate to HS students for a few years is negligible, and is more than offset by the likely later increase in AFS enrollment as these student's progress through regular student membership, early-career professionals' membership, and regular AFS membership.
6. Increased outreach to HS students will be an integral part of AFS 1st Vice President Brian Murphy's *Plan of Work* as AFS President (2020-2021).

Attachment E

Motion for Consideration by the AFS Management Committee

Submitted by AFS Membership Committee

Motion: Change the name of the AFS “Young Professional” membership category to “Early Career Professional”.

Background:

- The Membership Committee unanimously supports this motion.
 - The “Young Professional” membership category is valid for five years after graduation and is “designed to give young working professionals Regular membership at a discounted rate”.
 - A career in the fisheries profession can take many potential routes, and the use of the term *young* does not entirely reflect the purpose of the reduced membership fee. The reduced rate eases the financial burden on members during the transition from student to full professional, and the use of *early career* would be more inclusive of members that switched paths or went back to school later in their career.
 - Additionally, changing the membership category to “Early Career Professional” instead of “Young Professional” would be more consistent with language used in AFS Sections:
 - The Education Section offers the Early Career Professional Travel Award, which promotes attendance of recently graduated professionals at the Annual Meeting.
 - The bylaws for the Student Subsection were amended in 2018 to change their name to the Student and Early Career Professionals Subsection to be more inclusive of recently graduated members.
 - The Early Career Professional Committee within the Fisheries Management Section works to support the transition from student to fisheries professional.
- Consistent language across the Society would prevent confusion related to this membership category.
- The proposed motion would have no financial impact on AFS as the rate for the membership category would not change (currently \$50.00 per year).

Attachment F



American Fisheries Society

Organized in 1870 to Promote the Conservation, Development and Wise Utilization of Fisheries

425 Barlow Place, Suite 110 * Bethesda, Maryland 20814-2199

301-897-8616 * FAX 301-897-8096 * E-Mail: main@fisheries.org, www.fisheries.org

Jesse Trushenski, PhD
President 2018-2019

Douglas J. Austen, PhD
Executive Director

November 2018 Financial Report Prepared January 16, 2019

This narrative summarizes the information in the attached financial reports.

Summary. By most measures, AFS is having a strong financial year. Program revenues are higher nearly across the board or very close to last year's totals. However, despite new member benefits, broader communications efforts, new publications, education and policy initiatives, membership levels remain flat. Institutional members saw little change as well. These trends are somewhat puzzling. From a demographic standpoint, AFS is becoming a younger professional society with more student and young professional members and meeting attendees. Surprisingly, the Atlantic City meeting attracted more student member attendees than professional member attendees. This demographic change means lower registration income on top of lower fundraising and exhibit sales. AFS also felt the early effects of a declining stock market with investment income markedly down this year versus last. With a higher cost structure, AFS has little margin for error in meeting its 2018 budget goal and had to withdrawal unrestricted funds from its investments to meet operating needs. While additional revenue will be realized in the fourth quarter, AFS will not meet its 2018 budget goal.

Financial Position. Assets stand at \$5,320,000 marginally higher than last month while well below last year by \$543,000.

- Notable changes in Assets include: lower bank cash position, book inventory write off in December 2017 and lower investment account portfolio (a \$150,000 withdrawal in September) offsetting about \$70,000 appreciation this month.
- Notable changes in Liabilities include: lower accrued benefit payables and an increase in subunits dues payables.

Program Activities. Through November, revenue totals \$2,861,000 but trails last year by \$352,000 on expenses of \$3,568,000 resulting in a deficit of \$707,000 versus a budget deficit of \$189,000.

However, the financial comparison is more favorable with the removal of investment activity, given the proportional impact the AFS investments have on operating income.

	Nov/2018	Nov/2017	Difference
Total Income, YTD	\$2,861,000	\$3,213,000	(\$352,000)
Less:			
Interest and dividends	\$ 100,000	\$ 67,000	
Realized gains	\$ 80,000	\$ 37,000	
Unrealized (loss) / Gain	(\$ 118,000)	\$ 420,000	
Total Investment Activity	\$ 62,000	\$ 524,000	\$462,000
Adjusted Total Income	\$2,799,000	\$2,689,000	\$110,000

Excluding investment activity reveals AFS operations were stronger in 2018 than last year because of an increase in individual member dues, higher job board ads and higher revenue from books and journals. Most other income categories are at or slightly below last year's levels. Another \$134,000 of Hutton income is

recorded in the restricted contributions line (at the bottom of the income report). There has been no substantive unrestricted development activity. New funds secured fall under the annual meeting or pertain to grants for the Diversity Venture and GreyLit Database.

Expenses total \$3,568,000 compared to \$3,352,000 last year and are higher for a variety of reasons. AFS has been reducing administrative costs throughout the year. For example, it changed audit firms in 2018 and saved about \$10,000.

Administration- The increase reflects prepaid insurance, World Council back dues, and bank fees for allocation to the annual meeting.

Staff costs- reflect all but one position filled (Editorial Assistant).

Technology- reflects increasing segregation of technology costs.

Continuing education- reflects lower meeting costs.

Cornell- the Climate Science Center evaluation portion of the grant concluded and the remaining activity relates to joint AFS-TWS programming at the 2019 annual meeting.

Annual meeting- costs ended lower than last year on about the same attendance levels due to shrewd negotiations.

Membership- reflects additional database management costs such as hosting and license fees

Awards- includes a restricted cost that needs to be reposted to another program.

Fisheries- reflects higher costs attributable to transition in staff editorial manager.

Attachment G

AMERICAN FISHERIES Summary of All Units For the Eleven Months Ending 11/30/2018

	Year to Date - Actual			Budget		2017 Annual
	2018	2017	Var \$	2018 BUDGET	vs YTD Actual	Actual
Revenue						
Administration	\$63,509	\$525,078	(\$461,568)	\$297,000	(\$233,491)	\$560,301
Web	24,439	1,890	22,549	7,000	17,439	4,920
Continuing Education	13,095	19,675	(6,580)	12,000	1,095	19,675
Rotenone				16,000	(16,000)	3,856
Certification	4,471	5,600	(1,129)	10,000	(5,529)	5,750
Other Education				12,000	(12,000)	
Hutton	5,000	79,650	(74,650)	150,000	(145,000)	134,650
Cornell	111,311	107,598	3,714	132,000	(20,689)	237,477
Other Grants & Contracts				125,000	(125,000)	
Annual Meeting	846,620	853,902	(7,282)	1,009,000	(162,380)	931,802
Membership	533,641	464,930	68,711	567,000	(33,359)	464,930
Awards	4,957	5,590	(633)	4,000	957	5,590
Mem Other	16,391	8,251	8,140	13,000	3,391	8,865
Jobs	38,950	22,952	15,998	30,000	8,950	26,677
Advocacy	13,310	22,100	(8,790)	25,000	(11,690)	26,700
Books	148,983	102,507	46,477	131,000	17,983	30,843
Journals	1,035,873	993,471	42,401	1,240,000	(204,127)	1,048,166
Fisheries	335	45	290		335	45
Other Publications	79		79		79	
Total Revenue	2,860,964	3,213,239	(352,274)	3,780,000	(919,036)	3,510,247
Expenses						
Administration	392,976	298,895	(94,080)	320,000	(72,976)	569,365
Staff Costs	1,913,658	1,860,728	(52,930)	2,139,000	225,342	2,029,516
Technology	76,290	31,903	(44,387)	39,000	(37,290)	36,403
Communication	3,072	1,585	(1,487)	11,000	7,928	1,585
Web	14,376	32,954	18,578	19,000	4,624	40,131
Development	1,412	3,153	1,741	12,000	10,588	3,234
Continuing Education	9,249	20,125	10,876	10,000	751	20,132
Rotenone				16,000	16,000	
Certification	130	397	267	1,000	870	404
Other Education		2,040	2,040	1,000	1,000	2,040
Board	46,782	46,330	(453)	54,000	7,218	46,008
Committees				2,000		
Hutton	104,865	96,291	(8,574)	123,000	18,135	96,291
Cornell	45,855	30,076	(15,779)	61,000	15,145	88,792
Other Grants & Contracts	8,276		(8,276)		(8,276)	
Annual Meeting	576,444	693,117	116,673	818,000	241,556	758,089
Other Meetings	621	488	(132)	1,000	379	488
Membership	207,650	86,180	(121,470)	114,000	(93,650)	134,627
Awards	16,343	5,791	(10,552)	15,000	(1,343)	5,791
Mem Other	1,755	887	(868)	1,000	(755)	1,043
Units		577	577	1,000	1,000	577
Advocacy	7,607	4,574	(3,033)	27,000	19,393	5,099
Books	42,205	27,065	(15,140)	25,000	(17,205)	32,213
Journals	80,681	106,854	26,173	152,000	71,319	168,741
Fisheries	17,280	2,067	(15,213)	7,000	(10,280)	2,750
Total Expenses	3,567,527	3,352,077	(215,449)	3,969,000	401,474	4,043,319
Net Change from Operations	(706,563)	(138,838)	(567,723)	(189,000)	(517,563)	(533,072)
Non Operating (shown on a net basis)						
Rotenone						(3,856)
Restricted contributions	150,599	(2,625)	153,224	285,000	(134,401)	98,779
Total Non Operating	150,599	(2,625)	153,224	285,000	(134,401)	94,923
TOTAL NET CHANGE	(555,964)	(141,463)	(414,499)	96,000	(651,964)	(438,149)

Attachment H

American Fisheries
Statement of Financial Position
As of 11/30/2018

	2018	2017	Variance
ASSETS			
Current Assets			
Petty Cash	\$694	\$694	
Checking	207,053	336,943	(129,890)
Certificate of Deposits		54,095	(54,095)
Accounts Receivable	78,128	43,605	34,523
Allowance of doubtful accounts	(14,170)	(14,170)	
Inventory	289,527	442,358	(172,831)
Prepaid Expenses & Deposits	16,570	186,969	(170,399)
Current Assets	<u>557,802</u>	<u>1,050,494</u>	<u>(492,692)</u>
Property and Equipment	1,162,344	1,113,454	48,890
Accumulated Depreciation	(732,949)	(698,662)	(34,287)
Net Property and Equipment	<u>429,395</u>	<u>414,792</u>	<u>14,603</u>
Long Term Assets			
Long-Term Investments	4,332,259	4,397,203	(64,944)
Total Long Term Assets	<u>4,332,259</u>	<u>4,397,203</u>	<u>(64,944)</u>
Total Assets	<u>5,319,456</u>	<u>5,862,489</u>	<u>(543,033)</u>
LIABILITIES AND NET ASSETS			
Current Liabilities			
Accounts Payable	150,919	232,626	(81,707)
Accrued Expenses	240,118	271,590	(31,472)
Subunits Dues Payable	92,535	48,731	43,804
Subunits Books Payable	2,659	(4,367)	7,026
Deferred Income	981,417	611,655	349,762
Total Current Liabilities	<u>1,447,648</u>	<u>1,160,235</u>	<u>287,413</u>
Net Assets			
Net Assets - Unrestricted	4,409,323	4,843,718	(434,395)
Change in Unrestricted Net Assets - Curr Year	(537,515)	(141,464)	(396,051)
Total Net Assets - End. Balance	<u>3,871,808</u>	<u>4,702,254</u>	<u>(830,446)</u>
Total Liabilities and Net Assets	<u>5,319,456</u>	<u>5,862,489</u>	<u>(543,033)</u>

Attachment I

1870 Society January 2019

Background

The American Fisheries Society (AFS) will celebrate its 150th year in December 2020. In recognition of the 150th anniversary, and AFS's growing efforts to cultivate a culture of giving, AFS will establish the **1870 Society**, a donor club. To be launched in 2019, The 1870 Society will recognize and encourage contributions from donors in support of the mission and programs of AFS.

The 1870 Society will generate revenue through annual gifts from individual donors, from both within and outside of the AFS membership. These funds will largely be unrestricted. Unrestricted gifts provide flexible resources to support the immediate and greatest needs of AFS. These areas of need may include research, management, publications, capacity, policy and education, training and professional development.

In the future, the 1870 Society could go on to shepherd important projects for AFS. AFS reserves the ability to build out additional levels or programs within the 1870 Society.

Eligibility

Participation in the 1870 Society is open to all individuals, regardless of membership in AFS. Membership in the 1870 Society is renewable annually (calendar year). Membership in the 1870 Society begins with your first annual gift above \$150, and continues with ongoing annual support. Members must make qualifying level donations each year (\$150 or greater) to maintain membership in the donor club. These gifts can be outright gifts, pledge payments, or multi-year pledges.

For the first 18 months, inaugural members giving at \$500 and above will be recognized as **Founding Members** for the leadership funding they provide to the club in its infancy. Additionally, Founding Members may also include donors who have supported AFS in the two consecutive years prior to the launch of the program at an amount totaling \$500 or more.

Membership Breakdown

Membership Level	Gift Amount	Notes
Members	\$150.00+	<ul style="list-style-type: none">This is the minimum annual gift to be eligible for the 1870 Society. This gift level must be maintained in consecutive year to maintain membershipGrandfathered Members will be those Cumulative gifts made in the last 24 months totaling up to \$300.00+. Additionally, these individuals will be encouraged to upgrade gifts to <i>Founding Member</i> level

Founding Member	\$500.00+	<ul style="list-style-type: none"> • Gifts must be made during the first 18 months of the launch of the donor club to be recognized as <i>Founding Member</i> • Gifts must be made in two consecutive years in the time during the first 16 months or in the prior 12 months to launch (February 2018 through July 2020)
President's Circle	\$1,000.00+	<ul style="list-style-type: none"> • Gifts made in this amount in the first 16 months would also make one eligible to be a <i>Founding Member</i>
Legacy Leaders	Planned Gifts	<ul style="list-style-type: none"> • Category designed to recognize those who have made a planned gift or bequest to AFS. • Legacy Leaders must make an eligible gift to be recognized as <i>Founding Members</i> or <i>President's Circle Members</i>

Recognition

Members of the 1870 Society will be recognized publicly in throughout various channels of AFS. Recognition and benefits will be varied based on level of gift and/or cumulative contribution to AFS.

- Invitations to special events, including exclusive (reception and/or luncheon) held each year in conjunction with the AFS Annual Meeting
- Program highlights and participant (donor) profiles in *Fisheries* magazine
- Membership commemorative certification recognizing their gift
- Unique gift in appreciation of their membership in the 1870 Society
- Year-round communications from the AFS President and Executive Director, keeping you up-to-date on how your donation is making an impact for AFS
- Recognition (with your permission) on AFS's website
- Identifying 1870 Society ribbon to be worn during AFS Annual Meeting and AFS events
- Special listings in the Annual Report of the American Fisheries Society

Benefits

Member Level	Benefits
Members	<ul style="list-style-type: none"> • Certificate of appreciation • Recognition in multiple channels at AFS, including <i>Fisheries</i> magazine, the annual report, and the AFS website • Quarterly newsletter from AFS keeping members up-to-date on the latest happenings of AFS
Founding Members	<ul style="list-style-type: none"> • Invitation to special 1870 Founding event celebration • Founding Members are recognized in perpetuity as Founding Members of the 1870 Society • Founding Members will receive a commemorative keepsake • Will be recognized at the Annual Business Meeting during the AFS Annual Meeting
President's Circle	<ul style="list-style-type: none"> • These members will receive all the benefits of the Members and Founding Members level • Invitation to attend the Governing Board Reception at the Annual Meeting • Conference call with Executive Director and President • Free guest registration at the AFS Annual Meeting

	<ul style="list-style-type: none"> • Opportunity for reserved seating or early access to special events at the AFS Annual Meeting (for example the Grand Networking Event)
Legacy Leaders	<ul style="list-style-type: none"> • Certificate of appreciation and a letter from the Executive Director • Recognition in multiple channels at AFS, including <i>Fisheries</i> magazine, the annual report, and the AFS website • Those willing to leave a significant gift to AFS will be recognized in a unique way based on discussions between AFS and the donor