



AMERICAN FISHERIES SOCIETY

MONTANA CHAPTER



TO: MCAFS ExCom and Committee Chairs

FROM: Windy Davis, MCAFS Secretary/Treasurer

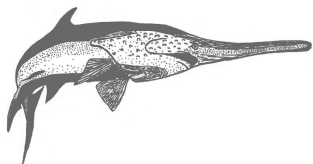
RE: Minutes from MCAFS ExCom Meeting

DATE/LOCATION: 07 January, 2009 Conference Call

Attendees: David Schmetterling, Carter Kruse, Scott Barndt, Windy Davis, Lora Tennant, Trevor Selch, Travis Horton, Lisa Eby

-----AGENDA-----

1. **Introductions**
2. **Additions/Changes to Agenda**
3. **Approval of last EXCOM Meeting Minutes**
4. **Treasurers report**
5. **Old business**
 - Logo
 - Newsletter
 - Website
 - Officer Rotation
 - Updates to RAF
 - Updates to Procedures Manual
 - Updates to Officers Duties/Cheat Sheets
 - RAF updates
6. **New Business**
 - Membership Database
 - Officer Nominations
 - Annual Meeting
 - Registration
 - Hotel
 - Program
 - Budget
 - Raffle
 - Tasks
 - Business Meeting



**Banquet
AFS EOS Contribution Request**

7. Awards/Nominations

8. WDAFS meeting

9. Adjourn

Minutes

Opening

- 1) Introductions: The meeting began at 9:04 A.M. No introductions were needed.
- 2) Additions/Changes to Agenda: A few minor changes were made to the agenda to accommodate schedules.

New and Old Business

- 3) Approval of last EXCOM Meeting Minutes: Excom deferred reviewing the minutes from the September 2008 meeting until the February ExCom meeting.
- 4) Treasurers Report: Windy reviewed the 06 January 2009 treasurer's report. David moved to accept the report, Scott seconded the motion, no further discussion took place, and the motion was passed unanimously. **AI-Windy will send a copy of the treasurer's report to Adam to be posted on the web page.**
- 5) Old Business

1. Logo

Settled on the logo with Al Zale. The new logo is up on the website.

2. Newsletter

Carter got people to submit articles and updates. There should be an Outlet out by this Friday. There will be an announcement in the Outlet to propose a vote of the membership to change the by-laws for the new ExCom position of vice president.

3. Website

The website is updated and looks great! Adam will update the site as new information about the meeting is available.

4. Officer Rotation

We are still proposing to increase the process to 4 years to accommodate the process and increase the help for meeting planning.

5. Updates to RAF

Carter made the updates to the RAF process and it is up on the website.

6. Updates to procedures manual/Updates to Officers Duties/Cheat Sheets

Did not occur. **AI- All Excom will update these and bring them to the February Excom meeting**

7. RAF updates

We denied the cutthroat RAF in September. We received a letter of thanks from MSU AFS.

6) New Business

8. Membership Database

Bryce Hancock has been working on the membership database and has been working with Chris Daniels at Meetings Etc. to streamline the data transfer process between registration and our database. We like to track who has registered as a professional, but we don't want to import if they bought a banquet ticket. The group needs to decide what information is important to keep in the database? David suggested that committee interest, membership levels, workshop fees and workshop names are important. Annual meeting registration is the only time we collect data. Suggestions for improving the MTAFS database (Clint Mulfeld-2006) have been corrected by Bryce. Changed fields on the form for collecting information, eliminated unnecessary fields, and made the database a relational database. Bryce is working with Chris to update the web registration to be compatible with our database, but there is a glitch because he cannot create the drop down menus that we need. Bryce is working on a way to easily transfer the data with a command that will automatically populate the fields in our database. On-line registration should be up and running soon and Bryce will take care of loading it into our database. Carter wondered if there is a better company to use for web registration. Bryce said that if we had a company with Dreamweaver instead of HTML there would be more flexibility. **AI- Bryce will check into an alternative web based registration next year.** David suggested that we look into getting information from the parent society through their web-based membership.

AI- We need to consider a new membership database person that is strong in database management or hire someone to maintain the database.

9. Officer Nominations

Carter contacted Sue Camp, Scott Bosse, Eileen Ryce, and Bryce Maxell as potential presidential candidates. Eileen had a baby and may not be interested at this point. Windy has asked Leo Rosenthal and Amber Steed to possibly run for Secretary Treasurer. **AI- All will keep up on asking people.**

10. Annual Meeting

i. Registration

Web registration will be up soon.

ii. Hotel

Need to fill a block of rooms at the Red Lion hotel because they are not charging us for rooms.

iii. Program

ExCom Meeting- Monday 1-5pm.

Tuesday- Continuing Ed

Lisa Eby- Two great sessions- People attending the Tracker/MFISH session would need to bring laptops. **AI- Lisa will check on the availability of wireless internet.** A few of the speakers from the non-profit world would need some reimbursements for lodging and some mileage. **AI- Lisa will get a list of speakers that need a room and will send a list to Joe and Carter so we can split the costs.** The speakers will be responsible for making their own travel arrangements and will submit receipts to Windy. **AI- Windy will make**

a travel reimbursement form for them to fill out at the meeting. Lisa will be resigning from the Continuing Ed Coordinator position so we need to look for a replacement.

Wednesday- Plenary

Thursday- Concurrent sessions/ business luncheon , banquet/awards, and entertainment/raffle

Friday-Concurrent sessions

Budget

AI-Windy -Thursday night 2 drinks / person talk to Joe Weigand about coordinating tickets.

Wednesday night social, get in touch with Kalispell biologists about the plan.

Raffle-

Lora Tennant- Raffle update: The vice president and president turn it over to the secretary and treasurer, they have contacted 121 businesses from Bozeman and Kalispell, hand delivered or mailed letters, follow up calls this week. They have 8 contributions (approximately \$400 of items) looking at purchasing big ticket items. Donations are more difficult because of the economy this year. Scott Barndt suggested contacting Kimber Rifle Co. because they are located in Kalispell. Windy suggested contacting the membership for donations. TWS will be doing a silent auction and we will be doing a raffle. We will keep the proceeds separately. **AI- MSU AFS will contact TWS to make sure we are not stepping on any toes.**

AI- Lora will let the students know about the extension for contributed papers.

TWS students are going to be selling TWS logo items. U of M AFS does not have time to get something together this year. If it was a regular thing for U of M AFS they could plan on doing it every year.

David wanted to know how volunteer recruitment was coming along with students. Scott has not done any outreach to students to get volunteers. David suggested getting a volunteer coordinator to assign students to tasks. **AI- Lisa will contact U of M students about volunteers. AI- Carter will ask put a call for volunteers in the Outlet.**

Business Meeting

Business lunch will be during lunch for 2 hours. The group discussed that this should be enough time.

Trade Show

David- Wade Fredenburg with USFWS wants to have a tradeshow booth and will contribute \$750 for booth. He needs an invoice. **AI- Carter will send him an invoice.** We were too late getting the dates to some of the bigger companies.

Fundraising-

Sponsorships have been committed from Avista, EMC2, Turner, John Mulfeld, USFWS, and the BLM (at least \$3000 covered).

Banquet

Discussed the melding of TWS and AFS traditions.

11. AFS EOS Contribution Request

Parent Society asked for support for student travel to the Annual Meeting in Tennessee for women and minorities. Carter made a motion to contribute \$500, David seconded the motion. Approved. **AI- Carter will send a note to the requestor and have her contact me.**

12. Awards/Nominations-

Several nominations for fish professional of the year and few nominations for the others. Will call for more nominations in the Outlet and decide over e-mail. The group decided to approve all of the nominations that had a single nominee. There were three nominations for fish professional with several letters of support. Although all highly qualified, there was unanimous support for Lee Nelson.

AI- Travis will look for a cutthroat carving for Lee Nelson.

AI- EXCOM will respond to additional nominations through e-mail.

Travis is working on getting judges and we decided to keep our student and professional paper awards separate from TWS. During a few of the concurrent sessions there may be some cross over, but we would be judging any AFS paper that is not part of the plenary session.

AI- Windy needs to order certificate of appreciation for Secretary Treasurer.

13. WDAFS meeting

Carter has been involved in the monthly conference calls. The main focus has been on the Western Division Meeting. They have an investment fund that we could participate in if we want to consider that option.

Adjourn

Windy motioned to adjourn, David seconded it. Meeting Adjourned 11:06 AM.