

## American Fisheries Society Governing Board

Annual Meeting  
7 September 2013

### AGENDA

1. Call to Order
  - a. Roll Call: Members and Other Attendees
  - b. Announcement of Proxies
  - c. Determination of Quorum
  - d. Approval of Agenda
2. Approval of Minutes - March 2013 Governing Board Mid-Year Meeting
3. President's Opening Remarks
  - a. Role of the Governing Board
  - b. Protocols for the Meeting
  - c. Activity Report
4. President-Elect's Proposed Plan of Work
5. Executive Director's Report
  - a. Report on Society Activities
  - b. Auditor's Report
  - c. Approval of Budget (3AB)\*
6. Constitutional Consultant's Report (12A)
7. Review of Reports that Contain Motions and Proposed Changes to Procedures Manual
  - a. Continuing Education Committee (AB)
  - b. Membership Committee (2AB)
  - c. Resource Policy Committee (A)
  - d. Hutton Junior Fisheries Biology Program Committee (A)
8. Governing Board Photo Op
9. Closed Door Session
10. Round-Robin Review of Other Reports (Divisions, Sections, Committees, Liaisons)
11. Other Business
12. Adjourn

[AFS Reception in the President's Suite]

\*A = Action Item; B = Budget Implications

## MINUTES

1. The meeting was called to order at 8:30 AM, 7 September 2013.
  - a. Roll Call: Members and Other Attendees
    - John Boreman, President
    - Bob Hughes, President-elect
    - Donna Parrish, 1<sup>st</sup> Vice President
    - Ron Essig, 2<sup>nd</sup> Vice President
    - Bill Fisher, Immediate Past President
    - Randy Jackson, President, Northeastern Division
    - Jim Armstrong, President-elect, Northeastern Division
    - Gary Whelan, President, North Central Division
    - Phil Moy, President-Elect, North Central Division
    - Mike Allen, President, Southern Division
    - John Jackson, President-elect, Southern Division
    - Tina Swanson, President, Western Division
    - ~~Pam Sponholtz~~, President-Elect, Western Division
    - ~~Gus Rassam~~ (Doug Austen), Executive Director, AFS
    - Jessica Mistak, Constitutional Consultant
    - ~~John Johnson~~, Bioengineering Section
    - ~~Steve Cooke~~, Canadian Aquatic Resources Section
    - Catriona Clemmesen-Bockelmann, Early Life History Section
    - Mike Quist, Education Section
    - Dan Dembkowski, Student Subsection
    - ~~Lonnie Gonsalves~~, Equal Opportunities Section
    - Lee Benaka, Estuaries Section
    - Jim Bowker, Fish Culture Section
    - Kyle Hartman, Fish Habitat Section
    - ~~Paul Hershberger~~, Fish Health Section
    - ~~Doug Nygren~~, Fisheries Administration Section
    - ~~Dave Clapp~~, Fisheries History Section
    - Jodi Whittier, Fisheries Information & Technology Section
    - Brian Graeb, Fisheries Management Section
    - Meredith Bartron, Genetics Section
    - Carl Burger, International Fisheries Section
    - Scott Bonar, Introduced Fish Section
    - Doug Vaughan, Marine Fisheries Section
    - Brian Small, Physiology Section
    - Peter Fricke, Socioeconomics Section
    - Doug Bradley, Water Quality Section
  - b. Announcement of Proxies
    - Hilda Sexauer, Western Division President-Elect
    - Larry Hanson, Fish Health Section
    - Jon Midwood, Canadian Aquatic Resources Section
    - Tom Lang, Fisheries Administration Section

Marybeth Brey, Equal Opportunities Section

- b. The Constitutional Consultant declared that a quorum was present.
- c. The agenda was adopted with one change: the President-Elect's Proposed Plan of Work was moved to the end of the agenda.

2. Approval of Minutes – March 2013 Mid-Year Governing Board Meeting

No changes to the minutes were suggested, so the President approved the minutes as posted

3. President's Opening Remarks

The President reviewed the role of the Governing Board in conducting the business of the Society. The meeting will be conducted following Roberts Rules of Order, and that meeting participants should not speak unless they are recognized by the chair (President).

The President referred the Board to his activity report contained behind TAB 3 in the Briefing Book. He stated the report stands as written.

4. Executive Director's Report (TAB 5 in the Briefing Book)

- a. The Executive Director's Report on Society activities, as contained in the Briefing Book, stands as written.
  - i. The ED is planning to hire a communications director for AFS.
  - ii. AFS will work closer with The Wildlife Society and Society of American Foresters
  - iii. The ED will start checking to see why members have left AFS. For some members it was because their funding had been cut, they didn't know their membership had expired, or their research focus had changed from fish to something else.
  - iv. The ED also wants to make the benefits of donating to AFS much clearer.
  - v. Online accessibility of old books and new books should remain a profitable source of income.
  - vi. How do we attract and retain young professional members?
  - vii. Can we improve our scientific journals and, at the same time, make it easier for the general public to understand our science?
  - viii. Plan meetings so we can participate with or avoid conflict with other society meetings
  - ix. We should consider scheduling the mid-year Governing Board meeting to coincide with a division meeting.

b. Auditor's Report

- i. The auditors issued a "clean" report for AFS.

- ii. There was some hang-ups with the way the federal grants have been handled, which delayed release of the report, but that issue was resolved.

c. Approval of Budget

**Motion:** Approve the 2014 budget as proposed by the incoming Executive Director.

Maker: Bill Fisher

Second: Gary Whelan

**Motion passed by unanimous consent.**

5. Constitutional Consultant's Report (TAB 6)

The Constitutional Consultant's report began with a motion that reflected the outcome of the Governing Board Retreat, held the preceding day. This motion changes some of the responsibilities and focus of the Governing Board and Management Committee, without needing a change to the AFS Constitution.

**Motion:** Delegate additional authority to the Management Committee, as described in the notes from the Governing Board Retreat (see Discussion below), to facilitate the Governing Board's ability to focus on issues involving strategic planning and accountability. Changes will be made to the Procedures Manual to memorialize recommendations provided during the Governing Board Retreat.

Maker: Lee Benaka

Second: Doug Vaughan

Discussion:

- Maintain existing Governing Board membership.
- Delegate more authority to the Management Committee.
  - The Society President will decide whether issues should also be considered by the Governing Board.
  - Management Committee would continue to report to the Governing Board on all decisions; however, Governing Board, with majority approval, would retain ability to discuss any of these decisions.
  - Management Committee would have clear lines of communication with Governing Board, e.g., through sharing minutes from monthly calls.
- Management Committee will include Society Officers, four Division representatives, and four representatives elected from the Governing Board based on interest and commitment.
- The Governing Board will focus its attention on strategic issues and the Strategic Plan, accountability, and the President's plan of work, while still allowing some decision-making authority.

- Suggestion that this be a focus of the mid-year meeting of the Governing Board so that the Management Committee would have the ability to work on implementation during monthly calls.
- Suggestion that the mid-year meeting of the Governing Board be rotated among Division meetings and Bethesda, and allow members to participate in this meeting by using electronic media.
- Suggestion that the annual meeting time commitments need to be condensed.

**Motion passed by unanimous consent.**

The remainder of the Constitutional Consultant's report consisted of a series of motions in the categories: constitutional changes, changes to the AFS Procedures Manual, and changes to AFS subunit bylaws. The motions under each of these categories were handled either as a single, combined motion, or separate motions, depending on the amount of discussion anticipated for each.

a. Constitutional changes

**Combined Motion:** approve: (1) a revised description of publications to include the journal *Marine and Coastal Fisheries: Dynamics, Management, and Ecosystem Science*; (2) revised Board of Professional Certification language to remove reappointment restriction; and (3) a revised Publications Award Committee to acknowledge publication of five journals by the Society for consideration of Best Paper awards.

Maker: Jim Bowker  
Second: Kyle Hartman

**Motion passed by unanimous consent.**

b. Changes to the Procedures Manual

- i. **Motion:** approve revised Awards Committee Procedures to better communicate required duties, reflect current practices, and improve efficiency.

Maker: Tina Swanson  
Second: Gary Whelan

**Motion passed by unanimous consent.**

- ii. Motion: approve revised Board of Professional Certification Committee procedures to remove tenured faculty requirement.

Maker: Lee Benaka

Second: Mike Allen

**Motion passed by unanimous consent.**

- iii. **Motion:** approve revised Constitution Article IX.2.O. and P. and Membership Committee Procedures which merge Membership and Membership Concerns committees into a single Membership Committee, and remove Young Professionals Mentorship Program (being proposed for transfer to Awards Committee).

Maker: Tom Lang

Second: Tina Swanson

**Motion passed by unanimous consent.**

- iv. **Motion:** approve revised Publications Award Committee Procedures to include the journal *Marine and Coastal Fisheries: Dynamics, Management, and Ecosystem Science*.

Maker: Jim Bowker

Second: John Jackson

**Motion passed by unanimous consent.**

- v. **Motion:** approve revised Resource Policy Committee Procedures to reflect current practices and improve efficiency.

Maker: Jim Bowker

Second: Lee Benaka

**Motion passed by unanimous consent.**

- vi. **Motion:** approve revised Society Awards Procedures to better communicate required duties, reflect current practices, and improve efficiency.

Maker: Jim Bowker

Second: Ron Essig

**Motion passed by unanimous consent.**

- vii. **Motion:** approve revised Resolution Committee Procedures to improve coordination and communication.

Maker: Gary Whelan

Second: Tina Swanson

**Motion passed by unanimous consent.**

c. Changes to Bylaws

- i. **Motion:** approve the revised Introduced Fish Section Bylaws to allow the Secretary-Treasurer position to be held by two individuals.

Maker: Phil Moy  
Second: Jodi Whittier

**Motion passed by unanimous consent.**

- ii. **Motion:** approve the bylaws for the newly established Universidad Nacional Autónoma de México Student Subunit of the Mexico Chapter.

Maker: Gary Whelan  
Second: Scott Bonar

**Motion passed by unanimous consent.**

6. Review of Reports to the Governing Board that Contain Motions

a. Continuing Education Committee [TAB 38]

**Motion:** provide support, both administratively and fiscally (up to \$2,000), for the continued development of a biannual webinar/half-day short course series to be implemented by the Continuing Education Committee

Maker: Jim Bowker  
Second: Jodi Whittier

**Motion passed by unanimous consent.**

b. Membership Committee [TAB 45]

**Motion:** support establishing an Emerging Leaders Mentorship Program fund, and that the Society contributes up to \$2,000 annually to this fund. If established, up to four candidates would be selected to receive up to \$500 each to support travel expenses associated with coming to the annual AFS meeting 2–3 days early to attend the Governing Board Retreat, Governing Board Meeting, and AFS Leadership Workshop.

Maker: Donna Parrish

**Motion passed by unanimous consent.**

c. Resource Policy Committee [TAB 55]

**Motion:** approve to present the draft revised “Policy Statement on Mining and Fossil Fuel Extraction” to the American Fisheries Society membership for review as part of the routine 60-day membership comment period involved in policy statement development.

Maker: Bob Hughes  
Second: Tina Swanson

**Motion passed by unanimous consent.**

d. Hutton Junior Fishery Biology Program Committee [TAB 58]

**Motion:** support changing the Hutton Committee from a Special Committee to a Standing Committee.

Maker: Ron Essig  
Second: Marybeth Brey

Discussion:

- i. Take scholarships past high school and into universities
- ii. Corporations could help with corporate sponsorships instead of AFS doing all of the work
- iii. Regular follow-up for scholarships and Hutton, such as where past recipients are now and what are they doing
- iv. Continue to mentor students even after scholarship period has ended

7. Governing Board Photo Op

8. Closed Door Session

The Governing Board met in camera to discuss a personnel issue related to AFS staff. The session was information only, and no decisions were made.

9. Round-Robin Review of Other Reports (Divisions, Sections, Committees, Liaisons)

The Western Division, at the recommendation of Management Committee, will seek representation from each of the Divisions to help allocate \$25,000 being provided by AFS as match for the upcoming meeting in Mexico. The goal is to provide broad representation by geography and discipline.

Division Reports



- a. Randy Jackson, President, Northeastern Division: report stands as written.
- b. Gary Whelan, President, North Central Division: report stands as written.
- c. Mike Allen, President, Southern Division: report stands as written.
- d. Tina Swanson, President, Western Division: report stands as written.

### Section Reports

- a. Catriona Clemmesen-Bockelmann, Early Life History Section: no representation this meeting.
- b. Mike Quist, Education Section: report stands as written.
- c. Dan Dembkowski, Student Subsection: report stands as written.
- d. Lee Benaka, Estuaries Section: report stands as written.
- e. Jim Bowker, Fish Culture Section: report stands as written. Jim also stated that Jill Jenkins has spearheaded an effort to update the guidelines for use of fishes in research. This document was first published in 2004 and was in need of revision because it is referenced in virtually every research proposal that needs to be revised and accepted by institutional animal care and use committees as a requirement to receive federal grants. The revision group has been working for the past 1½ years on the revision, and a final version is being reviewed one last time by the special committee; a final version will be ready for the Governing Board at the mid-year meeting. Also, there has been progress on getting legal approval for fish sedatives, but there are not enough veterinarians with fish experience.
- f. Kyle Hartman, Fish Habitat Section: report stands as written. Kyle suggested that the Governing Board spend less time on motions and more time talking about bigger issues at meetings. The Fish Habitat Section wants to go to the Hill with AFS and focus on coordination of EPA sampling efforts in streams.
- g. Jodi Whittier, Fisheries Information & Technology Section: report stands as written. Jodi also wants to know how AFS subunits are using media.
- h. Brian Graeb, Fisheries Management Section: report stands as written.
- i. Meredith Bartron, Genetics Section: report stands as written. The Genetics Section needs more funding.
- j. Carl Burger, International Fisheries Section: report stands as written. The International Section is donating \$4,500 for travel or scholarships.
- k. Scott Bonar, Introduced Fish Section: report stands as written.
- l. Doug Vaughan, Marine Fisheries Section: report stands as written.
- m. Brian Small, Physiology Section: report stands as written. The Physiology Section wants to bring more international members into the fold, and help fund student travel to meetings.

- n. Peter Fricke, Socioeconomics Section: report stands as written. Peter Fricke suggested getting oral history projects expanded nationwide; there was no session for them this annual meeting.
- o. Doug Bradley, Water Quality Section: report stands as written. The Section has found that they have lost members to other organizations that were more geared towards their wants and needs, and the Section also wants an updated membership list.
- p. Larry Hanson, Fish Health Section: report stands as written.
- q. Jon Midwood, Canadian Aquatic Resources Section: report stands as written.
- r. Tom Lang, Fisheries Administration Section: report stands as written. The Section has opened its new website.
- s. Marybeth Brey, Equal Opportunities Section: report stands as written. The Section emphasizes that you need not be an underrepresented minority to be a member of the Section. Marybeth also stated that there is a dire need for more female professionals.

## 10. Other Business

### a. Quebec 2014 Meeting

[Management Committee did not support approving the proposed budget for Quebec 2014. Instead, the MC asked the Executive Director to negotiate a revised budget for Quebec 2014 that has an attendance target of 1,500 and a target for net income of \$100,000]

Brief Discussion:

- i. Do all meetings need meeting planners?
- ii. Be very careful when signing hotel contracts and ask for more things in those contracts
- iii. Recognize that many agencies only give employees a set amount to spend on rooms and even at set government rates the extra money has to come out of pocket for employees

### b. Inactive AFS sections

The current non-participatory status of the Native Peoples Section was discussed, and the Governing Board decided that efforts will be made to reinvigorate the Section.

## 11. President-Elect's Proposed Plan of Work (TAB 4)

As a general remark, Bob Hughes said that his plan will lead to a bigger presence on Capitol Hill. Other items of note:

- a. Consider how budgets and resources are aligned with the AFS strategy and work plan in mind, and whether there are other resources we still need to allocate.
- b. Federal employees are having trouble with getting travel approval, especially foreign travel (e.g., attending the upcoming meetings in Canada and Mexico); how we can we fix this?
- c. How does AFS want to allocate the \$25,000 it is providing for the Mazatlan meeting?
- d. The Japanese Society of Fisheries Sciences has a booth at the Trade Show this year; should AFS have a table at the JSFS, FSBI, and KOFAS annual meetings?
- e. The Society needs to be more communicative with local and state agencies.
- f. The Society needs to help the divisions indicate what they are doing for their chapters.
- g. Incorporate local volunteers more into meeting management, so they are not just serving us, but so that they are also more part of the meeting decisions.
- h. Reach out beyond members to public and decision makers.
- i. Mentor people at higher professional levels so they know what the Society is doing.

**Motion:** Approve the President-Elect's proposed Plan of Work for 2013-2014.

Maker: Gary Whelan  
Second: Kyle Hartman

**Motion passed by unanimous consent.**

## 12. Adjourn

Having no new business brought forth to the Governing board, President Boreman adjourned the meeting at 4:50 PM.