



# AMERICAN FISHERIES SOCIETY

## MONTANA CHAPTER



TO: MCAFS ExCom

FROM: Leo Rosenthal, MCAFS Secretary/Treasurer

RE: Minutes from MCAFS ExCom Meeting

DATE/LOCATION: 21 March 2011, Conference call

Attendees: Todd Koel, Scott Barndt, Leo Rosenthal, Craig Barfoot, Amber Steed

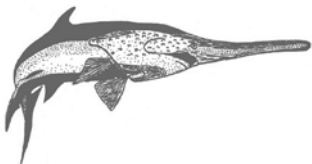
-----AGENDA-----

1. **Introductions**
  2. **Additions/Changes to the Agenda**
  3. **Approval of last ExCom Meeting Notes**
  4. **Treasurer's Report**
  5. **Old Business**
    - a. **2011 Annual meeting wrap-up**
    - b. **Ability to participate in WDAFS conference calls**
    - c. **DUNS number financial statement**
    - d. **Registration as Nonprofit with MT Secretary of State**
  6. **New Business**
    - a. **Memo from parent society regarding host for 2015 annual meeting**
    - b. **IJS board**
    - c. **RAF funds available**
    - d. **Procedures manual**
  7. **Open Floor/Discussion**
  8. **Adjourn**
- 

### Minutes

#### Opening

- 1) **Introductions:** The meeting began at 2:00 pm. No introductions were made.



### Additions/Changes to the Agenda

- 2) Additions/changes to the agenda included IJS abstracts and board (new business), DUNS number and registration with the Secretary of State (old business), and RAF funds available (new business).

### New and Old Business

- 3) Approval of the last Excom meeting minutes: The minutes of the 2/8/2011 ExCom meeting were handed out prior to the conference call. Craig Barfoot made a motion to approve the minutes of the 2/8/2011 meeting as submitted. Scott Barndt seconded. With no further discussion the motion carried unanimously.
- 4) Treasurer's report – ExCom reviewed the treasurer's report dated 3/17/2011. One correction was made. Todd Koel made a motion to accept the 3/17/2011 treasurer's report as amended. Craig Barfoot seconded. With no further discussion the motion carried unanimously.
- 5) Old Business
  - a. 2011 annual meeting wrap-up – Leo Rosenthal gave a financial summary of the 2011 annual meeting in Great Falls. The meeting was well attended and resulted in higher profit than in 2010. Craig mentioned that the bull trout information/education package was now completed and that the gifts for the plenary speakers would be going out. Thank-you letters to sponsors and vendors have all gone out.
  - b. Ability to participate in WDAFS conference calls – ExCom discussed the availability of members to participate in the conference calls, which are typically held on Thursdays, mid-morning. Todd mentioned that he has a hard time making these calls. Todd mentioned that someone else may want to sit in on these. Todd will send out notices to ExCom beforehand.
  - c. DUNS # financial statement/ registration with the Secretary of State – Leo gave an update on the DUNS # acquisition. The Chapter's DUNS number is now active, however we now must register with Central Contractor Registration (CCR) before we can go forward with the USFS agreement. Todd gave an update on registration as a non-profit with the Secretary of State. Todd will let Leo know if he needs any additional information.
- 6) New Business
  - a. Memo from the Parent Society regarding host for 2015 annual meeting – Discussion was held regarding the whether we want to do this. ExCom questioned whether we are equipped to handle such a large meeting. Leann Roulson would be a good contact regarding this issue, as she helped put on the WDAFS meeting in Bozeman and has a good idea of what it's like to put on a large meeting. Todd Koel mentioned that we should send a message out to the membership to see if anyone wants to help out with this. **AI – Todd will send a message out to the membership.**
  - b. IJS abstract printing/ board – MCAFS has been supporting the journal through paying for abstract printing. Discussion was held regarding the need to continue this. Scott and Craig mentioned that we need to know more about the history of this agreement before making any changes. Discussion was also held regarding participation in the IJS board. ExCom has typically served on the board. The procedures manual states that one member will serve on the board and that it is typically the responsibility of the past-president. **AI – Craig will look into the history of the agreement between IJS and MCAFS and why they need three board members from MAFS.**

- c. RAF funds available – ExCom discussed how much money was available for RAF’s this year. Todd mentioned that we made \$7,500 from the annual meeting but we still have \$10,000 in previous RAF’s outstanding. Todd thought that we need to resolve our webmaster issues before deciding how much we have available. Amber mentioned that it would be worthwhile to contact the winners and see what their timeline was for receiving funds. **AI – Todd will contact the winners and ask when they need their money. AI – Leo will include outstanding RAF’s in the next treasurer’s report.**
  - d. Procedures manual – ExCom discussed the additions/changes that need to be made to the procedures manual. The Wally McClure scholarship fund section could use some more attention. A section should also be included detailing that the President will look over bank statements, investment statements, etc. quarterly. A section describing that the website would be a good place to post reports or presentations from RAF funded projects. **AI – Scott, as Past-president, will make all changes to the procedures manual.**
- 7) Open floor discussion – ExCom should get a legislative update from Scott Bosse.
- 8) Adjourn – Scott Barndt made a motion to adjourn. Craig Barfoot seconded. With no further discussion, the meeting adjourned at 4:30 pm.