



AFS Bioengineering Section Monthly ExCom Meeting Notes

Date: Friday, November 20, 2020. 12-1 pm ET (9-10 am PT)

Meeting: Monthly BES ExCom Meeting

Location: Microsoft Teams

Subject: Meeting Notes

1. Attendance

- Current BES Officers
 - Dan Giza– President (present)
 - Dana Postlewait – Past President (present)
 - Patrick O'Rourke – President Elect (present)
 - Jessica Pica – Secretary/Treasurer (present)
- BES Committee Representatives
 - Randy Beckwith – BES Technology and Education Committee Chair (present)
 - Patrick O'Rourke – BES Resource Policy Committee Liaison (present)
 - Gordon Clark – BES Digital Media Chair (present)
 - Jenna Rackovan – Ned Taft Award Chair (present)
 - Kevin Mulligan – AFS/BES - ASCE/EWRI Joint Committee Chair (present)

2. Call meeting to order:

- Quorum
- Dan motioned and Patrick seconded to approve 10/16/20 meeting notes

American Fisheries Society Bioengineering Section	Dana Postlewait – Past President Dan Giza – President	Patrick O'Rourke – President Elect Jessica Pica – Secretary/Treasurer	Page 1 of 7
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3. Revisions to Agenda

4. Announcements

5. Treasurer's Report

- **Account Balances**
 - General Business Checking: \$20,450.46 (as of 11/17/20)
 - Ned Taft Award Fund: \$1,640.06 (as of 11/17/20)
- **Income**
 - *COMPLETED ACTION*: Jackie Machado re-sent 2020 income check (membership dues) for \$1,790.00 and Jessica deposited 10/28/20. Not sure why we didn't receive it the first time around.
- **Expenses**
 - No expenses over the past two months.
- **Banks**
 - Jessica has contacted a few online banks. We need a business account not a personal account because we won't be able to deposit BES checks to personal account. Ally Bank only has personal accounts. Chime customer service didn't answer. Simple had a 30 minute customer service wait. AXOS has business accounts but they weren't available to talk.
 - *ACTION*: Jessica to continue to research online banks.

6. BES Business

- **Carleton University fish passage and engineering survey**
 - Jessica received an email from Will Twardek and Sean Landsman of Carleton University about taking and distributing a fish passage and engineering survey. Sean originally reached out to us in February 2019 about distributing this and we were waiting for the survey to be finalized.
 - *ACTION*: Jessica to send survey to BES membership
- **Michel Larinier Remembrance**
 - A large contributor to the fish passage community Michel Larinier passed away this September 2020. Should BES email membership about his contributions and passing?
 - *ACTION*: Jessica to coordinate blurb and send via BES and fish passage listserv

- **Ned Taft Award**

- We're waiting to hear from Katrina Dunn (AFS) about the donation button.
- *COMPLETED ACTION*: Dana/Jenna have contacted Katrina
- Katrina/AFS does not want to overload AFS membership page with donate buttons. AFS has a donation page that links to sections funds. BES will pursue this option of creating our own donation page and link.
- *ACTION*: Jenna to ask Katrina how will the payment logistics work (does it link to BES bank account or will AFS send BES a check).
- When BES talks to Dan Cassidy 11/24/20 about NLF effort we'll ask about any tax implications with Ned Taft donations

- **Digital Media**

- *Web page*
 - *ACTION*: Gordon to create a new page on website and upload approved meeting notes pdfs.
 - *COMPLETED ACTION*: Jessica moved BES Google files from Dana's account to BES account. Need confirmation before delete from Dana's account.
 - *ACTION*: Jessica to coordinate with Dana and Gordon that all files have transferred over properly before deleting Dana's account.
- *Community*
 - A problem has come to light about the Community platform. There are less and less associations that use iMIS Communities in favor of Higher Logic. ASI (the company that created iMIS and that community module) have no plans to upgrade or develop that product any further. The developer said none of their clients use it. And the reason is usually that participants are either inundated with messages, or opt out from participation entirely.
 - BES will not continue with Communities and the next steps are honing into next platform (Higher Logic, Slack, and Discord). Beth sent a demo of platform she's working on.

- **Nature-like Fishway Guidelines**

- *COMPLETED ACTION*: Randy, Dana, Mike, Jessica, and Steve Malloch had a kick-off call 10/30/20 and a follow-up meeting 11/12/20 with the addition of Laura Wildman

- and Brent Medford (retired, USBR). Laura shared the 104 NLF list (<https://sites.google.com/site/naturelikefishwayspublication/home>)
- The most recent plan is to “hire” a facilitator (Brent Medford) to organize and guide development of a 1) symposium for an AFS or FP conference 2022 (case studies), and a secondary goal to outline 2) a short course at AFS or FP conference 2022 (guidance).
 - January 14, 2021 is next funding effort. Currently working on a draft scope.
- **Committee Updates**
 - *Technology Committee (Chair – Randy Beckwith)*
 - No updates
 - *Education Committee (Chair – Randy Beckwith)*
 - No updates
 - *ACTION:* create running list of workshops/symposium/webinars that we’ve done in the past
 - *AFS-BES/ASCE-EWRI Joint Committee on Fisheries Engineering and Science (Chair – Kevin Mulligan)*
 - MOU – it’s in a holding place still, waiting on Brian Parsons approval, Doug Austen is ready to sign
 - FPC met with steering committee, Portugal, Acadia University, and PNNL (all interested in hosting). There will not be a 2021 in person conference but might include virtual component (no details yet). 2022 PNNL, 2023 Acadia University, Portugal didn’t commit yet but maybe 2024
 - They will probably send Landsman survey although they typically stick to conference.
 - Kevin is developing a survey to solicit feedback on priorities
 - *Resource Policy Committee (Liaison – Patrick O’Rourke)*
 - Getting ready for new administration transition. Anticipate policy plans in the future, more info to come in the new year.
 - **Bylaws**
 - *ACTION:* Dana to draft bylaws then pass to ExCom and Randy Shultz for review
 - *ACTION:* Dana will share BES bylaws with joint committee

- **Administrative, Reporting**

- The update information needed includes information like how many meetings, how many people, what workshops do you put on, etc.
- *ACTION*: Dana send Dan information needed for update/calendar. Dan to generate information. Update by end of calendar year.
- Jessica has a working document to keep track of yearly requirements (taxes, AFS reporting, etc.)
- *ACTION*: All review annual requirement document located on Google Drive and Jessica to send new google links.

7. Conferences/Training Opportunities

- **AFS 2021 Annual Meeting, Baltimore, MD. August 8-12, 2021**
 - 150th unit exhibit
 - *ACTION*: All investigate existing video that could be used.
 - AFS reached out to Dan about exhibit details like who is the contact? What is the format for the exhibit (poster, PP, etc)? At a minimum BES will have a video and physical models and fishing gear. We might have an activity like the treasure hunt.
 - Alden is happy to share videos and to borrow models

8. Next Meeting

- Friday, December 18, 2020 3-4 pm ET (12-1 pm PT)

9. Adjourn

Action Items

- 1. Bills, bills, bills (Treasurer)**
 - Jessica to continue to research online banks
- 2. Carleton University fish passage and engineering survey**
 - Jessica to send survey to BES membership
- 3. Michel Larinier Remembrance**
 - Jessica to coordinate blurb and send via BES and fish passage listserv
- 4. Ned Taft Award**
 - Jenna to ask Katrina how will the payment logistics work (does it link to BES bank account or will AFS send BES a check).
- 5. Digital Media**
 - Gordon to create a new page on website and upload approved meeting notes pdfs
 - Jessica to coordinate with Dana and Gordon that all files have transferred over properly before deleting Dana's account
- 6. Nature-like Fishway Guidelines**
- 7. Technology Committee**
- 8. Education Committee**
 - Create running list of workshops/symposium/webinars that we've done in the past
- 9. ASCE-EWRI Joint Committee Fisheries Engineering and Science**
- 10. Resource Policy Committee**
- 11. Bylaws**
 - Dana to draft bylaws then pass to ExCom and Randy Shultz for review
 - Dana to share BES bylaws to Joint Committee
- 12. Administrative, Reporting**
 - Dana send Dan information needed for update/calendar. Dan to generate information. Update by end of calendar year.
 - All review annual requirement document located on Google Drive and Jessica to send new google links.
- 13. AFS 2021**
 - All investigate existing video that could be used

Completed Action Items (this period)

1. Jackie Machado re-sent 2020 income check (membership dues) for \$1,790.00 and Jessica deposited 10/28/20. Not sure why we didn't receive it the first time around.
2. Dana/Jenna have contacted Katrina
3. Jessica to move BES Google files from Dana's account to BES account
4. Randy, Dana, Mike, Jessica, and Steve Malloch had a kick-off call 10/30/20 and a follow-up meeting 11/12/20 with the addition of Laura Wildman and Brent Medford (retired, USBR). Laura shared the 400 NLF list.