

American Fisheries Society Management Committee Meeting

14 August 2015
Portland, Oregon
Meeting Minutes

Participants

MC Members: Donna Parrish, Ron Essig, Joe Margraf, Steve McMullin, Kristen Ferry, Vince Travnichak, Dave Coughlan, Hilda Sexauer, Margaret Murphy, Mark Porath, Jesse Trushenski, Laura Wildman and Doug Austen (non-voting)

Constitutional Consultant: Jessica Mistak, John Boreman (Apprentice)

AFS Staff: Shawn Johnston, Denise Spencer and Jasmine Sewell, Dan Cassidy, Beth Beard

Guests: Emerging Leaders Gretchen J. A. Hansen, Jeffrey Jolley, Karen M. Dunmall and Alix Blake, Michigan State University Fenske Fellows, Gwen White and Cleve Stewart

Minutes of the Meeting

- 1. Quorum confirmed (by Mistak) and meeting called to order at 1:05 p.m. by Parrish**
- 2. Approve Agenda**

There were no changes to the agenda. Move to approve by Essig; 2nd by Murphy. Passed by unanimous consent.
- 3. President's Remarks**

Parrish noted that an expectation of the Management Committee was to participate in monthly conference calls
- 4. Executive Director's Report**

Brief review by Austen of information conveyed in Executive Director's report submitted to Management Committee and Governing Board on August 10, 2015 (attached). Austen demonstrated the new Society website that should be released within the next several weeks.

Discussion:

- Membership is growing and one challenge is identifying chapter members who are not AFS members
- Mark Porath noted that a previous survey found that 30% did not know they weren't AFS members
- AFS has recently initiated a project funded by USGS as a subcontractor to Cornell University to manage the review of the eight regional Climate Science Centers.

AFS will be managing the development of the review teams and will be reaching out to AFS members to solicit nominations. The funding included \$10,000 per year for three years to engage TWS and AFS in climate change discussions.

- 2016 Annual Meeting. Kansas City is the site for the annual meeting next year chaired by Vince Travnichek
- 2019 joint annual meeting with TWS scheduled for Sept 26-Oct 4 in Reno, NV

Financial Report. Dan Cassidy reviewed AFS's financial status

- AFS's financial position is strong and net income is tracking ahead of last year
- 2014 Financial Audit. The annual audit was recently completed and the AFS Audit Committee submitted its report on the outcomes from the audit. There were no significant deficiencies and the Committee requests the MC accept the audit report.
- Approval of Auditor's Report

Motion: To accept the 2015 Auditor's Report.

Moved by Trushenski; 2nd by Sexauer. Motion passed by unanimous consent

2016 Budget Proposal

- Cassidy presented a summary of the budget proposal and key programmatic budget elements that are more functionally aligned than in past budgets
- Revenue is almost \$3.7 million and expenses total \$3.8 million
- The 2016 budget is presented as an investment budget, whereas certain expenses have been included for new programs and staff support in anticipation of future revenues.

Motion: Recommend the Management Committee approve the Executive Director's proposed budget for 2016, with the understanding that the overall budget would not be balanced per Society policy

Moved by McMullin; 2nd by Porath. Motion passed by unanimous consent

5. Constitutional Consultant's Report

Mistak presented a series of changes to the Society's rules and procedures

A. Motion #1: Amend the Society's Rules to more accurately reflect the current duties and roles of the Governing Board and Management Committee as follows:

- 4.E. The Governing Board decides Society policies, ~~approves the annual budget as presented by the Management Committee, and transacts other necessary Society business.~~ leads Society strategic planning initiatives, and reviews Society business matters that need membership approval.

- 5.D. The Management Committee meets monthly and handles general oversight of Society operations including budget approval; Executive Director activities and, through him/her, staff activities; society-wide meetings; communications with membership, external partners, and government entities; and matters related to and affecting Society Procedures.
- Replace “Governing Board” with “Management Committee” as needed to throughout the Rules to reflect delegation of responsibilities.

Background for Motion: As part of the 2013 Governing Board Retreat in Little Rock, several recommendations of the Special Committee on Society Governance were adopted, including a motion to “delegate additional authority to the Management Committee to facilitate the Governing Board’s ability to focus on issues involving strategic planning, accountability, and the President’s plan of work.” We have been operating under that model for approximately 2 years and it is working well and has allowed for more efficiency.

Moved by Essig; 2nd by Sexauer. Motion passed by unanimous consent

- B. **Recommended Motion #2:** Amend the Society’s Procedures to more accurately reflect the current duties and roles of the Governing Board and Management Committee as follows:

- Replace “Governing Board” with “Management Committee” as needed to throughout the Rules to reflect delegation of responsibilities.

Motion by Travnichek; 2nd by Ferry. Motion assed by unanimous consent

- C. **Recommended Motion #3:** Amend the Society’s Rules to remove references to the Time and Place Standing Committee.

Motion by Essig; 2nd by Travnichek. Motion passed by unanimous consent

- D. **Recommended Motion #4:** Amend the Society’s Procedures to remove references to the Time and Place Standing Committee as follows:

- Page 48- Arrangements Committee
- Page 74- Description of Time and Place Committee
- Page 140 and 152- Annual Meeting Guidelines

Background for Motion: After much discussion among the Management Committee, it was determined that the Society’s processes could be streamlined by removing the Time and Place Committee Standing Committee. There could be occasions when the Time and Place committee members do not have as much

knowledge or background information as perhaps the Management Committee or officers when it comes to evaluation of bids, especially given the recent pursuit of different meeting models (e.g., joint meeting with The Wildlife Society). Rather than hastily recommend elimination of the Time and Place Committee, the Management Committee passed a motion to recommend the Governing Board to suspend rules related to the Time and Place committee and render the Time and Place committee as inactive for the coming year. This motion was considered and passed by the Incoming Governing Board on August 21, 2014.

The Management Committee again discussed this issue on January 20, 2015 and agreed to recommend a motion to the Governing Board to eliminate the Time and Place Committee from the Society's Rules. This motion serves to remove references to the Time and Place Committee in the Society's Procedures.

Motion by McMullin; 2nd by Coughlan. Motion passed by unanimous consent

- E. **Recommended Motion #5:** Amend the Society's Procedures to modify the SOCIETY AWARDS section as described in the Briefing Book report.

Motion by Margraf; 2nd by Murphy. Motion passed by unanimous consent

- F. **Recommended Motion #6:** Amend the Society's Procedures to establish a 1-year complimentary Student membership for all Hutton Scholars.

Background for Motion: This motion was requested by and has the support of the Hutton Committee.

Motion by Trushenski; 2nd by Coughlan. Motion passed by unanimous consent

- G. **Recommended Motion #7:** Amend the Society's Procedures to increase the Hutton Program scholarships from \$3,000 to \$4,000.

Background for Motion: This motion was requested by and has the support of the Hutton Committee.

Motion by Travnicek; 2nd by Essig

Discussion of the motion:

- The scholarship award is \$3,000 and hasn't been changed for 15 years
- There was discussion about whether the current award amount is sufficient and if raising the amount might limit the amount of students that can be in the program

Motion passed by unanimous consent

- H. **Recommended Motion #8:** The Management Committee encourages each year's Annual Meeting Planning Committee to offer opportunities for delegates from Developing Countries to work as meeting volunteers to help defray the cost of meeting attendance. If adopted, this recommendation will be incorporated into the Annual Meeting Guidelines section of the Society's Procedures.

Background for Motion: The purpose of this motion is to encourage Society annual meeting attendance by delegates from developing countries. Full registration fees are acknowledged to be a hardship for student and retired AFS members on low or fixed incomes and are adjusted accordingly. Delegates from developing countries typically have even lower incomes and much greater travel expenses. This motion was requested by and has the support of the International Fisheries Section.

Motion by Murphy; 2nd by Essig

Discussion of the motion:

Options were discussed for funding delegates' attendance to the annual meeting including volunteering, defraying costs and hotel room credits. Concerns were expressed about tax and visa issues as well as having sufficient work for a potentially large number of volunteers.

The motion did not pass

5. **President-Elect's Plan of Work for 2015-2016.** Ron Essig presented his plan of work during his presidency.

Recommended Motion: Recommend that the Governing Board approve the President-Elect's Plan of Work for 2015-2016.

Motion by Trushenski; 2nd by Coughlan

Discussion of motion:

- Suggestions for promoting Essig's plan of work were offered such as using the president's column and through other communications channels.
- Need appropriate balance between face-to-face meetings and podcasts

Motion passed by unanimous consent

6. **Other Business**

- A. Kansas City 2016 meeting. Travnichek presented an overview of the annual

meeting budget. He highlighted the main budget categories and the key programs and venues within each line item. Proposed registration fee schedule is the same as for the Portland meeting.

Motion: Approve the proposed budget for the Kansas City 2016 meeting.

Moved by Wildman; 2nd by Ferry. Motion passed by unanimous consent

Proposed Amendment: The 20% budget goal should be calculated With the exception of the percentages attributed to the Society, Division, and Chapter from net profit.

Motion made by Margraf; 2nd by Murphy. Motion passed by unanimous consent

- B. Inactive AFS sections – general discussion of the status of two inactive section Fisheries History Section and Native People’s Section

7. Adjourn

The meeting was adjourned at 5:00 p.m. (approximately)

Commented [FWS1]: I don't have good notes on this, The conversation was on the 70:20:10 profit sharing. I seem to recall that the amendment was to remove this split and have it be part of the MOU.

Commented [DA2]: This language needs to be reviewed because it does not currently make sense.

AFS Procedures discusses the revenue sharing in the section "Annual Meeting Guidelines; Remuneration" page 142 in version from Sept. 2014 where a 80:10:10 split is described.

Management Committee should entertain a motion to remove all references to a revenue split from the Procedures and simply include that determination in the MOU between the various hosting parties of each individual annual meeting.