



# 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

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## 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
    - 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 150<sup>th</sup> Anniversary)
  - 150<sup>th</sup> 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 150<sup>th</sup> 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 150<sup>th</sup> 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