



AMERICAN FISHERIES SOCIETY

MONTANA CHAPTER

TO: MCAFS ExCom and Committee Chairs
FROM: Matt Jaeger, MCAFS Secretary/Treasurer
RE: Minutes from MCAFS ExCom Meeting

DATE/LOCATION: 11 August 2006, conference call

Attendees: Kate Walker, Leanne Roulson, Clint Muhlfeld, and Matt Jaeger

-----AGENDA-----

Opening

- 1) Introductions
- 2) Additions/Changes to Agenda

New and Old Business

- 3) 2006 Western Division meeting review
- 4) 2007 Montana Chapter meeting
- 5) Review of active Committees
- 6) RAF application process
- 7) Approval of last EXCOM Meeting Minutes
- 8) Treasurers Report
- 9) Next Excom meeting

Adjourn

Minutes

Opening

- 1) Introductions: The meeting began at 8:00. No introductions were needed
- 2) Additions/Changes to Agenda: No changes were made to the agenda

New and Old Business

- 3) 2006 Western Division Meeting review: **AI: Kate will provide a write up in the Outlet summarizing new officers and committee chairs, business meeting highlights, award winners,**



and attendance statistics. The pitfalls of hosting the Western Division Meeting were discussed and included the commitment to host the meeting is not made by those who do the planning, the primary planner (MCAFS President-elect) needs to live in a relatively large city (Billings, Bozeman, Missoula), enormous effort is required relative to hosting a MCAFS annual meeting, MCAFS member attendance is relatively low, registration cost is relatively high, and time of year is often inconvenient. However, hosting Western Division meetings generate large revenue for the Chapter; the MCAFS profit was \$23,082 from the 2006 meeting. Prior to committing to host future Western Division Meetings it was recommended that the Chapter negotiate equitable distribution of roles and planning responsibilities with Western Division and, if the Chapter is responsible for most of the planning, a commensurate division of proceeds should also be negotiated. **AI: Leanne and Kate will update the Procedures Manual to capture the pros and cons and helpful tips for hosting the Western Division Meeting.**

- 4) 2007 Montana Chapter Meeting: The 2007 Annual MCAFS meeting will be held February 12-16th in Missoula at the Hilton Garden Inn. Many logistics have yet to be worked out but estimated registration cost is \$150. Discussion regarding meeting content occurred and it was decided that a trade show and poster session should be included if there is adequate participant interest. Discussion regarding roles and responsibilities of meeting planning were discussed. As the size of MCAFS annual meetings continues to increase the burden on the primary planner (President-elect) also increases. The pros and cons of establishing an ad hoc meeting committee or distributing planning responsibilities to other Excom members were discussed. It was decided that volunteers from the membership should be sought to coordinate fundraising (2), IT support (1), and meeting photographs (1), at the discretion of the President-elect. Subsidizing the meeting using Chapter assets to keep registration costs low, especially following the relatively high cost of registration at this year's Western Division meeting, was briefly discussed. The consensus was that meetings should be budgeted to at least break even and not rely on additional Chapter assets to subsidize registration costs.
- 5) Review of active committees: The following committees were deemed to be active (Committee chairs are in parentheses): **AI: Kate will provide list of active committees and chairs.**
- 6) RAF application process: It was suggested in previous meetings that the RAF application process needed to be revised to require more thorough description of how MCAFS funds would be spent and establish semi-annual application deadlines to facilitate comparative evaluation of competing proposals. **AI: Kate will work with Bob Wiltshire, who agreed to assist with revisions, to draft revised application requirements.**
- 7) Excom reviewed the minutes from the 15 May 2006 meeting. Kate moved to accept the minutes, Leanne seconded the motion, no further discussion took place, and the motion was passed unanimously. Matt sent a copy of the minutes to Lee to be posted on the web page.
- 8) Matt reviewed the 11 August 2006 treasurer's report. The Chapter realized greater profit from the 2006 Western Division meeting than projected (\$23,082) primarily because of fundraising efforts. Excom decided to invest part of the profits from the Western Division meeting in the Wally McClure Scholarship Fund to facilitate creation of an undergraduate award. Matt deposited \$10,000 into the Wally McClure Scholarship Fund. **AI: Kate will discuss establishing and undergraduate award with the Wally McClure Scholarship Committee.** Proceeds will also be used to pay outstanding RAF awards (\$7000). Matt will paid all outstanding RAF awards. Kate moved to accept the

treasurer's report, Leanne seconded the motion, no further discussion took place, and the motion was passed unanimously. Matt sent a copy of the treasurer's report to Lee to be posted on the web page.

- 9) Next Excom meeting: The next Excom meeting will be held in Bozeman in early November either between the 1st and 6th or the 15th and 27th.

Meeting was adjourned at 10:30