



AFS BioEngineering Section Monthly ExCom Meeting Agenda

Date Tuesday, June 11, 2019. 3:00-4:00 pm EST (12:00-1:00 pm PST)

Meeting: Monthly BES ExCom Meeting

Location: Conference Call Line - +1 (877) 602-3943 (Passcode 421809)

Subject: Meeting Notes

1. Attendance

- Current BES Officers
 - Dana Postlewait – President (present)
 - Mike Garelo – Past President (not present)
 - Dan Giza – President Elect (present)
 - Jessica Pica – Secretary/Treasurer (present)
- BES Committee Representatives
 - Kathy Hoverman – AFS/BES - ASCE/EWRI Joint Committee Chair (not present)
 - Randy Beckwith – BES Technology Committee Chair (present)
 - Patrick O'Rouke – BES Resource Policy Committee Chair (present)
 - Gordon Clark – BES Digital Media Chair (present)

2. Call meeting to order:

- Quorum
- Approved 5/14/19 meeting notes (motion - Dana, second - Dan)

3. Revisions to Agenda

4. Announcements

5. Treasurer's Report

- Account Balances:
 - General Business Account
 - Checking: \$20,810.90 (as of 6/10/19)
 - Ned Taft Award Fund - \$1,724.63 (as of 6/10/19)
 - In the past \$1,000 given to 1 student but need to investigate if more than 1 student can receive
 - Expenses:
 - Checks to deposit – will clarify what exactly checks are for
 - \$1,820.50 membership fees
 - \$1,640.00 section dues refund (1/1-12/31/2018)
 - \$21.00 royalty payment from 2018 publication sales
 - \$5 monthly maintenance fee for Ned Taft account – will investigate in future
 - Account transition status
 - Jessica has access to BoA online account. Signatory process in the works.

6. BES Business

- Digital Media
 - Web page
 - Bylaws to include digital media subcommittee
 - Website update will include ExCom and Committee Chairs contact information, meeting agenda and notes, comparison of BES and joint committee, etc.
 - All information/documents will be on web page by June except for communities page.
 - Update on activities since last meeting (Gordon C.) including multiple websites
 - updating content on pages now that workflow is understood
 - ready to recruit volunteers to update content on webpage (Jessica and Dan)
 - prioritize meetings and events
 - shared folder google drive to mimic webpage setup/organization
 - once content reviewed, someone will upload to webpage
 - google sheet to keep all documents organized/status

- Listserve
 - move to web community
 - Issues to address when this moves forward include copyrights, how to moderate/need for a moderator, MOU with ASCE

- Social Media
 - Science-Communication Section – reach out to Solomon David
 - Keep on list, discuss again after web sites work
 - see 1/29/19 ExCom notes for details

- Logo
 - Keep on list for future
 - see 1/29/19 ExCom notes for list

- **Committee Updates**
 - Technology Committee (Chair – Randy Beckwith)
 - No updates

 - Education Committee (Chair – TBD)
 - Put on next annual meeting agenda to nominate chair, will send notices and post on web page once working
 - Randy volunteering until annual meeting vote
 - No updates

 - AFS-BES/ASCE-EWRI Joint Fish Passage Committee (Chair – Kathy Hoverman)
 - No updates, still working through ASCE issues

 - Resource Policy Committee (Chair - Patrick O'Rourke)
 - No updates

- **BES Membership Involvement**
 - Webmaster.
 - Committee chairs: Education Committees.

- Joint Fish Passage Committee Webinars. Send ideas for new topics and recruit speakers.
- Symposia, workshops, publications, and technologies
- Appropriate email distributions?
 - For information only, not advocating or endorsing
 - Run language by AFS rules committee
 - Job postings, etc.

- **Updating Bylaws**
 - Dana brief on Bylaws – Dana working on, deliverable goal by June
 - Dana brief on BES Annual Calendar – Mike working on, deliverable goal by June

- **Administrative, Reporting**
 - The new Governing Board Reporting Tool is active as of 3/22/19

7. Conferences/Training Opportunities

- 2019 Pacific Northwest Fish Screening and Passage Workshop, September 16-19, 2019, Walla Walla, Washington – distribute to membership once website finalized

- AFS-TWS 2019 Annual Meeting, Reno, Nevada. Sept 29-Oct 3, 2019.
 - Annual meeting: Tuesday, October 1, 2019 at 5:15 pm PT
 - Courses/Symposia
 - Innovations in Fisheries Bioengineering – Blending Ecology, Engineering, and Policy to Address Current Challenges
 - ◆ AFS Fish Habitat Section sponsorship.
 - ◇ See 5/14/19 meeting notes for details
 - ◇ Schedule out – Wednesday 10/2 8-11:50am and Thursday 10/3 8am-4:40pm
 - ◆ BES sponsorship – promoting to membership
 - Modeling to support anadromous fish restoration
 - ◆ BES sponsorship – promoting to membership
 - Posters
 - “Where Biology and Physics Converge - Joint Committee on Fisheries Engineering” abstract accepted

- ◆ Marcin Whitman to draft poster and business cards and will need people to review
- ◆ Needs volunteers to stand at poster
- ◆ Randy will be main contact but cc ExCom
- Dam Removal Training Workshop
 - BES to fund \$2,000 for two instructors and Cal-Nev will fund \$1,000
 - ◆ Mix up with funding needed, Laura requested \$3,000
 - ◆ Dana to connect with Laura
 - Instructors– Brian Graber and Thomas Hepler
 - Plan is to send reimbursement check after the annual meeting
 - For more course details see 3/22/19 meeting notes
- Travel Awards – see email dated 3/28/19 from Lauren Maza to get the word out.
 - Send emails to the BES membership in May then announce on web page in June.
- World Fish Migration Day, May 16, 2020.
 - <https://www.worldfishmigrationday.com/>
- Fish Passage 2020. Lisbon, Portugal. June 29 – July 3, 2020
- AFS 2020 Annual Meeting, Columbus, Ohio. Aug 30 – Sept 3 (AFS 150th Anniversary)
 - 150th Anniversary AFS Section Exhibit
 - Create committee and get organized by June/July

8. Next Meeting

- Tuesday July 16, 2019 at 5:30 pm ET / 2:30 pm PT (moved to accommodate schedules)

9. Adjourn

Action Items

1. Ned Taft Award
 - Need to recruit volunteers to help replenish funds, Mike to follow up, April 1 post funds
 - Email recruitment notice in May (Dana/Jessica) once webpage is working
 - Post recruitment notice in early June once website is working

- Could this be used to fund Elsa Goerig's travel, who recently lost funding?
- 2. Change bank signatory
- 3. Web page
 - Add 150th anniversary living document
- 4. Listserve
 - Kathy to continue coordinate with Rachel (Copyrights, moderator, MOU with ASCE)
 - Gordon and Dana to share draft listserve with Kathy
- 5. Social media
 - Reach out to Solomon David (Science-Communication Section) – future
- 6. Education Committee
 - Chair nominations – Randy to volunteer until annual meeting vote
 - Put on next annual meeting agenda
 - Send notices and post on web page once working
- 7. Update bylaws – include digital media subcommittee – done by June for distribution
- 8. BES annual report filing – Dana to coordinate with Mike – due end of June
- 9. AFS-TWS 2019 Fish Habitat Section sponsorship for Innovation in Fisheries Bioengineering symposium – Randy/John to reach out to FHS about approval
- 10. AFS-TWS 2019 Dam Removal Training Course
 - Dana to contact L. Wildman about approval and reimbursement, loop Mike in. Still trying to connect via phone.
- 11. AFS-TWS 2019 Joint Committee poster – people needed to develop and present poster (not needed right now but Randy working with Marcin Whitman)
- 12. Dana to reach out to Jesse about conference attendance issues and appropriate content to send out to member, cc Doug Austen and Dan Cassidy
- 13. AFS 150th Anniversary Exhibit – discuss on next monthly call
- 14. Will be contacted by Chris Moffit about Hutton contribution in June
- 15. Sean Landsman will send survey link, ExCom will email to AFS members
- 16. Dana to forward new AFS procedures manual and new constitution and rules

Completed Action Items (this period)

1. Invite all to next week's webpage conference call
2. Jessica to reach out to AFS to get details on the reimbursement checks