



AFS BioEngineering Section Monthly ExCom Meeting Notes

Date Friday, November 1, 2019. 12-1 pm ET (9-10 am PT)

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

2. Call meeting to order:

- Quorum
- Post pone 9/26/19 and 10/01/19 meeting notes approval to next meeting

3. Revisions to Agenda

- AFS 2019 Conference reimbursement requests (receipts attached)
 - Laura Wildman - \$1,496.64 for dam removal course – Dana motioned, Jessica second

American Fisheries Society BioEngineering Section	Michael Garelo – Past President Dana Postlewait – President	Dan Giza – President Elect Jessica Pica – Secretary/Treasurer	Page 1 of 6
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- Tom Hepler - \$910.59 for dam removal course – Dana motioned, Jessica second
 - Dana Postlewait - \$175 for phone line and copies of agenda – Mike motion, Dan second
 - ACTION: Mike and Jessica to coordinate on making payments
- ASCE/EWRI – AFS/BES 10/25/19 meeting update
 - Dana Postlewait and Kathy Hoverman attended meeting with ASCE/EWRI staff, see meeting notes
 - Annual BES budget? Charge for webinars?
 - ACTION: Dana to email AFS staff about ASCE-AFS MOU
 - ACTION: Jessica to draft BES annual budget (income/expenses)
- Educational AFS staff coordination about webinars – discuss next call

4. Announcements

5. Treasurer's Report

- Account Balances:
 - General Business Account
 - Checking: \$24,292.40 (as of 10/29/19)
 - Ned Taft Award Fund - \$1,709.752 (as of 10/29/19)
 - Expenses:
 - \$590 AFS for website hosting and migration fees
 - See above additional expenses
 - \$5 monthly maintenance fee for Ned Taft account – will investigate in future
 - Account transition status
 - Jessica and Jon Black working on signatory process.

6. BES Business

- **Digital Media**
 - Web page
 - Gordon sent webpage updates list to ExCom 9/26/19
 - Bi-weekly calls with Gordon and Dana
 - ACTION: Dana to finalize website text to upload
 - Social Media
 - Community website will be priority
 - Science-Communication Section

- 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 – Randy Beckwith)
 - No updates
 - AFS-BES/ASCE-EWRI Joint Fish Passage Committee (Chair – Kathy Hoverman)
 - See Revisions section above
 - Webinar to be held 12/5/19 – WFMD 2020
 - Resource Policy Committee (Chair - Patrick O'Rourke)
 - Revision on dam removal policy statement – put out a call to BES membership, Patrick to send Jessica blurb to send out
- **Updating Bylaws**
 - Bylaws – Dana working on, close to being done for ExCom review, revised deadline to end of year. Then send to constitutional consultant.
 - BES Annual Calendar – Mike working on, deliverable goal by 12/1/19
- **Administrative, Reporting**
 - The new Governing Board Reporting Tool is active as of 3/22/19
 - Dana/Mike to coordinate in populating the BES update by 12/1/19

7. Conferences/Training Opportunities

- World Fish Migration Day, May 16, 2020.
 - <https://www.worldfishmigrationday.com/>
 - Call for volunteers to assist, highlight this opportunity
- Fish Passage 2020. Lisbon, Portugal. June 29 – July 3, 2020
 - Looking for project award nominations

- No shortage of presentation abstracts
- AFS 2020 Annual Meeting, Columbus, Ohio. Aug 30 – Sept 3 (AFS 150th Anniversary)
 - 150th Anniversary AFS Section Exhibit
 - Create committee and get organized
 - What BES is? How has bioengineering changed over the year?
 - Treasure hunt? Raffle?
 - Nominate fish for committee

8. Next Meeting

- Friday, December 6, 2019 at 3 pm ET / 12 pm PT

9. Adjourn

Action Items

1. Bills, bills, bills
 - Mike/Jessica payment coordination
 - \$590 to AFS for website hosting and migration fees
 - \$175 to Dana for AFS conference teleconference line and agenda copies
 - \$1,496.64 to Laura Wildman for AFS conference dam removal course
 - \$910.59 to Tom Hepler for AFS conference dam removal course
 - Jessica to draft annual budget (income/expenses)
2. Ned Taft Award
 - Email recruitment notice (Dana/Jessica/Jenna) once webpage is working
 - set timeline
 - Post recruitment notice once website is working
 - set timeline
 - Dana to contact Governing Board about the possibility of donating funds to BES or Ned Taft Award while registering for AFS membership
3. Change bank signatory – in progress
4. Webpage
 - Dana to finalize webpage text and post
5. Listserve
 - Kathy to coordinate with Rachel (Copyrights, moderator, MOU with ASCE)
6. Social media
 - Reach out to Solomon David (Science-Communication Section)
7. Education Committee
 - Email membership to ask what is the role of this committee?
8. Update bylaws – include digital media subcommittee – done by end year
9. BES annual report filing – Dana/Mike – due by 12/1/19
10. Sean Landsman will send survey link, ExCom will email to AFS members – pending
11. Dana to forward new AFS procedures manual and new constitution and rules
12. AFS 2020
 - Nominate fish for BES, Dana to find out which fish are already taken
 - Exhibit
 - What do we want to exhibit? Start brainstorming!

Completed Action Items (this period)