



American Fisheries Society

September 2023

Management Committee Minutes

Key Motions and Tasks:

1. Address CASS MOU at October MC meeting.
2. Build out the schedule of MC/GB topics for the year, coordinate with FPPC, and present a more complete schedule of key activities at the October MC meeting.
3. Approved the bylaws and establishment of the University of Hawaii Student Subunit of the Pacific Islands Chapter of AFS.
4. Approved bylaws changes of the AFS Fish Health Section.
5. April Croxton is finalizing development of a search committee for the new Executive Director. An update with the charge and membership will be presented at the October MC meeting.

Minutes of the Meeting:

Participants:

Management Committee Members:

April Croxton, Cecil Jennings, Miguel Garcia Bermudez, Gary Whelan, Margaret Murphy, Lynn Quattro, Dan Isermann, Heather Stewart, Anthony Overton, Tim Copeland (proxy for Julie Carter), Jeff Kopaska, Eric Fetherman, Dan Mosier, Randy Shultz (Constitutional Consultant, non-voting), Doug Austen (Executive Director, non-voting)

Proxies (observing): Matt Wipf, Andrew Bade, Laurie Earley

ELMA: Matt Wipf, Kyler Hecke, Drew Holloway, Josephine Johnson

AFS Staff: Dan Cassidy, Kelly Kotche, Jenna Hanks, Beth Beard, Lauren Maza, Laura Hendee

1. **Greetings, Recognition of Proxies, and Determination of Quorum** – Meeting called to order by Cecil Jennings at 2:03 p.m. EDT and quorum established by Randy Schultz. Recognition of proxies and Emerging Leaders:
 - a. Established proxies are:
 - i. Lynn Quattro (FAS) – Proxy Christian Waters (President-elect for FAS) christian.waters@ncwildlife.org
 - ii. Dan Mosier (at-large) - Proxy Matt Wipf matt.wipf@mt.gov

- iii. Eric Fetherman (at-large) - Proxy Laurie Earley pastpresident@wdafs.org
 - iv. Julie Carter (WD) – Proxy Tim Copeland (Vice President WD)
tim.copeland@idfg.idaho.gov
 - v. Heather Stewart (NED) – Proxy Andrew Bade Andrew.Bade@ct.gov
- b. Emerging Leaders (non-voting):
- i. Tyler Hecke, khecke@atu.edu
 - ii. Drew Holloway, dholloway@msdeng.com
 - iii. Jo Johnson, Josephine_Johnson@fws.gov
 - iv. Matt Wipf, matt.wipf@mt.gov
2. **Welcome to the Management Committee** – How we’ll operate and message from President Cecil Jennings
- a. Role of MC from Procedures Manual (see below) – Quick review of the main roles of the Management Committee. Encouraged MC members to read this short description.
 - b. Message from Cecil on plan of work and other charges for 2023-2024. Key events are the World Fisheries Congress, scheduled for March 3-7, 2024, in Seattle, and the AFS annual conference in Honolulu, September 15-19, 2024. The AFS officers are also working on starting the process of revising and updating the 2020-2024 Strategic Plan. More will be said on this during future calls.
3. **Approval of Agenda**- Reviewed by Jennings. Motion to accept by Gary Whelan, 2nd by Margaret Murphy. Approved by unanimous consent.
4. **Review of August 9, 2023, Management Committee minutes** – Approve minutes and review status of tasks identified at recent MC meetings. Motion for approval by Whelan, 2nd by April Croxton. Approved by unanimous consent.
5. **Management Committee Topic Schedule for 2023-2024**
The beginnings of a draft schedule for planning topics to be addressed by the Management Committee and Governing Board was briefly reviewed by Austen. A more complete version will be presented at the October meeting that will include FPPC quarterly financial reviews, Program Review activities, and other key events. This will help leadership in better organizing the MC/GB topics throughout the year to ensure topics are addressed in a timely manner as well as to balance out workload.
6. **Constitutional Consultant Report** - Randy Schultz
- a. **CASS MOU Discussion:** (Attachment C) – Austen reported that AFS has been a member of CASS since shortly after the first CASS Joint Aquatic Sciences Meeting in Portland in 2014. CASS now includes nine members and will be adding the Society of Canadian Aquatic Scientists (CASC) at its next meeting. Key activities of CASS include:

- i. Collaborations on DEIJ including a booth at Society for the Advancement of Chicanos/Hispanics and Native Americans in Science (SACNAS) and involvement in NSF LEAP grants.
- ii. Two JASM meetings, including the recent JASM2022 managed by AFS in Grand Rapids
- iii. Advocacy work – WOTUS and Maui H2O decision input

CASS needs and is working to develop a more formal structure, with this MOU as a key component of that effort. The MOU currently does not include a financial management component but that will be addressed in the future and require additional language. Currently, financial issues (e.g., payment for the SACNAS booth or JASM management) are addressed on an as needed basis with a society volunteering to address that need. Depending upon growth, it is possible that CASS will need to explore being a 501(C)3 to address banking, fundraising and other needs in future. At this time, we simply wanted to share this draft CASS MOU with the MC in order for the members to review the document and, hopefully, approve AFS signing, at a future Management Committee meeting. Goal to have all societies to approve by end of year.

- b. **Motion:** Approve establishment of the Student Subunit of the Pacific Islands Chapter of the American Fisheries Society at the University of Hawai'i. (Attachment D)
 - i. **Background:** The proposed bylaws were reviewed by the Constitutional Consultant and deemed consistent with the AFS Constitution and Rules.
 - ii. **Move to approve** by April Croxton; 2nd by Jeff Kopaska. Approved by unanimous consent.
- c. **Motion:** Approve proposed bylaw changes of the Fish Health Section of the American Fisheries Society. (Attachment E)
 - i. **Background:** The proposed bylaws were reviewed by the Constitutional Consultant and deemed consistent with the AFS Constitution and Rules. Notable changes:
 1. Only active members of the Society may serve on Section Committees.
 2. Defining the Immediate Past President duties.
 3. Numerous Committee changes.
 4. Correcting approval process for Bylaw changes.
 - ii. Motion to approve by Gary Whelan; 2nd by Cecil Jennings
 Note: It was suggested that the nomination language could be cleaned up and that there is an error in Section 4(d) on report submittal (it should be to the AFS Executive Director). These edits are non-significant and do not impact that motion to approve

7. Officers Reports

- a. Cecil Jennings – including ED search process (timeline and committee)
 - i. Email traffic has increased by factor of four since becoming AFS President.
 - ii. Planning for HI
 1. Committee assignments
 2. Indigenous outreach

- iii. ED search work in progress – Committee, timeline and getting input from past search members

- b. Miguel Garcia Bermudez – continuing to work with a group of participants from the Latin America and Caribbean Fisheries Conference (LACFC) on next steps. There is thought of a 2nd LACFC in 2025 or 2026. Heavily involved in new officer duties as part of the progression to President-Elect

- c. Gary Whelan
 - i. Finalizing the closeout work from the Grand Rapids annual meeting.
 - ii. Figuring out Chapter meeting travel. AFS officers are working to implement their goal of attending an annual meeting of every AFS chapter meetings over a three year time frame. In addition, officers are exploring other key partnership meetings for their participation that will serve to advance AFS.

- d. Margaret Murphy
 - i. Recognizing that many key activities of importance take many years to plan and implement, Margaret is starting to translate key components of her possible presidential plan or work into annual plans that will lead up to her presidential term.

- e. April Croxton
 - i. General comments: There is simply not enough time in year to accomplish all that is defined in a Presidential Plan of work, (PPOW) so April is working to finish at least some of last years’ work. This includes a letter going out to Grand Rapids annual meeting Planning Committee employers/supervisors to thank them for their staff’s involvement in the conference. It is also important to continue to address the PPOW work on AFS internal communication and unit travel by officers. This travel, in particular, is moving forward with the 2023-2024 year and will, hopefully, continue.
 - ii. Serving as co-chair of the Hutton Committee
 - iii. Member of the Executive Director search committee
 - 1. Develop search committee – Represent entire society on committee with a broad range – Cecil (ex-officio), chair, seven members total with two advisors (previous search)
 - a. Looking forward to have committee in hand by October meeting.
 - 2. Timeline
 - a. Committee – Sept-Nov
 - b. Position description developed – Oct-Nov
 - c. Executive search consultant hired and candidate search – Nov – March
 - d. Interviews and Negotiations – March – July
 - e. Candidate selection – May-July
 - f. New ED orientation – Aug-Sept 2024

8. Executive Director and Other AFS staff reports

a. Financial Report (Dan Cassidy; Attachment E)

- i. As of the end of June 2023, AFS is tracking ahead of previous years. The August financial report is coming out soon and will be shared with the MC members. The FPPC next quarterly meeting is set for October.
- ii. Grand Rapids initial financial results
 1. Revenues were good but registration was a bit short
 2. Net revenue was likely about \$600K and \$31K ahead of projections.
- iii. The current AFS cash Flow is positive with roughly \$500K in bank. Continued work with federal partners, such as billing for Hutton program, results in additional income streams. Cash balance should be at least \$100K with Wiley funds coming in next month and membership renewals being initialed.
- iv. The U.S. federal Employees Retention Tax Credit (ERTC) is still in a holding pattern but AFS still anticipated receiving the full additional payment of about \$252K.
- v. December - 2024 budget will be developed and presented to the MC as a working document. We currently anticipate that 2024 will be stable or positive budget with projected positive revenues from the World Fisheries Congress and the Hawaii annual meeting. Looking forward to 2025, AFS will not have a second major event (no additional meetings such as JASM, LACFC or WFC) as possible revenue (or loss, as in the case of LACFC) and this will have budget ramifications that will need to be carefully thought through. In addition, the current publishing contract with Wiley expires December 31, 2024 and, as a result, AFS will have a new publishing contract in 2025 with a current high level of uncertainty with regard to the financial package. We are anticipating that it won't be as advantageous as the current contract.
- vi. Office Condo Sale is still mired in the process of working on a zoning modification with Montgomery County. This will take many months to complete and needs to be finalized before we can actively market the property.

b. Membership report (Kelly Kotche; Attachment F)

Membership comparison for 2022 vs. 2023 shows that we are down 283 individual members (-4.16%). However, comparison with pre-Covid reflects a larger loss of members (2019 vs 2023 shows a decline of 14%). The Membership committee has established a tentative goal of 10,000 members with 7,500 North American and 2,500 international members by 2030.

1. Campaigns being planned.
2. An emphasis area will be to ask and encourage AFS leaderships to be ambassadors for AFS membership.
3. Tool kit being prepared to support this large-scale effort.
4. Officer or leadership at every Chapter meeting in future will make a difference.
5. It was suggested that an important component of this would be to reactivate the Native Peoples Section in order to better address that community and provide support.

c. Program Reviews -

The AFS Program Reviews were a substantial part of the Grand Rapids joint MC/GB meeting

and were, essentially, launched at that event. A full-year cycle for completion of the reviews is being developed with more details to be provided at the October MC meeting.

9. Additional Topics and New Business

- a.** MC meeting date confirmation – 3rd Friday at 2:00 p.m. ET
 - i.** October 20, 2023
 - ii.** Tentatively set for November 17, 2023 – However, due to schedule demands we will look to change date to earlier in November with Doodle Poll coming out soon.
 - iii.** December 15, 2023 is the winter joint MC/GB meeting.
 - iv.** 2024 schedule to be reviewed as needed.
- b.** The Midyear GB meeting is set for Saturday, March 2 through noon on Sunday, March 3 in conjunction with the World Fisheries Congress in Seattle.
- c.** Other items as appropriate

10. Adjournment

Attachment A – Role of the Management Committee as defined in the AFS Procedures Manual

Management Committee

The Management Committee functions as an Executive Committee of the Governing Board, monitoring Society activities to ensure that policies and plans approved by the Governing Board are implemented appropriately and guiding the Executive Director in these endeavors. The Management Committee meets monthly and handles general oversight of Society operations, including budget approval; Executive Director activities and, through them, staff activities; Society-wide meetings; communications with membership, external partners, and government entities; and matters related to and affecting Society procedures. The Management Committee reports to the Governing Board on all decisions; however, the Governing Board, with majority approval, retains the ability to discuss any of these decisions.

The Management Committee comprises the following:

1. AFS President (chair), President-Elect, First Vice President, Second Vice President, and Immediate Past President.
2. The presidents of two Divisions and presidents-elect of the two alternative Divisions. The presidents-elect remain on the committee through their presidential year, usually attending four Management Committee meetings before rotating off the committee. In the event that an appointed Division officer moves from president-elect to president during the course of the year, the officer will retain their appointment to the Management Committee. This ensures continuity of membership on the committee. Typically, the presidents-elect of the Southern Division and Northeast Division begin their service at the incoming meeting in even-numbered years, while the presidents-elect of the Western and North Central divisions begin their service in odd-numbered years.
3. Four Division or Section members on the Governing Board (voting or not) elected at large by the Governing Board as voting members of the Management Committee.
4. Executive Director, Constitutional Consultant, and such others as the AFS President may appoint (nonvoting on the Governing Board and Management Committee).

Due to the frequency of Management Committee meetings and the potential number of topics addressed and issues resolved at each meeting, continuity is an important aspect of efficient committee functioning. Therefore, no proxies are permitted for cases in which a committee member cannot participate in a meeting.

Responsibilities of Management Committee Members

While the Division representatives serve as a function of their office, appointees from Sections are elected to this committee with the confidence of their colleagues on the Governing Board. As such, they are selected as individuals and are not automatically replaced by their successor if Section officers change during the year. Appointees from Sections have full voting privileges on Management Committee affairs, whether or not their Section has a vote on the Governing Board.

The Management Committee communicates monthly via conference calls (as needed) at a time determined by the AFS President (e.g., the third Tuesday of the month, 1:00 pm Eastern Time) to

discuss issues and through email as necessary. The AFS President will confirm scheduling of the calls (or cancel as appropriate) and establish call agendas. Members of the Management Committee should submit agenda items no later than 10 days before a scheduled call. Agendas should be provided by the AFS President to the Management Committee no later than one week prior to the call. Management Committee members also meet to conduct business during the Mid-Year meeting, typically held in early March, and at the Annual Meeting of the Society. These meetings are generally held on the Thursday afternoon before the Governing Board retreat (Friday) and the Governing Board meeting (Saturday). In the absence of a Governing Board retreat, the committee meets on Friday afternoon. The minutes from all Management Committee meetings will be shared with the Governing Board.

During the monthly meetings, the Management Committee reviews the Executive Director's proposed budget, approves routine motions, and makes recommendations for Governing Board approval when appropriate. In-depth reviews of AFS finances are undertaken quarterly. The budget review includes such things as detailed consideration of the Executive Director's proposed changes to dues, fees, and other charges for AFS services; any proposals with financial implications; a review of the status of the reserve fund; and guidance on the funding of new initiatives.

The Management Committee, together with the Executive Director and the AFS Financial Planning and Procedures Committee, are responsible for ensuring the implementation of policy and guidelines in the "Statement of Investment Policy and Objectives," which governs the management of AFS' Long-Term Investments. The Management Committee may recommend modification of the objectives and policies of this Statement and, if necessary, seek approval by the Governing Board. When AFS units request seed money to support unit meetings, the Management Committee is authorized to approve up to \$10,000 for such requests (seed money is to be returned to AFS from the revenue of the meeting).

The Management Committee also reviews and recommends the President-Elect's Plan of Work for approval by the Governing Board.

Attachment B – Draft CASS MOU (for discussion only)

MOU Revised Draft 8-4-23



MEMORANDUM OF UNDERSTANDING

AMONG THE FOLLOWING ORGANIZATIONS:

American Fisheries Society (AFS)
Association for the Sciences of Limnology and Oceanography (ASLO)
Coastal and Estuarine Research Federation (CERF)
Freshwater Mollusk Conservation Society (FMCS)
International Association for Great Lakes Research (IAGLR)
North American Lake Management Society (NALMS)
Phycological Society of America (PSA)
Society for Freshwater Science (SFS)
Society of Wetland Scientists (SWS)

*To form a Consortium of Aquatic Science Societies (CASS)
to broaden the reach and strengthen the impact of aquatic sciences*

CASS will foster collaboration and coordination among its members to promote:

- *the advancement of aquatic sciences*
- *scientifically sound policy*
- *education and outreach for an informed public*
- *professional development opportunities*
- *engagement across disciplines*
- *international scientific partnerships*

The parties agree to the following:

I. Purposes

1. To jointly promote scientific research on aquatic ecosystems, from headwaters to the oceans, to better understand the hydrology, ecology, biogeochemistry, ecosystem services, and socio-economic values of these natural resources.

2. To leverage our collective scientific knowledge of aquatic ecosystems and their watersheds to help inform management and policy decisions.
3. To jointly promote global awareness of the wide range of important functions and values carried out by aquatic ecosystems, and the significance of large-scale changes to these systems.
4. To organize and host joint meetings and symposia of the member organizations.
5. To promote expanded participation of each organizations' members, chapters, and national committees through membership and attendance at each other's symposia, workshops, and annual and regional meetings.
6. To seek opportunities for sharing of expertise and professional standards among CASS members, and training of aquatic scientists, particularly in developing countries.
7. To promote active participation in scientific meetings and international memberships and to improve accessibility, inclusion, and diversity in all CASS organizations, particularly among scientists from underrepresented communities and developing countries.
8. To develop joint proposals for funding, when possible, to advance the shared objectives of the member organizations.
9. To share exhibit or booth space at select events of interest to multiple CASS members.
10. To promote awareness of CASS member organizations among their respective memberships through regular sharing of information items noting conferences, publications, and activities.
11. To share scientific information on aquatic ecosystems with external users.
12. To share knowledge regarding governance, conference planning and other best practices to improve the efficiency and effectiveness of individual organizations.

II. **Functions**

To achieve our intended purposes, the parties to this MOU agree to participate in the following provisions:

1. **CASS Liaison:** To facilitate the actions outlined above and provide continuity and effective functioning of the consortium, each organization is asked to select one person to serve a three-year term as their CASS Liaison; these liaisons can work in conjunction with their organization's leadership to provide representation at CASS meetings. Multiple representatives participating in meetings is encouraged, as this will facilitate communications. The representative responsibilities include:
 - Regular attendance in CASS meetings
 - Voting on behalf of your organization or ensuring your organization responds to votes promptly (e.g., approval of new CASS member organizations, approval of policy statements)

- Providing coordination on communications from CASS to member organizations (by working with your organization’s communications staff)
 - Recruiting members from your organization to serve on CASS working groups and projects (e.g., participation in events such as the National Diversity in STEM Conference, writing of policy statements, Joint Aquatic Sciences Meeting planning)
 - Keeping your organization’s leadership informed of CASS activities
2. **Coordination:** Two CASS Liaisons will be appointed to serve staggered two-year terms as Executive Coordinators. Their responsibilities may include providing oversight of and direction for any administrative support.
 3. **Meetings:** CASS will hold regularly scheduled meetings by phone call, videoconference, or in person. All member organizations will be receive a draft agenda at least five days in advance. A two-thirds majority of the member organizations shall constitute a quorum for the transaction of business at a CASS meeting.
 4. **Voting:** All parties must diligently and conscientiously attempt to make decisions by consensus with full and careful consideration of minority views. When a consensus cannot be achieved, each member organization shall have one vote and decisions will be made by a majority vote, including approval of an annual budget.
 5. **Activities Requiring a Specific MOU:** Joint meetings and other events or activities deemed of sufficient significance by the CASS Board will require MOU’s to be developed to govern that activity, including responsibilities, terms, and budgets that all participating parties agree to. Fiscal agents will be identified for each project and specified in the MOU, and regular project updates will be provided to the CASS Board.
 6. **Fiscal Management:** An annual minimum contribution may be requested from each member organization to support CASS operations and activities. The contribution of each society will be proportional to its membership (three-year average). Contributions will be determined after an annual budget for activities and events is developed and approved by a vote at the October CASS meeting for the following calendar year. Any additional contributions needed for additional activities above and beyond an annual minimum contribution must also be voted on. A budget report will be a standing agenda item for CASS meetings.
 7. Any organization may choose to opt out of a CASS activity except for those activities that are part of a previously approved annual budget.
 8. **CASS Standing Committees/Working Groups:** CASS provides an opportunity for organizations to share interests and experiences and develop synergies that benefit our members and further our science. There is no requirement for member organizations to provide participants for every working group or discussion group. Each working group is responsible for designating one or more leads to coordinate its meetings and provide communications to the larger CASS group. Working Group topics may include the following as well as others CASS members deem appropriate:
 - Policy
 - Diversity, Equity, and Inclusion (DEI)
 - Communications
 - International Partnerships
 - Joint Meetings

- Publications

- 9. New Members:** Additional organizations will be considered for CASS membership by first participating in a CASS meeting to describe their organization's interests related to aquatic sciences, and then providing a written letter of intent to CASS describing their organization, the reasons for wanting to join CASS, and their willingness to agree to the terms of this MOU. A membership decision will be made by a two-thirds majority vote of CASS members during a regular meeting and then conveyed to the interested organization by a CASS representative.
- 10. Withdrawal from CASS:** Any party to this MOU may withdraw from CASS upon ninety (90) days prior written notice.
- 11. Removal from CASS:** If an organization fails to fulfill its CASS obligations, the representatives will be notified in writing of the intent to revoke membership. The organization has 30 days to make an appeal, after which it may be removed from CASS membership after a vote of two-thirds (or greater) of the membership.
- 12. MOU Revisions:** Any changes to the CASS MOU will be reviewed at one or more CASS meetings, and a draft will then be circulated to the executive committees of each organization for their approval. Any further changes will be reviewed by the CASS Board, and a final approved MOU will then be signed by each organization.
- 13.** No party to this MOU shall have any legal or financial obligations to CASS or to any other party to this MOU, unless agreed to in writing and signed by the relevant party or parties.
- 14. Effective Date:** This MOU shall become effective upon the signature of all parties and may be amended from time to time (including when other organizations join CASS), by written consent of all parties hereto.

Signed on behalf of their respective organizations:

President, AFS

Date

President, ASLO

Date

President, CERF

Date

President, FMCS

Date

President, IAGLR

Date

President, NALMS

Date

President, PSA

Date

President, SFS

Date

President, SWS

Date

Attachment C – University of Hawai'i Student Subunit Bylaws

Bylaws of the University of Hawai'i Subunit of the Pacific Islands Chapter of the American Fisheries Society

Article I. Name and Objectives

1. The name of this organization shall be the University of Hawai'i Subunit of the Pacific Islands Chapter of the American Fisheries Society (also referred to as the UH subunit) hereinafter referred to as the Subunit, Chapter, and Society respectively.

Land Acknowledgement: We would like to acknowledge that we are living and learning on indigenous land of the people who identify today as Kanaka, or Native Hawaiians. We recognize that Hawai'i, where UH's facilities occupy is still unceded territory, and was illegally stolen by both physical and cultural genocide methods, facilitated by the United States of America. We strive to care for the land and water with the collaboration and guidance of Native Hawaiians. As stewards, we hope to uphold the traditional values that have been in place for thousands of years, acting always in the best interest of the land and sea, and working towards restoration and conservation. With this land acknowledgment, we also recognize that Queen Liliuokalani peacefully surrendered the Hawaiian Kingdom to avoid the bloodshed of her people, and that Hawaiian statehood was an illegal invasion and overthrow conducted by the United States. Although Liliuokalani may have surrendered for the safety of her people, she never once stopped fighting. To this day we remember her commitment and strong sense of compassion and aloha.

2. The objectives of the Subunit shall be those of the Society as set forth in Article I of the Constitution. In addition, the Subunit also has the following objective:
 - A. *Encourage communication and collaboration among members of the UH Subunit and other Pacific Islands subunits that may arise, Pacific Islands Chapter, Western Division, and the American Fisheries Society*
 - B. *Promote education and awareness of fisheries and ecology topics*
 - C. *Prepare members for careers within the fisheries field*
 - D. *Incorporate hands on experience and introduce members to fisheries methods, research, academic and career opportunities*
 - E. *Foster engagement within the local community through beach/fish pond cleanups and educational outreach events*
 - F. *Lead diversity, equity and inclusion in activities, communication, members, purpose and direction*
 - G. *Act as stewards of the land, melding both traditional and western knowledge systems*
 - H. *Inclusion of all students within the Pacific Islands region, undergraduate to graduate level*

6. All activities of this Subunit shall conform to the Society's Constitution, Rules, and Procedures.
- 7.

Article II. Membership

1. The membership of the Subunit shall be composed of University of Hawai'i students, faculty, and alumni who are active members of the Chapter.
2. The UH Student Subunit will accept potential non-UH students (currently enrolled in an academic institution and active member of AFS) within the Pacific Islands region until additional student subunits are established.
3. Only active members of the Society may vote, hold office, or chair a committee.

Article III. Officers

1. The officers of the Subunit shall consist of a President, Vice President, and Treasurer. 2. All officers must be members in good standing of the Society.
3. Officers shall be nominated by a nominating committee appointed by the President. Officers shall be elected by a majority of ballots cast and election methods shall be determined by the Executive Committee.
4. Terms of newly elected officers shall change after 365 days since the previous election. 5. The Subunit Officers shall serve for a period of one year in each office and shall be ineligible for reelection for a period of one year after the expiration of their term.
6. In the event of a vacated position, the Executive Committee shall appoint a qualified replacement to fill the unexpired term.
7. No elected officer or appointed committee member of the Subunit shall receive any salary of other compensation. Expenses associated with Subunit-related activities may be defrayed from funds available to the Subunit when authorized by the Executive Committee.

Article IV. Duties of Officers

1. The President shall:
 - a. Preside at all meetings;
 - b. Serve as Chair of the Executive Committee;
 - c. Appoint all committees;
 - d. Coordinate the activities of the Subunit's standing and special committees and serve as liaison between such committees and the Executive Committee;
 - e. Represent the Subunit to the Pacific Islands Chapter;
 - f. Conduct official correspondence for the Subunit and present reports of Subunit activities at the annual meeting; and
 - g. Make such appointments and perform other duties and functions as are authorized and necessary.
2. The Vice President shall:
 - a. Serve on the Executive Committee;
 - b. Serve as the chair of the Nominating Committee;
 - c. Serve as the chair of the Program Committee; and
 - d. Shall assume the duties of the President in the event of his/her/their absence or inability to act.
3. The Treasurer shall:

- a. Keep the official records of the Subunit, collect and be custodian of any fees or assessments authorized by these bylaws or funds allotted to the Subunit by the Society;
- b. Disburse funds only as authorized by the membership of the Executive Committee.
- c. Submit, at the annual Subunit meeting, the year-end report for the previous fiscal year and a comparison of approved versus actual income and expenditures for the current fiscal year;
- d. Submit minutes of the annual Subunit meeting to the President of the Pacific Islands Chapter within 30 days after the annual Subunit meeting;
- e. Serve on the Executive Committee; and
- f. Conduct the election.

Article V. Executive Committee

1. The Executive Committee of the Subunit shall consist of elected officers and other members as appointed by the President.
2. The Executive Committee is authorized to act on behalf of the Subunit between meetings.
3. A majority of voting Executive Committee members constitutes a quorum. A quorum is required for transactions of official business at an Executive Committee meeting. Executive Committee members can appoint proxies.
4. Each member of the Executive Committee shall have one vote on Executive Committee decisions. In the event of a tie, the President may cast the deciding vote.
5. Executive Committee meetings are called by the President and are typically held three times a year.

Article VI. Meetings and Voting

1. The Subunit shall hold at least one meeting annually at a time and place designated by the Executive Committee. Special meetings may be called by the President with approval of the Executive Committee.
2. A quorum is required for transactions of official business and shall be a majority of the Subunit membership.
3. Business and voting may be conducted via mail or electronic media if approved by the Executive Committee.
4. Unless otherwise specified in these Bylaws or the Constitution of the Society, meetings are conducted according to the latest edition of Robert's Rules of Order.
5. Decisions at meetings are by simple majority of Active Members voting, except 2/3 majorities are required in special cases such as amending the Bylaws and suspending a Rule. Other less frequently used voting requirements are described in Robert's Rules of Order.

Article VII. Subunit Committees

1. Committees and Chairs of committees, except as listed in Articles IV and V of these bylaws shall be appointed and charged by the President. Except for Standing Committees, these Subunit committees shall cease to function upon the discharge of the duties for which they were appointed or with the end of the term of the appointing officer.
2. Standing Committees help the President and the Executive Committee conduct the Subunit's affairs, and the chairs should report their committees' activities, findings, and recommendations at Subunit meetings and interim meetings of the Executive Committee.

Article VIII. Dues and Fees

1. The Executive Committee shall establish annual dues subject to approval of the members voting.
2. The Executive Committee may assess registration fees for meetings.

Article IX. Bylaws

1. The Bylaws are the defining document for the Subunit and take precedence over all other rules and procedures of the Subunit. The Bylaws cannot be suspended and cannot be changed without prior notice to members.
 - a) The Bylaws may be amended by a 2/3 majority of Active Members choosing to vote, provided that the proposed amendment(s) are circulated in writing to the membership at least 30 days prior to voting.
 - b) In accordance with the Society Constitution, a proposed amendment shall be reviewed by the Society's Constitutional Consultant for conformity with the Constitution, Rules, and Procedures of the Society. The Constitutional Consultant presents the adopted amendment to the Society Management Committee for approval.
 - c) Amendments take effect when the Subunit receives written notice of their approval by the Management Committee from the Executive Director.

Attachment D –

BY-LAWS OF THE FISH HEALTH SECTION OF THE AMERICAN FISHERIES SOCIETY

ARTICLE 1. Name

The name of this organization shall be FISH HEALTH SECTION of the American Fisheries Society (AFS), hereinafter referred to as the Section and Society respectively.

ARTICLE 2. Objectives

The general objectives of the Fish Health Section shall be those of the American Fisheries Society described in ARTICLE 1 of the Constitution with the following specific objectives set forth for the Fish Health Section:

- a. To maintain an association of persons involved in ~~safe-guarding~~ **safeguarding** the health of aquatic animals.
- b. To focus attention on aquatic animal health problems by making appropriate news items, results of completed research, and other educational information available to the public.
- c. To stimulate the application of effective aquatic animal health practices by communicating with those entities interested in developing sound aquatic animal health programs. These objectives shall be pursued by:
 1. Making information and technical materials available on aquatic animal health topics, including maintenance of a regularly updated Section website, electronic communication of Section news and publication of a technical journal.
 2. Submitting to the officers of the parent Society an annual report on the status of the ~~section~~ **Section** and recommendations for Society action as appropriate.
 3. Promoting development and use of standardized, reliable techniques for detection, diagnosis, and management of certain diseases of aquatic animals.

4. Developing and maintaining professional standards, certification procedures, and a peer review system to ensure professional competence and ethical practices.

ARTICLE 3. Membership

Membership in the Fish Health Section shall be composed of Society members in good standing who pay Section dues. All officers and committee ~~chair~~ **members** must be members of the Section. Each Section member is entitled to one vote on all matters requiring the approval of the membership. Affiliate membership in the ~~section~~ **Section** shall be available to non-Society members who are members of other scientific societies and associations with an interest in aquatic animal health. Affiliate membership will convey all benefits and rights of full membership except those prohibited by the Society. Only Active Members of the Society may vote, hold office, or ~~chair~~ **serve on** a committee in the Section.

ARTICLE 4. Officers

The officers of the Section shall be a President, a President-Elect, a Vice-President, and a Secretary-Treasurer **and the Immediate Past President**.

a. All officers shall be elected by mail or electronic ballot as provided below for terms extending from the Section's annual business meeting following the election until the Section's annual business meeting of the following year and shall serve without salary or other compensation from the Society or Section unless specifically authorized by a mail ballot of the Section membership.

b. Except for the office of Secretary-Treasurer, no member shall hold the same office for more than one consecutive term; the incumbent for the office of Secretary-Treasurer may serve two consecutive terms.

c. Terms of office shall be as follows:

- President: one year
- President-Elect: one year
- Vice-president: one year
- Secretary-Treasurer: three years per term
- **Immediate Past President: one-year term**

d. Candidates for office, **except the immediate Past President**, shall be nominated by the Nominating and Balloting Committee.

e. In the event of a vacated position, the Executive Committee shall appoint a qualified replacement to complete the unexpired term.

ARTICLE 5. Duties of Officers

a. President: The President shall serve as Chair of the Executive Committee and shall preside at meetings of the Section, appoint all committees, and serve as ex officio member thereof except as limited herein. The President or ~~his~~ **the President's** designated alternate shall represent the Fish Health Section to the Society. The President shall make such appointments and perform such other duties as are authorized and necessary to meet the objectives of the Section.

b. President-Elect: The President-Elect shall perform the duties of the President in the absence of the President. The President-Elect shall serve as the Rules Officer of the Section to (1) assure Section compliance with these Bylaws, (2) coordinate the adoption of any changes to the Bylaws, and (3) maintain liaison with the Constitutional Consultant of the Society. The President-Elect shall accede to and shall be installed as President of the Section at the annual meeting of the Society or at a meeting of the Section if these meetings are suitably scheduled to accommodate installation ceremonies.

c. Vice President: The Vice-President shall accede to and be installed as President-Elect of the Section at the annual meeting of the Society or at a meeting of the Section if these meetings are suitably scheduled to accommodate installation ceremonies. The Vice-President shall recommend for approval of the Executive Committee the time and place and the ~~chair~~ **Chair** of the Program Committee for the annual meeting to be held three years hence.

d. Secretary-Treasurer: The Secretary-Treasurer shall safeguard and control the operating funds of the Section, prepare an annual financial report for the membership, and maintain financial records in standard accounting format for review by Society officers and staff as needed or required. The Secretary-Treasurer shall prepare an itemized budget for Executive Committee approval that will foster financial solvency of the Section and designate the allocation of Section funds. The Secretary-Treasurer shall submit minutes of the annual Chapter business meeting to the Executive Director and to the secretary-treasurer of the ~~Division~~ **Society** within 30 days after the annual Chapter meeting.

e. Past-President: The immediate Past-President shall serve on the Executive Committee, serve on the Nominating and Balloting Committee, and assist other officers as needed.

f. Other specific duties of the officers shall be listed in the Section's Procedural Manual.

ARTICLE 6. Executive Committee

a. The Executive Committee shall consist of the officers of the Fish Health Section, the Technical Standards Committee Chair, the Professional Standards Committee Chair, and the

immediate Past President as voting members. The Chairs of other committees, the editors of the Journal, and the editors of the newsletter shall be ex officio or non-voting members and shall be invited to Executive Committee meetings to present committee reports and participate in discussion of Section business.

b. The Executive Committee shall have authority to determine policy and conduct business consistent with objectives of the Section. The Executive Committee may authorize the disbursement of Section funds for specific clerical tasks and other operational expenses. No real property or capital equipment may be purchased with Section funds without the approval of the membership.

c. The Executive Committee shall maintain an awareness of serious aquatic animal health problems, significant advances in aquatic animal disease control, and shall prepare appropriate resolutions for parent Society action. The Executive Committee is responsible for aiding the President in preparation of the Section's annual report of the Society.

d. Meetings of the Executive Committee may be held whenever the President, or the President-Elect, as his designated alternate, and a majority of the voting members of the ~~Committee~~ **committee** can assemble to conduct Section business. Business and voting of the Executive Committee may be conducted by mail or electronically.

e. A quorum is required for transaction of official business at an Executive Committee meeting. A quorum for an Executive Committee meeting shall consist of four of the seven voting members. Executive Committee members can appoint a proxy.

f. Each member of the Executive Committee shall have one vote on Executive Committee decisions. In the event of a tie, the President's vote shall be the deciding vote.

ARTICLE 7. Standing Committees

~~The President shall appoint Section members in good standing as chair and/or members of the following Standing Committees where a specific means of selection is not stipulated. Committee chairs must be active members of AFS. The senior member of a committee is defined as the member with the longest service on the Committee. The activities of these committees shall not duplicate nor conflict with committee work or projects of the Society:~~

a. Nominating and Balloting Committee: The Nominating and Balloting Committee shall consist of the immediate Past President and three members elected by the membership by mail or electronic ballot. Elected members shall serve a 3-year term and one new member shall be elected to the committee each year. The Chair shall be the senior elected member of the committee. In the event that the senior person is unable or unwilling to serve, the

President shall name the next in line as Chair. The Nominating and Balloting Committee shall nominate a slate of at least two candidates for the office of Vice-President and Secretary-Treasurer. Nominations of Section members in good standing may be submitted ~~prior to March 15~~ **before the date announced to the membership by the Nominating Committee Chair in the newsletter or other electronic communication.** ~~Nominating petitions must be signed by at least ten Section members in good standing and~~ **The nominees to be considered must consent to be considered by the Nominating and Balloting Committee.** In addition, the slate of candidates for the Professional Standards Committee, the Technical Standards Committee, the Nominating and Balloting Committee and the Policy/Position Development Committee will be identified. The committee is responsible for timely preparation, ~~mailing~~ **distribution**, and tabulation of all ~~mail~~ ballots circulated to the membership and for prompt reporting of results to the President. In the event of tie votes, the Executive Committee shall be polled and a winner determined by their vote.

b. ~~Technical Testing~~ Standards Committee: The ~~Technical Testing~~ Standards Committee shall consist of ~~three~~ **up to six** members elected by the section. **Members are expected to have documented knowledge and expertise regarding the development and/or validation of test procedures for pathogen identification.** Members shall serve 3-year terms and ~~one~~ **two** new members shall be elected to the committee each year. The Chair is **identified by a simple majority vote of the senior member of the committee members.** The committee shall foster and promote the use of standard, reliable, and sensitive technical procedures for ~~detection, diagnosis, and confirmation~~ **pathogen surveillance and diagnosis** of aquatic animal diseases ~~and for enhancing the health of aquatic animals.~~ It shall be the responsibility of the Committee to compile and distribute **the Laboratory Testing Procedures section of the Fish Health Section's Blue Book, "Procedures for the Detection and Identification of Certain Fin Fish and Shellfish Pathogens".** The duties of the Committee shall include **technical and editorial responsibilities related to such as format, review, and the determination of needs for appropriate additions or revisions to the aforementioned section Blue Book and distribution of same to the membership and other interested parties or agencies including guidance for the development of tests intended for diagnostic vs. screening purposes.**

c. Professional Standards Committee: The Professional Standards Committee shall consist of three members elected by the ~~section~~ **Section.** Members shall serve a 3-year term and one new member shall be elected to the committee each year. The Chair shall be the senior member of the Committee. The committee shall be responsible for developing and maintaining a system for recognizing professional competence in the aquatic animal health field. The committee shall execute the professional certification programs of the Section including consideration of any alleged unethical conduct by a certified individual according to the Section's Procedures Manual and coordinating the establishment of continuing education requirements in cooperation with the Continuing Education Committee. All members of the Committee must be either a Certified Fish Health Inspector, a Certified Fish Pathologist, or a Doctor of Veterinary Medicine. No Section member who has had his or her

Professional Certification revoked for cause may serve on the committee. Board vacancies shall be filled by appointment of a qualified replacement by the Executive Committee, and the appointee shall complete the term of the Board member he or she replaces. Changes in the qualification requirements for Certified Inspectors and Fish Pathologists shall be approved by a 2/3 majority vote of the ~~section~~ **Section** members in a mail or electronic ballot.

d. Continuing Education Committee: The Continuing Education Committee shall consist of a chair and four members appointed by the President for up to two two-year terms. The committee shall, in coordination with the Professional Standards Committee, establish and implement a program of continuing education for the Section.

e. Awards Committee: The Awards Committee shall consist of a Chair and two members selected by the President for three-year staggered terms. The senior member shall be the Chair. **The most recent recipient of the S.F. Snieszko Distinguished Service Award may be appointed to a 3-year term if they are an active member of the FHS and AFS.** The Awards Committee shall be responsible for soliciting and gathering nominations for the S.F. Snieszko Distinguished Service (DS) Award, the Special Achievement Award, and the Student Travel Awards. The Chair of the Awards Committee shall solicit nominations for the Awards from the Section membership by providing the Newsletter Editor an announcement by December 1st, describing the purpose of the awards and where nominations should be sent. The Awards Committee shall screen nominations from the membership and forward qualified candidates for consideration and selection based on procedures and criteria specified in the current Section Procedural Manual.

f. Archives Committee: The Archives Committee shall consist of a Chair and two members selected by the President. **Appointed members will serve up to two 3-year terms.** The Archives Committee shall maintain permanent records of all activities and actions of the Section, including the constitution and bylaws elections, rosters of officers, membership, meetings sites, awards, publications, photographs, affiliations, and such other business that has historical significance subject to the approval of the Executive Committee. This committee shall also establish a permanent site for the repository of materials, arrange for housing the archives, and maintain an up-to-date listing of archived material for the Executive Committee and the membership.

g. Policy/Position Development Committee: This committee provides a mechanism for generating official policy/position statements by the FHS and consists of **the FHS President-elect, FHS vice-President and three elected members. Elected members serve a 3-year term and one new member is elected to the committee each year. The Chair of the committee will be the FHS President-elect.**

h. Inspection Standards Committee: The Inspection Standards Committee shall consist of at most 6 members representing the Section (1, current FHS President or designee;

administrative chair of the committee; non-voting except if the chair opts to break a tie vote), aquatic epidemiology or statistics and modeling (2), veterinarian with aquatic disease specialization (1), Certified AFS FHS Fish Pathologist (1), and Certified AFS FHS Aquatic Animal Health Inspector (1). Considering that stakeholders will have specific input and perspectives helpful to properly execute committee duties, a stakeholder advisory panel will be available to this committee. The stakeholder advisory panel composition will be determined as outlined in the procedural manual. All stakeholder panelists shall be non-voting advisors to the Committee and need not be present for all committee activities.

Nominations for committee members and advisory panelists will be solicited and nominees will stand for election by FHS members in good standing. Nominees for federal agency representatives to the advisory panel will be solicited directly from the respective agencies; nominees for state agency representatives will be solicited directly from the Association of Fish and Wildlife Agencies. Agencies, indigenous groups, or industry groups can appoint/nominate individuals outside of their stakeholder groups to serve as their designated representatives to the advisory panel (e.g., if desired, the aquaculture industry could nominate an academic to serve as their constituency's representative). Committee members and advisory panelists shall serve 3-year terms, and reelection shall be allowed, but no committee member or advisory panel member shall serve more than two consecutive terms (i.e., after serving for two consecutive terms, a member must rotate off the committee or advisory panel for a 3-year term before they may serve again). The Committee will be considered empaneled when at least one individual representing each of the subject matter areas has been seated. This number of representatives (current FHS President or designee [1], aquatic epidemiology/veterinary medicine [1], aquatic disease specialization/pathology [1], aquatic animal health inspection [1], and statistics/modeling [1]; totaling 5) will also be considered the quorum for conducting Committee business; Committee members are allowed to appoint proxies when they are unable to attend Committee meetings.

The Committee shall foster and promote the use of scientifically justifiable approaches for conducting inspections of aquatic animals. It shall be the responsibility of the Committee to compile and distribute all section(s) of the Fish Health Section's Blue Book, "Procedures for the Detection and Identification of Certain Fin Fish and Shellfish Pathogens", except the Laboratory Testing Procedures section and the QA/QA Model for Fish Health Labs section. The duties of the Committee shall include technical and editorial responsibilities related to format, review, and the determination of needs for appropriate additions or revisions to the Blue Book including organization and intended use of the Blue Book, guidance for determining the timing of sampling, sample sizes, sample pooling recommendations, and other Blue Book content other than the Laboratory Testing Procedures section and the QA/QA Model for Fish Health Labs section.

ARTICLE 8. Meetings and Voting

The Section shall convene at least one Section meeting annually, which shall include a general business meeting. Business meeting format is as described in the Section Procedural Manual.

Special meetings may be called by the President with approval of the Executive Committee.

A quorum is required for transaction of official business and shall be 15 Section members.

Business and voting may be conducted via mail or electronic media if approved by the Executive Committee.

Unless otherwise specified in these Bylaws or the Constitution of the Society, business shall be conducted according to the latest edition of Robert's Rules of Order.

Decisions at meetings are by simple majority of Active Members voting, except 2/3 majorities are required in special cases such as amending the Bylaws and suspending a Rule. Other less frequently used voting requirements are described in Robert's Rules of Order.

ARTICLE 9. Dues and Fees

Changes in the Section's fee structure must be approved by majority vote of the Executive Committee. The Executive Committee shall establish annual dues subject to approval of the members voting at the annual meeting.

ARTICLE 10. Amendments to the Bylaws, Rules and Procedures

a. The Bylaws are the defining document for the Section and take precedence over all other rules and procedures of the Section. The Bylaws cannot be suspended and cannot be changed without prior notice to members.

1. Amendments to these Bylaws may be brought to a vote of the membership by a petition signed by not less than ten percent of the members in good standing or after majority vote approval by the Executive Committee
2. The Executive Committee shall prepare and process a mail or electronic ballot regarding proposed Bylaws changes to circulate the proposed amendment(s) in writing. The membership at large must be given thirty days in which to return Bylaws ballots.
3. Amendments shall be adopted when a two-thirds (2/3) majority of members voting vote favorably on a proposal.



4. In accordance with the Society Constitution, all amendments shall be reviewed by the Society's Constitutional Consultant for conformity with the Constitution, Rules and Procedures of the Society. The Constitutional Consultant presents the adopted amendment to the Society ~~Governing Board~~ **Management Committee** for approval.
5. Amendments shall not become effective until the Section receives written notice of their approval ~~by the Governing Board~~ **from the Executive Director** of the Society.

b. Rules are the next highest level of documentation of Section operations. They are generally established to facilitate the conduct of Section business, and to describe duties and responsibilities of officers and committees. They may be suspended or amended as follows.

1. The Rules may be suspended during an Executive Committee meeting until the next annual or special Section meeting by a 2/3 majority of the Executive Committee
2. The Rules may be suspended for the duration of a meeting by a 2/3 majority of Active Members voting at an annual or special Section meeting.
3. The Rules may be amended by a simple majority of Active Members voting at an annual or special Section meeting.

c. Procedures are the lowest level of documentation of Section operations. They are generally established to provide continuity in the conduct of Section business. The Procedures may be suspended or amended by a simple majority vote of the Executive Committee

Attachment E –

American Fisheries Society Balance Sheet

	<u>6/30/2023</u>	<u>6/30/2022</u>	
	Actual	Actual	Variance
ASSETS			
Current Assets			
Cash and cash equivalents	\$160,529	\$795,484	(\$634,956)
Accounts receivable	389,412	47,763	341,649
BI, Inc. receivable	18,486	8,687	9,799
Inventory	166,961	181,743	(14,782)
Deposits on events	48,836	14,300	34,536
Prepaid expenses	(41,246)	63,005	(104,251)
Total Current Assets	742,978	1,110,982	(368,004)
Other Assets			
Investments	4,524,259	4,328,974	195,284
Property and equipment, Net	304,333	338,036	(33,704)
Total Other Assets	4,828,592	4,667,010	161,581
Total Assets	<u>\$5,571,570</u>	<u>\$5,777,992</u>	<u>(\$206,424)</u>
LIABILITIES AND NET ASSETS			
Current Liabilities			
Accounts payable	\$105,000	\$137,201	(\$32,201)
Accrued expenses	89,548	133,347	(43,799)
Accrued salary and benefits	117,076	166,021	(48,945)
Other current liabilities	298,567	364,242	(65,675)
Subunits dues payable	91,694	150,663	(58,969)
Subunits book profit sharing	10,079	14,838	(4,759)
Deferred revenues	243,276	336,979	(93,703)
Loan payable	38,000	95,000	(57,000)
Total Current Liabilities	993,240	1,398,291	(405,051)
Net Assets			
Net assets - Unrestricted	881,205	527,256	353,949
Net assets - Designated Obligated Reserve	936,154	375,137	561,017
Net assets Unrestricted and Designated	1,817,359	902,393	914,966
Net assets - donor restricted	2,207,510	3,580,810	(1,373,300)
Change in net assets - Current year	553,461	(103,500)	656,961
Total Net Assets	4,578,330	4,379,703	198,627
Total Liabilities and Net Assets	<u>\$5,571,570</u>	<u>\$5,777,994</u>	<u>(\$206,424)</u>

American Fisheries Society
Summary of All Units
For the Six Months Ending 6/30/2023

	Year to Date - Actual					Budget		2022 Annual
	2023	2022	2021	2020	Var \$	2023 BUDGET	vs YTD Actual	Actual
Revenue								
Administration	\$326,472	(\$974,581)	\$410,888	(\$290,746)	\$1,301,053	\$40,000	\$286,472	(\$810,708)
Web	4,560	6,110	6,310	4,560	(1,550)	0	4,560	6,290
Continuing Education	0	25	2,025	1,375	(25)	15,000	(15,000)	15,980
Certification	1,750	1,401	2,370	2,750	349	3,000	(1,250)	3,351
Other Education	0	0	0	0	0	0	0	30,000
Hutton	128,148	39,612	20,050	37,750	88,536	190,000	(61,852)	180,386
NFWF\BLM	10,000	0	0	0	10,000	0	10,000	0
USFS	0	0	12,000	0	0	0	0	0
NOAA	60,611	0	0	0	60,611	0	60,611	16,585
Multi State Grants	0	0	33,904	38,800	0	0	0	30,100
Grey Literature	0	0	0	0	0	0	0	46,555
Standard Sampling-Multi-State (Phase 2)	0	0	21,588	0	0	0	0	30,444
Blue Book	2,873	16,000	3,500	0	(13,127)	0	2,873	56,445
Web Tool	14,000	0	0	9,250	14,000	0	14,000	0
Web Agenda	0	71,136	5,700	0	(71,136)	0	0	71,136
Climate Change	0	45,420	0	0	(45,420)	0	0	111,870
Licensed Expansion	0	30,290	0	0	(30,290)	0	0	30,290
Piper Manual	6,319	0	0	0	6,319	0	6,319	7,217
Other Grants & Contracts	50	81	381,012	0	(30)	82,000	(81,950)	340,114
Annual Meeting	357,326	330,175	29,643	19,810	27,151	1,200,000	(842,674)	1,161,977
Latin America Meeting	93,218	0	0	0	93,218	0	93,218	0
JASM	(236)	1,551,106	0	0	(1,551,342)	0	(236)	1,475,369
Membership	467,371	439,589	489,083	505,054	27,782	583,000	(115,629)	466,094
Awards	1,060	0	1,351	3,672	1,060	0	1,060	1,026
Mem Other	13,990	7,988	4,063	10,594	6,003	10,000	3,990	14,369
Jobs	28,092	31,211	10,798	15,200	(3,119)	50,000	(21,908)	60,630
Policy	960	0	750	250	960	0	960	0
Advocacy	0	2,500	13,857	0	(2,500)	25,000	(25,000)	23,073
Books	47,877	7,314	27,283	70,179	40,563	13,000	34,877	30,552
Journals	646,940	588,124	589,288	574,950	58,815	1,220,000	(573,060)	1,177,227
Fisheries	0	0	20	0	0	0	0	0
Total Revenue	2,211,381	2,193,501	2,065,483	1,003,448	17,880	3,431,000	(1,219,619)	4,576,372
Expenses								
Administration	111,701	195,403	145,026	153,775	83,702	252,500	140,799	365,078
Staff Costs	902,184	992,443	985,023	1,046,397	90,259	1,808,000	905,816	1,901,601
Technology	26,783	25,419	22,330	23,036	(1,364)	45,000	18,217	46,978
Communication	1,031	510	1,669	1,482	(521)	(4,000)	(5,031)	1,508
Web	12,682	12,101	10,839	18,714	(580)	30,000	17,318	25,969
Development	95	2,465	0	0	2,370	0	(95)	3,034
Continuing Education	0	0	0	52	0	10,000	10,000	18,224
Rotenone	4,148	0	0	0	(4,148)	0	(4,148)	0
Certification	97	0	381	70	(97)	500	403	0
Other Education	0	0	0	0	0	0	0	2,162

American Fisheries Society
Summary of All Units
For the Six Months Ending 6/30/2023

	Year to Date - Actual					Budget		2022 Annual
	2023	2022	2021	2020	Var \$	2023 BUDGET	vs YTD Actual	Actual
Board	31,124	5,434	1,933	23,588	(25,690)	30,000	(1,124)	30,799
Hutton	25,666	51,379	23,806	19,051	25,713	133,000	107,334	170,360
NFWF/BLM	20,000	0	0	0	(20,000)	0	(20,000)	0
NOAA	15,000	6,000	12,000	0	(9,000)	0	(15,000)	13,500
Multi State Grants	1,455	0	21,588	42,400	(1,455)	0	(1,455)	0
Grey Literature	2,207	1,399	15,502	274	(808)	0	(2,207)	3,438
Blue Book	0	16,832	9,872	0	16,832	0	0	26,269
Web Tool	21,684	0	0	9,250	(21,684)	0	(21,684)	0
Web Agenda	0	35,625	5,700	0	35,625	0	0	35,625
Grey Literature 2	0	0	0	0	0	0	0	3,600
Climate Change	0	29,435	0	0	29,435	0	0	66,472
Licensed Expansion	0	30,290	0	0	30,290	0	0	60,390
Piper Manual	0	0	0	0	0	0	0	4,250
Cornell	0	0	0	(1,307)	0	0	0	0
Other Grants & Contracts	5,500	325	0	0	(5,175)	0	(5,500)	325
Annual Meeting	49,618	(16,750)	3,932	22,168	(66,369)	866,000	816,382	715,490
Other Meetings	0	0	0	0	0	0	0	1,014
Latin America Meeting	246,239	0	0	0	(246,239)	0	(246,239)	0
WCF World Council of Fisheries	0	0	0	1,464	0	5,000	5,000	0
JASM	0	806,153	0	0	806,153	0	0	1,252,304
Membership	60,398	98,798	55,755	95,140	38,399	115,000	54,602	150,155
Awards	284	20,240	439	14,128	19,956	0	(284)	10,996
Mem Other	0	600	736	589	600	1,000	1,000	2,301
Jobs	13,857	14,512	10,112	4,334	655	21,000	7,143	26,416
Units	0	0	0	69	0	0	0	0
Policy	22,761	2,450	2,735	3,058	(20,311)	5,000	(17,761)	8,939
Books	1,866	11,753	6,983	6,618	9,887	0	(1,866)	37,164
Journals	75,421	53,189	35,811	36,560	(22,232)	106,000	30,579	122,052
Fisheries	1,433	9,050	3,764	7,818	7,617	12,000	10,567	13,425
Other Publications	0	0	6,662	0	0	0	0	0
Total Expenses	1,653,234	2,405,055	1,382,598	1,528,728	751,820	3,436,000	1,782,766	5,119,838
Net Change from Operations	558,147	(211,554)	682,885	(525,280)	769,700	(5,000)	563,147	(543,466)
Non Operating (shown on a net basis)								
Restricted contributions	(4,696)	108,053	1,336	30,027	(112,749)	0	(4,696)	85,134
Total Non Operating	(4,696)	108,053	1,336	30,027	(112,749)	0	(4,696)	85,134
TOTAL NET CHANGE	553,451	(103,501)	684,221	(495,253)	656,951	(5,000)	558,451	(458,332)

Reconciliation of Operating Results	2023	2022	2021	2020
Beginning Net Change	558,147	(211,554)	682,885	(525,280)
Less: restricted / non-recurring activities				
Share Restricted invest. income	(29,957)	(23,438)	(20,774)	(30,465)
Share Restricted invest. (Gains)/Loss	(281,637)	705,645	(266,848)	235,586

American Fisheries Society
Summary of All Units
For the Six Months Ending 6/30/2023

	Year to Date - Actual				Budget		2022 Annual	
	2023	2022	2021	2020	Var \$	2023 BUDGET	vs YTD Actual	Actual
JASM Meeting net	0	(744,953)	0	0				
Latin Congress net	153,021	0	0	0				
Total Adjustments	(158,572)	(62,746)	(287,622)	205,122				
Adjusted Operating Net Change	399,575	(274,300)	395,263	(320,158)				

Schedule of Restricted and Unrestricted Net Assets

	June 2023	December 2022	Change
Donor Restricted			
Skinner Memorial Fund	\$458,719	\$428,680	\$30,039
Publications Endowment Fund	\$345,044	\$322,449	\$22,595
J. Francis Allen Scholarship Fund	\$307,201	\$287,085	\$20,117
Snieszko Endowment Fund	\$84,586	\$79,047	\$5,539
Sully Fund	\$11,197	\$10,464	\$733
CRS/International Fisheries Endow. Fd	\$368,159	\$344,050	\$24,109
Shelby Gerking Education Fund	\$102,163	\$95,473	\$6,690
World Council of Fisheries	\$2,922	\$2,731	\$191
Past president's Endowment Fund	\$62,552	\$58,456	\$4,096
Steve Berkeley Fellowship	\$413,915	\$386,810	\$27,105
Mote Scientific Foundation	\$44,682	\$41,756	\$2,926
Adelman Big	\$107,449	\$100,413	\$7,036
Total Donor Restricted	\$2,308,591	\$2,157,415	\$151,177
Designated and Unrestricted			
Obligated Reserve	\$689,753	\$936,154	-\$246,401
Unrestricted Net Assets	\$294,436	\$215,416	\$79,020
Hutton Fund	\$51,707	\$51,707	\$0
Total Designated / Unrestricted	\$1,035,896	\$1,203,276	-\$167,381
Unit Investments			
TN Chapter	\$14,539	\$13,587	\$952
North Central Division (NCD)	\$21,811	\$20,383	\$1,428
ICTALURID Tech Committee	\$22,245	\$20,788	\$1,457
Nebraska Chapter	\$7,415	\$6,929	\$486
MS Chapter	\$15,109	\$14,119	\$989
Wisconsin Chapter	\$35,431	\$33,111	\$2,320
IL Chapter	\$14,170	\$13,243	\$928
NY Chapter	\$14,174	\$13,245	\$928
MN Chapter	\$35,434	\$33,114	\$2,320
GA Chapter	\$28,347	\$26,491	\$1,856
MI Chapter	\$14,174	\$13,245	\$928
Education Section	\$28,347	\$26,491	\$1,856
Indiana Chapter	\$14,154	\$13,227	\$927
Paddlefish	\$0	\$0	\$0
Southern Division	\$12,396	\$11,584	\$812
Walleye Technical Committee	\$9,467	\$8,847	\$620
AL Chapter	\$10,958	\$10,241	\$718
Kansas Chapter	\$10,919	\$10,204	\$715
Invasive and Introduced Species Section	\$10,121	\$9,458	\$663
Total Unit Investment Liabilities	\$319,211	\$298,308	\$20,903
Grand Total Net Assets	\$3,663,698	\$3,658,999	\$4,699

Attachment F – Membership Report



MEMBERSHIP REPORT AS OF 9/14/23

Member Count					
Membership Type	Member Code	2023	2022	2023 vs. 2022	Percentage Difference
Regular Membership Dues	REGULAR	2,915	3,076	(161)	-5.23%
Retired Membership Dues	RETIRED	419	433	(14)	-3.23%
Early Career Membership Dues	YPROF	907	1,012	(105)	-10.38%
Student Membership Dues	STUDENT	1,340	1,357	(17)	-1.25%
Low Middle Income Countries Membership Dues	DEV	140	92	48	52.17%
Life*	LIFE2	761	771	(10)	-1.30%
Hutton Scholars	HUTT	-	39	(39)	-100.00%
INTL FISH for Paying Dues	INTLFISHDUES	22	10	12	120.00%
Skinner Fund for Paying Dues	SKINDUES	14	11	3	27.27%
TOTALS:		6,518	6,801	(283)	-4.16%

Orange highlight indicates a comparison column.

*Life Member counts can decrease as members become inactive, unreachable, or deceased, and therefore marked for deletion.

Member Count					
Membership Type	Member Code	2023	2021	2020	2019
Regular Membership Dues	REGULAR	2,915	3,156	3,368	3,526
Retired Membership Dues	RETIRED	419	430	474	447
Early Career Membership Dues	YPROF	907	933	1,018	1,016
Student Membership Dues	STUDENT	1,340	1,323	1,505	1,751
Low Middle Income Countries Membership Dues	DEV	140	78	98	101
Life	LIFE2	761	768	761	761
Hutton Scholars	HUTT	-	-	-	-
INTL FISH for Paying Dues	INTLFISHDUES	22	-	-	-
Skinner Fund for Paying Dues	SKINDUES	14	-	-	-
TOTALS:		6,518	6,688	7,224	7,602

Member Count					
Membership Type	Member Code	2023	2019	2023 vs. 2019	Percentage Difference
Regular Membership Dues	REGULAR	2,915	3,526	(611)	-17.33%
Retired Membership Dues	RETIRED	419	447	(28)	-6.26%
Early Career Membership Dues	YPROF	907	1,016	(109)	-10.73%
Student Membership Dues	STUDENT	1,340	1,751	(411)	-23.47%
Low Middle Income Countries Membership Dues	DEV	140	101	39	38.61%
Life	LIFE2	761	761	-	0.00%
Hutton Scholars	HUTT	-	-	-	-
INTL FISH for Paying Dues	INTLFISHDUES	22	-	22	-
Skinner Fund for Paying Dues	SKINDUES	14	-	14	-
TOTALS:		6,518	7,602	(1,084)	-14.26%

Dues Income					
Membership Type	Member Code	2023 Dues Income	2022 Dues Income	2023 vs. 2022 Dues Income	Percentage Difference
Regular Membership Dues	REGULAR	\$332,065.00	\$307,000.00	\$25,065.00	8.16%
Retired Membership Dues	RETIRED	\$22,910.00	\$21,500.00	\$1,410.00	6.56%
Early Career Membership Dues	YPROF	\$49,155.00	\$50,275.00	-\$1,120.00	-2.23%
Student Membership Dues	STUDENT	\$38,986.00	\$33,490.00	\$5,496.00	16.41%
Low Middle Income Countries Membership Dues	DEV	\$1,110.00	\$920.00	\$190.00	20.65%
Life	LIFE2			\$0.00	
Hutton Scholars	HUTT	\$0.00	\$0.00	\$0.00	-
INTL FISH for Paying Dues	INTLFISHDUES	-\$220.00	-\$100.00	-\$120.00	120.00%
Skinner Fund for Paying Dues	SKINDUES	-\$420.00	-\$260.00	-\$160.00	61.54%
TOTALS:		\$443,586.00	\$412,825.00	\$30,761.00	7.45%

Dues Income					
Membership Type	Member Code	2023 Dues Income	2021 Dues Income	2020 Dues Income	2019 Dues Income
Regular Membership Dues	REGULAR	\$332,065.00	\$314,020.00	\$319,105.00	\$333,885.00
Retired Membership Dues	RETIRED	\$22,910.00	\$21,400.00	\$23,450.00	\$22,040.00
Early Career Membership Dues	YPROF	\$49,155.00	\$46,400.00	\$50,450.00	\$50,680.00
Student Membership Dues	STUDENT	\$38,986.00	\$32,830.00	\$37,550.00	\$43,395.00
Low Middle Income Countries Membership Dues	DEV	\$1,110.00	\$780.00	\$960.00	\$1,035.00
Life	LIFE2				
Hutton Scholars	HUTT	\$0.00	\$0.00	\$0.00	\$0.00
INTL FISH for Paying Dues	INTLFISHDUES	-\$220.00	\$0.00	\$0.00	\$0.00
Skinner Fund for Paying Dues	SKINDUES	-\$420.00	\$0.00	\$0.00	\$0.00
TOTALS:		\$443,586.00	\$415,430.00	\$431,515.00	\$451,035.00

Dues Income					
Membership Type	Member Code	2023 Dues Income	2019 Dues Income	2023 vs. 2019 Dues Income	Percentage Difference
Regular Membership Dues	REGULAR	\$332,065.00	\$333,885.00	(1,820)	-0.55%
Retired Membership Dues	RETIRED	\$22,910.00	\$22,040.00	870	3.95%
Early Career Membership Dues	YPROF	\$49,155.00	\$50,680.00	(1,525)	-3.01%
Student Membership Dues	STUDENT	\$38,986.00	\$43,395.00	(4,409)	-10.16%
Low Middle Income Countries Membership Dues	DEV	\$1,110.00	\$1,035.00	75	7.25%
Life	LIFE2			\$0.00	
Hutton Scholars	HUTT	\$0.00	\$0.00	-	-
INTL FISH for Paying Dues	INTLFISHDUES	-\$220.00	\$0.00	(220)	-
Skinner Fund for Paying Dues	SKINDUES	-\$420.00	\$0.00	(420)	-
TOTALS:		\$443,586.00	\$451,035.00	(7,449)	-1.65%

MEMBERSHIP REPORT AS OF 9/14/23

Write-UP

As of 9/14/23 for years 2019 through 2023, here are some points:

- In terms of membership numbers, we have 283 fewer members than last year.
- Whereas the difference of 2023 to 2022 is only about 4%, we are down 14% compared to 2019 numbers.
- Dues income is up nearly \$31K, largely due to the dues increase, comparing this year to last year.

- Despite several dues increases since 2019, dues collected for 2023 are still lower than they were in 2019, but only by 1.65%.
- Member numbers are close to where we were at in 2021; our goal for 2024 should be to catch up to 2019 levels.

- In 2023, in addition to losing a lot of Regular members, we lost a significant number of Early Career members; we need to find ways to keep them engaged and prevent them from losing interest.

- The increase in Low-Middle Income Country members in 2023 can be attributed to many international student awards (from IFS) and free memberships afforded to special international non-profit groups.

Strategic Partnership Members

SPP Count					
Membership Type	Member Code	2023	2022	2023 vs. 2022	Percentage Difference
Gold Strategic Partner	GOLD	-	2	(2)	-100.00%
Silver Strategic Partner	SILVER	24	16	8	50.00%
Sustaining Partner	SUSTAIN	24	16	8	50.00%
TOTALS:		48	34	14	41.18%

SPP Count					
Membership Type	Member Code	2023	2021	2023 vs. 2021	Percentage Difference
Gold Strategic Partner	GOLD	-	1	(1)	-100.00%
Silver Strategic Partner	SILVER	24	39	(15)	-38.46%
Sustaining Partner	SUSTAIN	24	35	(11)	-31.43%
TOTALS:		48	75	(27)	-36.00%

SPP Income					
Membership Type	Member Code	2023	2022	2023 vs. 2022	Percentage Difference
Gold Strategic Partner	GOLD	\$0.00	\$7,200.00	-\$7,200.00	-100.00%
Silver Strategic Partner	SILVER	\$43,200.00	\$28,800.00	\$14,400.00	50.00%
Sustaining Partner	SUSTAIN	\$10,000.00	\$8,000.00	\$2,000.00	25.00%
TOTALS:		\$53,200.00	\$44,000.00	\$9,200.00	20.91%

SPP Income					
Membership Type	Member Code	2023	2021	2023 vs. 2021	Percentage Difference
Gold Strategic Partner	GOLD	\$0.00	\$3,600.00	-\$3,600.00	-100.00%
Silver Strategic Partner	SILVER	\$43,200.00	\$73,800.00	-\$30,600.00	-41.46%
Sustaining Partner	SUSTAIN	\$10,000.00	\$20,350.00	-\$10,350.00	-50.86%
TOTALS:		\$53,200.00	\$97,750.00	-\$44,550.00	-45.58%

Takeaways:

In terms of Strategic Partners, AFS did better in 2023 than in 2022, but we are still a long ways away from 2021 levels when the program was first launched. AFS needs to increase marketing efforts and visibility of the SPP to fisheries organizations. AFS also needs to clearly define the benefits and deliverables and a system for assuring that companies leverage these benefits to add value to their SPP memberships. 2023 SPP counts increased 41% and income increased 21% compared to 2022; but are down 36% and 46% respectively compared to 2021.

SPP's are a very good revenue source for AFS; this is an area where we need to invest time, energy and resources.