



# American Fisheries Society

October 2023

## Management Committee Minutes

### Key Motions and Tasks:

1. Work with CASS partnership to finalize MOU and present it to the AFS MC for review and adoption. (**Note:** This is still in review by CASS partners and will not be ready for discussion at the November MC meeting)
2. Publications Endowment Fund (PEF) – Authorized use of \$50,000 for contract with Clarke and Esposito to provide consulting services for publisher rebid effort and up to an additional \$10,000 for services as needed (e.g., legal review).
3. Publications Endowment Fund (PEF) – Authorized transfer of \$19,000 from PEF to the Obligated Reserve Fund.
4. Texas Chapter of the American Fisheries Society – Approved modification of bylaws.
5. Approve the bylaws and the establishment of a new AFS subunit at the University of Texas at San Antonio
6. Approve proposed bylaw changes of the Dakota Chapter of the American Fisheries Society
7. Approve name change from Fisheries Information and Technology Section to Data and Technology Section and update of bylaws. Note that this name change requires a modification of the AFS Rules based upon a membership vote.
8. Forward request for establishment of a “Best Paper” award for Fisheries magazine to the Publications Awards Committee.

## 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), Eric Fetherman, Dan Mosier, Doug Austen (Executive Director, non-voting)

Proxies (observing): Matt Wipf, Andrew Bade, Christian Waters

ELMA: Matt Wipf, Josephine Johnson

Guests: Steve Midway (Chair, Publications Oversight Committee)

AFS Staff: Dan Cassidy, Kelly Kotche, 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 Doug Austen (in lieu of Randy Schultz).  
Recognition of proxies: Tim Copeland (proxy for Julie Carter)
2. **Approval of Agenda**- Reviewed by Jennings. Minor changes noted by Austen. Motion to accept by Gary Whelan, 2<sup>nd</sup> by April Croxton. Approved by unanimous consent.
3. **Review of September 15, 2023, Management Committee minutes** – Approve minutes and review status of tasks identified at recent MC meetings. Motion for approval by April Croxton, 2<sup>nd</sup> by Gary Whelan. Approved by unanimous consent.
4. **Constitutional Consultant Report** - Randy Schultz

- a. **Motion:** CASS MOU – Modified to be information only with no motion requested. Brief the MC on recent updates but wait for requesting approval until a final MOU is drafted.

Background: The MOU was presented to the MC at the September meeting and reviewed by Austen. Since then, CASS has accepted the membership application of the Society for Canadian Aquatic Sciences (SCAS), making for the 10<sup>th</sup> member of CASS. Along with the other member societies, SCAS will be signing the MOU. It is recognized that this document will likely evolve as the CASS community evolves, but the current document is an important advancement from the current, relatively simplistic MOU that defines the organization. At the recent monthly meeting of CASS, additional modifications were approved, including dropping the requirement that the member society liaison be appointed for a 3-year term dropped. This is now left to the discretion of each member society, with 3 years being recommended. Further modifications are being explored on financial contributions with one option being a dues assessment of \$0.50/regular member (which would be about \$2,000/year for AFS). None of this is final and, depending upon CASS actions, this will be brought back to the Management Committee in November or December.

- b. **Motion:** Publication Special Committee – request for use of Publications Endowment Funds for contracting with consultant on re-bidding of the AFS journals publisher.

Background: The special committee was established by President April Croxton and announced at the AFS Governing Board meeting on August 20, 2023, in Grand Rapids (Attachments A1 and A2).

Discussion:

- i. A1 – Describes the establishment of the Special Committee on Journal Publications Contract Rebidding. This was established by April Croxton.
- ii. C2 – Summary on reviewing where we are now. Publications Retreat laid foundation and consultant is clearly needed. Five consultants reviewed and two

firms were reached out to. Clark and Esposito was selected with C3 proposal and worked with many groups.

- iii. The full proposal from Clark and Esposito (C&E) was reviewed and described by Austen (available upon request). This firm was selected based upon a review of five possible consultants with proposals solicited and reviewed from two. C&E is being requested to assist AFS in developing new journals publication contract that would be effective January 1, 2025. The C&E contract is for up to \$50,000 with possible additional costs if extra services are required. Austen reported that there are also options for cost reductions if less than full services are required. For example, if the Request for Proposals results in fewer submissions than expected, there will be opportunities for cost reduction in that component of the contract. It is also recommended that AFS work with an attorney for final contract review. To address possible additional costs, staff are requesting that another \$10,000 be approved for additional work as needed.

Motion – To authorize the Special Committee to Develop a New Publications Contract to utilize up to \$50,000 from the AFS Publications Endowment Fund (PEF), and additional funds up to \$10,000 if needed, to engage a consultant and attorney to fully complete the process of researching, developing an RFP and related documents, reviewing proposals, negotiating, and finalizing a contract for a publisher to fulfill AFS journal publishing needs effective 1/1/2025.

Moved by Gary Whelan; 2<sup>nd</sup> by Lynn Quattro – Passed by unanimous consensus.

- c. **Motion:** The FPPC moves that the Management Committee task AFS Deputy Director Daniel Cassidy with transferring \$19,000 from the Publications Endowment Fund to the Obligated Reserve in 2023 (Attachment C4)

Background: The proposed motion follows the Financial Planning and Procedures Committee's (FPPC) October 4 and October 18 meetings with AFS Deputy Director Daniel Cassidy. The motion proposes to transfer board designated net assets to the Obligated Reserve to meet the AFS goal of rebuilding the Obligated Reserve portion of the AFS investment account.

Discussion: Eric Fetherman asked about earlier approval by the Management Committee at the Spokane Annual Meeting for authorization to move \$60,000 in profit from the JASM conference to the Obligated Reserve. Due to budget and cash flow limitations, this was not moved. However, the situation has been clarified and this new request will not cause any financial issues. The current balance of the Publications Endowment Fund is approximately \$345,000.

Moved by Eric Fetherman; 2<sup>nd</sup> by Gary Whelan. Passed with unanimous consent.

- d. **Motion:** Revisions and updates to the bylaws of the Texas Chapter of the American Fisheries Society (Attachment D)

Background: These updates were reviewed and approved by Constitutional Consultant

Randy Schultz. Key updates are to separate and create as distinct the roles of Secretary and Treasurer that were previously a single position; and modify the requirement for a quorum of the Executive Committee to be three of the five members, reflecting the additional new member resulting from the separation of Secretary and Treasurer.

- e. **Motion:** Approve the bylaws and approve the establishment of a new AFS subunit at the University of Texas at San Antonio (Attachment E).

Background: These bylaws have been reviewed and approved by AFS Constitutional Consultant Randy Schultz.

Discussion:

- i. Four officers question from Eric F – Added a social media officer. Duties listed for all but social media officer.
- ii. Include Post-Docs too as potential members.
- iii. Much his/her terminology now and should be more general terminology.
- iv. Condition approval with social media officer duties, post doc opportunity, and his/her terminology –
- v. Suggested that all units review bylaws and look at inclusive language inclusion. Check on whether all would need to come back with these changes.

Motion by Eric Fetherman: 2<sup>nd</sup> by Heather Stewart with request that subunit address the description of duties of the social media officer, include post-docs in the bylaws, and review language to remove his/her terminology. Approved by unanimous consent.

- f. **Motion:** Approve proposed bylaw changes of the Dakota Chapter of the American Fisheries Society (Attachment F).

Background: The proposed bylaw changes were reviewed by the Constitutional Consultant and deemed consistent with the AFS Constitution and Rules. Notable changes:

**Article VIII - Voting and Quorum** Definition:

- a. *a quorum at any meeting for the transaction of official business shall be thirty percent (30%) of the entire membership **or 40 members, whichever number is lower.***

Discussion: Question was asked about the specific quorum number proposed for the bylaws and how it compares to any standard quorum. It was noted that there is no set number for quorum across the society and that it varies by unit. It was also recognized that the chapter needs to check on bylaws for mail-in ballots.

Motion – Moved to accept by Heather Stewart; 2<sup>nd</sup> by Gary Whelan. Approved by unanimous consent.

- g. **Motion:** Approve proposed bylaw changes of the Fisheries Information and Technology Section of the American Fisheries Society (Attachment G).

Background: The proposed bylaws were reviewed by the Constitutional Consultant and deemed consistent with the AFS Constitution and Rules. Notable changes:

- a. Name change from Fisheries Information and Technology Section to Data and Technology Section.
- b. Separate the Secretary-Treasurer position to a secretary position and a treasurer position, and define duties and terms.
- c. Definition of number of candidates to be nominated for open positions.
- d. Define duties of The Center for Fisheries Technology Standing Committee.

Discussion: It was noted that this also will require a change to the AFS Rules since that is where all Sections are established. This will require approval of the Governing Board and a vote of the society membership.

Motion by Miquel Garcia Bermudez; 2<sup>nd</sup> by Lynn Quattro. Approved by unanimous consent.

## 5. Officers Reports

### a. Cecil Jennings, President

- i. Officers Retreat set for November 27-29, 2024, in Bethesda, MD
- ii. Suggestion for the addition of the best paper award for fisheries (recommended by Paul Kusnierz). All of the other journals have an award for best paper, but Fisheries does not. Cecil will forward this to the Publications Awards Committee for further review.
- iii. Establishment of the Executive Director search committee in conjunction with April Croxton. Committee members include: Chair Dennis DeVries, Miguel Garcia Bermudez, April Croxton, Jessica Mistak, Troy Brant, Caleb Hasler, and Laura Hendee (representing AFS staff)
  1. Advisors to the committee will include John Boreman and Tom Bigford.
  2. General Timeline
    - a. Committee establishment and start – October 2023
    - b. Develop ED Position Description – November
    - c. Explore hiring an Executive Search firms – Jan/Feb
    - d. Search firm solicits interest – February 2024
    - e. Interviews – April to May
    - f. Goal is to complete the hire by August 1, 2024
- iv. Cecil was approached by the NED about the possibility of providing funds to NED (in part, due to lack of annual meeting). As the smallest division and one that has not hosted an annual meeting since a shared meeting with the Southern Division in Baltimore in 2021, they have a very limited fund base.
- v. Establishment of a 2025 strategic planning committee – 2025-2029. Cecil has approached members of the 2020-2024 Strategic Planning Committee to discuss approaches and interest in being involved in the new effort.

- vi. Establishment of Presidential Special Committees on ChatGPT (co-chaired by Melissa Wuellner and Jeffrey Jolley) and History and Archiving (chaired by Christine Moffitt). The History and Archiving committee will focus on AFS items at the Bethesda office as we move forward with the sale of the building.
- vii. Hawaii meeting planning – Working on developing a traditional ecological knowledge symposium

b. Miguel Garcia Bermudez, President Elect

- i. Continuing to work on outputs from the Latin American and Caribbean Fisheries Congress and possible future organizational options for Latin America
- ii. Has been involved work with member of the African Woman in Science mentoring opportunity that was developed as a result of interactions at the Grand Rapids AFS Annual meeting. This is a great opportunity to expand the involvement of AFS in assisting and supporting fisheries in developing countries.
- iii. Will be attending Gulf Coast and Caribbean Fisheries Institute meeting Nov 6-9.
- iv. SEAFWA meeting – Continuing work with many partners on at “Caribbean Community of Practice”. This has been an excellent group that addresses a wide variety of topics important to Caribbean communities. It was noted that Doug Austen was also at SEAFWA and met with SE fish chiefs and the SEAFWA agency directors. there to meet with fish chiefs and SE state directors.

c. Gary Whelan, 1<sup>st</sup> Vice President

Continuing to address Officer duties. Participate in the Membership Committee and Strategic Positioning Committee (SPC) Meetings. With the SPC, they are preparing to roll out a series of workshops for all AFS division, starting with the Southern Division. This will also include some short descriptive papers that will be used to share information about the strategic visioning process. Gary has also been in contact with Ohio folks to start discussions about the 2026 Columbus meeting.

d. Margaret Murphy, 2<sup>nd</sup> Vice President

- i. Attended the NED/AIC meeting in New Brunswick – Information on 2027 meeting gathered. Option in Canada being considered include Montreal, Halifax, Toronto, Ottawa, and Quebec City. AFS Meetings Director Shawn Johnston has been working on the meeting and he needs Canadian support and guidance. It was noted that Toronto and Ottawa are outside of the NED (they are in the NCD).
- ii. Heather Stewart noted that there are a number of people in Quebec City who would be interested in helping with a meeting in their city. These folks are not regular AFS members, but would get involved with a meeting if hosted in their city.

e. April Croxton, Immediate Past President

April is a member of the Journal Contract negotiations team which has bi-weekly meetings and additional work to develop the request for proposals from publishers. April provided a keynote speech to the Fishcast event in Canada. This is a graduate training program. April is also a member of the AFS Nominating Committee, but hasn't been able to make recent meetings due to work obligations and will be re-engaged with the next meeting of the committee.

## 6. Executive Director and Other AFS staff reports

- a. Program Review (PR) Development Process (Austen; Attachments H1, H2, and H3). A rather aggressive schedule for developing, reviewing, and finalizing the Program Reviews has been developed. This will include the relevant oversight committees, FPPC, and Governing Board liaisons. The Books and Hutton Programs reviewed in Grand Rapids are a good start and will be used as models for the remainder of the PR's.
- b. Professional Development Retreat – The Management Committee had previously authorized use of the Gerking Funds to provide support for this workshop. This workshop is being developed by the Professional Development Committee chair, Heidi Blasius, and Dr. Ben West, who also facilitated the two publications retreats. Dates are April 14-15, 2024, and it will be located at a hotel in Tysons Corner, with easy access from Dulles and National Airports. A Total of 20-25 attendees are anticipated and current confirmations include: Julie Carter, Margaret Murphy, ELMA, Steve McMullin, Kat Gilles-Rectro, Education Section and a few other Sections. The primary goal is to better coordinate training activities and develop approaches for reaching young professionals. Lynn Quattro discussed with Doug Austen at SEAFWA issues with state agency staff being ready for management positions. Lynn Quattro discussed the challenges that she is facing in South Carolina DNR with developing staff for advancement in the agency. This is a common challenge among state agencies. She noted that we're pretty good as technical/science training, but less so in the skills needed to be future leaders.
- c. Financial update (Dan Cassidy)
  - i. Brief financial update (for more details see Attachment I). Dan has been meeting with the Financial Planning and Procedures Committee for quarterly reviews and has also scheduled monthly short "check-ins" on updates of monthly report.
  - ii. Budget development timeline
    1. Investments are well positioned. Bond positioning good and ready.
    2. Draft budget will be ready by December (early draft) and January for a full budget approval.
    3. Will be vetted by Financial Planning and Procedures Committee
  - iii. Planning for January MC meeting and Obligated Reserve. This is established to allow for a full review of the previous year and anticipated budget for the upcoming year.
    1. 2024 Budget will be better with World Fisheries Congress but is uncertain until we start receiving more registration and sponsorship.
- d. Units Working Group – This is actually an extension of an earlier "Affiliates Work Group" that was active prior to covid. This explored the challenge of dealing with the high number of affiliate members and how to convert them to AFS members as well as explore chapter annual meeting management assistance. This new Units Working\_Group will include Division reps and others such as Section Presidents or others. The focus will be on several key issues such as AFS unit tax filing, insurance (e.g., liability and directors & officers insurance), reporting, strategic planning, branding, and other issues. This could also include

updating the Unit Leaders Manual and other work to better support AFS units.  
Dan Cassidy will be reaching out to Divisions and others to populate this working group.

## **7. Additional Topics and New Business**

- a.** MC meeting date confirmation
  - i.** November – 13<sup>th</sup> 2 PM
  - ii.** December 15, 2023 – Joint MC and GB call
  - iii.** 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

## **8. Adjournment**

# Attachment A1 –

## Establishment of Special Committee to Develop a New Publications Contract

Executive Director Douglas Austen and Publications Director Laura Hendee request that President April Croxton put forth a motion to proceed with the formation of a Special Committee charged with handling the Journals Program contract renewal process.

The existing contract with Wiley began January 1, 2018, and will expire December 31, 2024.

Since 2018, the publishing landscape has evolved rapidly. The Special Committee will

- Develop criteria for evaluating publishers and request proposals from key targets;
- Work with partner science societies to benefit from their experiences and lessons-learned from publishing contract efforts.
- Brief and seek guidance from the Governing Board and Financial Planning and Procedures Committee; and
- Special committee will brief AFS leadership on a regular basis regarding status of publishing contract progress.
- Final report will be to make a recommendation to the Management Committee regarding the future contract.

Committee membership is expected include:

Doug Austen, AFS Executive Director  
Laura Hendee, AFS Publications Director  
Stephen Midway, POC Chair  
Daniel Daugherty, Editor-in-Chief NAJFM  
Steve Cooke, Editor-in-Chief Fisheries  
April Croxton, AFS Past President

Additional staff support on financial aspects of the contract will be provided by Dan Cassidy.

# Attachment A2 –

## Request for Use of Publications Endowment Funds for Consultant in Support of Publisher Re-bidding

**To:** AFS Management Committee

**From:** Special Committee on Publisher Contract Re-bid.

Members: Steve Midway (Chair), Steve Cooke, Dan Daugherty, April Croxton, Laura Hendee, Doug Austen

**Date:** October 19, 2024

**Re:** Motion to approve use of Publications Endowment Funds

### **Motion:**

To authorize the Special Committee to Develop a New Publications Contract to utilize up to \$50,000 from the AFS Publications Endowment Fund (PEF), and additional funds up to \$10,000 if needed, to engage a consultant and attorney to fully complete the process of researching, developing an RFP and related documents, reviewing proposals, negotiating, and finalizing a contract for a publisher to fulfill AFS journal publishing needs effective 1/1/2025.

### **Background:**

As described in Attachment C1, a special committee was established by AFS President April Croxton to address the re-bidding of the AFS publisher contract. The committee has been meeting bi-weekly and compiling extensive information on the process and how to best address the challenges that AFS faces in a very dynamic and competitive publishing environment. Examples of some of the research and discussions include:

- Establishing and coordinating with CASS to host or co-host two extensive calls of all CASS members and publications leads to review and discuss the challenges being faced with publisher contracts, open access (OA), and related issues. This working group will continue to engage as we face new challenges and need to share additional information.
- Met with the Executive Directors in a joint call with TWS, Society of Range Management, Society of American Foresters, and AFS to discuss our collective challenges with publishing and to build upon experiences and challenges.
- Interviewed individually the ED's and, as appropriate, key staff from ASLO and the American Ornithological Society, both having recently rebid their respective publishing contracts.
- Contacted and exchanged emails with the ED of the Ecological Society of America (also publishes with Wiley) to learn about their process and any recommendations.
- Engaged in a virtual call with leadership of the Fisheries Society of the British Isles (Wiley as publisher) to learn about their challenges and council on the process.
- Interviewed Nick Lindsay, Director of Journals and Open Access, MIT Press. Mr. Lindsay was referred to AFS as a highly regarded expert source on OA and related topics.

As a result of all of these discussions and our own individual and collective conversations, it has become clear that the publishing environment has changed substantially since we last went through

the process of reviewing and rebidding our publishing contract in 2017. The move to Open Access creates an entirely new funding model that will likely substantially change the financial relationship with AFS. For example, our current contract with Wiley, as well as our previous contract with Taylor & Francis, included a substantial signing bonus of nearly \$1M. This is highly unlikely to be a part of a new contract. In addition, many publishers are moving from a subscription-based funding model to a fully OA model where authors, in essence, pay the full fees for publications. This is supplemented by many publishers building “Transformational Agreements” (TA) that are large-scale financial partnerships with governments (federal and state), university systems, or others, where a pool of funding is made available to authors to support OA fees. The publishing business model is changing in ways that creates major barriers for smaller publishers to break into these publishing agreements as well as disincentives for societies to change from one publisher to another. Given these expected changes to both publishing contracts and subsequent revenues, we recommend that a consultant be used to help AFS get the best possible contract, which is likely to impact both the AFS publications group and the larger Society for 5 or more years.

As a result, AFS explored five possible consultants that were recommended to us by the many partners that we have met with or interviewed as listed above. Of these, three were single-person firms specializing in one aspect of the relationship (e.g., only OA transition) or they otherwise seemed limited in their ability to address the full suite of AFS needs. The committee did interview and receive proposals from two full-service firms: KGL Consulting, which is part of a large, multifaceted corporation that also includes Allen Press, and Clarke & Esposito, a smaller 12-person shop that specializes in working with societies on publishing strategies and publisher agreements. The committee is recommending that AFS contract with Clarke & Esposito to provide the full suite of services to guide AFS through the publisher rebidding process. Clark & Esposito has already drafted a proposal for AFS, which includes, but is not limited to the following:

1. RFP Development
  - a. Development of RFP documentation and process definition
  - b. Publisher specifications
  - c. Aligning strategy and execution
  - d. RFP decision-making and governance
  - e. Publisher candidate pool selection
  - f. Coordination of NDA execution
2. RFP Management and Response Analysis
  - a. RFP issuance
  - b. RFP Q&A
  - c. Analysis of proposals
  - d. Clarification of proposal terms
  - e. Finalist determination
  - f. Finalist notification
3. Finalist Interviews and Continued Negotiation
  - a. Scheduling and facilitation of finalist interviews
  - b. Development of interview questions and agenda
  - c. Facilitation of iterative bidding
  - d. Facilitation of final decision process
  - e. Notifications to finalists

4. Contract Finalization (optional). Contract finalization is an optional service provided by C&E, which might include (at AFS's direction) the following:
  - a. Contract review and finalization
  - b. Coordination of contract finalization

### **Funding:**

Currently, the Publication Endowment Fund (PEF) is valued at about \$340,000. The PEF was designed for uses such as this that are in direct support of ensuring that AFS has a strong publication program. The Special Committee will work with the Financial Planning and Procedures Committee, AFS Deputy Director Dan Cassidy, and our investment broker to appropriately make funds available.

### **Financial and Contractual Review:**

The Special Committee will update the Management Committee monthly or as needed on progress in the development and review of RFP's and the final contract. The Committee will review financial aspects of RFP's with FPPC as well as the financial aspects of the final proposed contract with the FPPC. The final contract will be presented to the Management Committee for approval and authorization for signature by the Executive Director. It should be noted that the timeline for this entire process will be very aggressive and may necessitate special meetings of AFS committees to ensure that we are acting in an expedient yet thoughtful and informed manner.

# Attachment B –

**Date:** 18 October 2023

**To:** Cecil Jennings, *AFS President*

**Subject:** Amended Financial Planning and Procedures Committee motion

**From:** Troy Brandt, *Financial Planning and Procedures Committee Chair*

## **I. Context**

This amended motion follows the Financial Planning and Procedures Committee's (FPPC) 18 October 2023 meeting with AFS Deputy Director Daniel Cassidy and in response to Doug Austen's opposition to our prior motion. The motion proposes to transfer board designated net assets to the Obligated Reserve to meet the AFS goal of rebuilding the Obligated Reserve portion of the AFS investment account.

As stated on page 103 in the 2019 AFS Procedures:

“The obligated reserve is a component of the unrestricted funds within the investment fund. The goal for the obligated reserve is to increase the obligated reserve's value until it is equal to a one-year operating budget, which is based on the average operating budget over the preceding four years. The obligated reserve provides AFS with a financial buffer and serves as a source of stable investment income into the future. Because AFS has drawn down the unrestricted funds portion of the investment fund to support new and existing programs over the past five years, rebuilding the unrestricted funds to achieve the obligated reserve goal may take 5 years.”

Instead, in 2022, the AFS Management Committee reset that goal to one-half of the average of the four-year operating budget (annual budgets range from \$2-4 million/year). AFS' unrestricted investments have declined from \$3.5 million in 2014 to \$1 million today. Although the Management Committee has proposed to plan how to rebuild the Obligated Reserve (a component of its unrestricted assets), the FPPC would like to see a good-faith example of doing so, in addition to planning how to do so.

In 2021, the Management Committee authorized the transfer of funds from two Board restricted funds to the AFS unrestricted assets. Currently, there is about \$345,000 in the Publications Endowment Fund, which yielded 5.56% year to date, or \$19,182.

## **II. Motion**

The FPPC moves that the Management Committee task AFS Deputy Director Daniel Cassidy to transfer \$19,000 from the Publications Endowment Fund to the Obligated Reserve in 2023 as a good-faith gesture to rebuilding that Reserve.

# Attachment C –

## BYLAWS OF THE TEXAS CHAPTER OF THE AMERICAN FISHERIES SOCIETY

(~~Approved by AFS Management Committee 20 April~~  
~~2020 Proposed Changes 09/2023~~)

### **Article I. Name and Objectives**

1. The name of this organization shall be the Texas Chapter of the American Fisheries Society, hereinafter referred to as the Chapter and Society, respectively.
2. The objectives of the Chapter shall be those set forth in Article I.2 of the Society's Constitution and to encourage information exchange among members of the Society residing in, working in, or having a professional interest in the State of Texas.
3. All activities of the Chapter shall conform to the Society's Constitution, Rules, and Procedures.

### **Article II. Membership**

1. The membership of the Chapter shall be composed of those paying current dues to the Chapter and who have an interest in fish and aquatic ecosystems.
2. Members pay dues annually and their membership extends through the calendar year only for which dues are paid.
3. Only active members of the Society may vote, hold office, or chair a committee.

### **Article III. Officers**

1. The officers of the Chapter shall consist of a President, a President-Elect, a Past-President, ~~and~~ a Secretary, ~~and a~~ -Treasurer.
2. All officers must be members of the Society.
3. Officers shall be nominated by a Nominating Committee appointed by the President. The immediate Past-President shall serve a 1-year term on the Nominating Committee. Officers shall be elected by the majority of ballots cast and election methods shall be determined by the Executive Committee.
4. Terms of newly elected officers shall change at the Chapter's annual meeting.
5. The Chapter Officers, except for Secretary ~~and~~ -Treasurer, shall serve for a period of

one year in each office. The term for ~~the~~ Secretary- and Treasurer shall be two years. Secretary shall be elected every even year, and Treasurer shall be elected every odd year.

6. In the event of a vacated position, the Executive Committee shall appoint a qualified replacement to fill the unexpired term.
7. In the event of a cancellation of an annual meeting, the officers and the members of any committees shall continue to serve until the next scheduled Chapter meeting.

#### **Article IV. Duties of Officers**

1. The President shall:
  - a. Preside at all meetings,
  - b. Serve as the Chair of the Executive Committee,
  - c. Appoint all committees,
  - d. Make such appointments and perform other duties and functions as are authorized and necessary,
  - e. Coordinate the activities of the Chapter's standing and ad hoc committees and serve as liaison between such committees and the Executive Committee,
  - f. Represent the Chapter to the Southern Division of the Society and to the Society,
  - g. Conduct official correspondence for the Chapter and present reports of Chapter activities at the annual meeting; and
  - h. Assume the office of Past-President at the end of the term.
2. The President-Elect shall:
  - a. Serve as a member of the Executive Committee;
  - b. Plan and coordinate the program at the annual meeting;
  - c. Assume the duties of the President if the President is absent or unable to act; and
  - d. Advance to the office of the President at the end of the term.
3. The Secretary-~~Treasurer~~ shall;
  - a. Serve as a member of the Executive Committee;
  - b. Keep the official records of the Chapter, prepare official correspondence, and maintain a record of minutes for all Executive Committee meetings and the annual Chapter business meeting;
  - c. Work with the Treasurer to coordinate registration for the annual meeting and prepare meeting-related documents in collaboration with other officers and committee chairs; and
  - d. Certify results of officer elections facilitated by the Nominating Committee.;
4. The Treasurer shall:
  - a. Serve as a member of the Executive Committee;
  - ~~a.~~b. Keep the official financial records of the Chapter, collect and be custodian of any fees or assessments authorized by these bylaws or funds allotted to the Chapter by the Society;
  - c. Disburse funds only as authorized by either the membership or Executive Committee;

- ~~b.d.~~ Work with the Secretary to coordinate registration for the annual meeting;
- ~~e.c.~~ Submit, at the annual Chapter meeting, the year-end report for the previous fiscal year (equivalent to calendar year) and a comparison of budgeted versus actual income and expenditures for the current fiscal year; and
- ~~d.f.~~ Maintain a record of receipts and disbursements at the annual Chapter meeting, establish necessary banking arrangements and prepare and file necessary tax returns and other official documents necessary to keep the Chapter in good legal and financial standing, and maintain financial records for review by Society officers and staff as needed or requested.;
- ~~e.~~ Serve as a member of the Executive Committee; and
- ~~f.a.~~ Certify results of officer elections facilitated by the Nominating Committee.

4.5. The immediate Past-President shall:

- a. Serve as a member of the Executive Committee;
- b. Serve as a member of the Nominating Committee; and
- c. Assist the other officers as needed.

### **Article V. Executive Committee**

1. The Executive Committee of the Chapter shall consist of the elected officers, the President from each Student Subunit (currently Texas A&M, Texas Tech, Tarleton State, and Texas A&M Corpus Christi) if interest exists, and other members as appointed by the President. Those with voting privileges are the President, President-elect, Past-President, ~~and~~ Secretary, and -Treasurer. In the event of a tie, the President may choose to cast the deciding vote.
2. The Executive Committee is authorized to act for the Chapter between meetings and to perform appropriate duties and functions.
3. A quorum is required for transaction of official business at an Executive Committee meeting. A quorum for an Executive Committee meeting shall consist of three of the ~~five~~four elected Chapter officers. Executive Committee members can appoint a proxy. In order to vote, a proxy must be an active member of the Society.
4. Executive Committee meetings are called by the President as needed.
5. The Executive Committee may approve individual funding requests up to \$500 without a vote of the membership up to a maximum of \$2,500 each calendar year. For requests larger than \$500, the Executive Committee will conduct a preliminary review. Requests clearing the preliminary review will be distributed electronically to the membership for comment and then presented to the membership for final approval at the annual business meeting. All requests must be electronically submitted to the Chapter President for Executive Committee review, unless originating from the floor during the annual Chapter business meeting.

### **Article VI. Meetings and Voting**

1. The Chapter shall hold at least one meeting annually at a time and place designated by its

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

2. A quorum is required for transaction of official business. A quorum at any annual meeting shall be 20 active members.
  - a. Business and voting may be conducted via mail or electronic media if approved by the Executive Committee.
3. 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.
4. Decisions at meetings are by simple majority of Chapter members voting, except 2/3 majorities are required in special cases such as amending the Bylaws and suspending a Rule.

### **Article VII. Chapter Committees**

1. Committees and Chairs of committees, except those listed in Article V of these Bylaws, shall be appointed and charged by the President as may be necessary for the conduct of Chapter activities.
2. Standing Committees help the President and the Executive Committee conduct the Chapter's affairs, and the Chairs should report their committees' activities, findings, and recommendations at annual Chapter meetings and interim meetings of the Executive Committee.
3. The Chapter has the following Standing Committees:
  - a. Awards
    1. Solicit and evaluate nominations and select recipients for Outstanding Fisheries Worker of the Year in seven categories and for Special Recognition, and
    2. Evaluate and select the Outstanding Presentations and Posters for students and professionals at the annual Chapter meeting.
  - b. Continuing Education
    1. Plan and facilitate professional development opportunities for Chapter members, primarily through continuing education workshops held at Chapter annual meetings.
  - c. Editorial
    1. Produce the Annual Proceedings of the Texas Chapter.
  - d. Endowments
    1. Manage endowment funds supported by the Texas Chapter. Student Scholarship Endowment funds are to be disseminated for the sole purpose of awarding scholarships to Texas university students.
  - e. History
    1. Manage Chapter historical documents and photos for posterity.
  - f. Internet
    1. Update, maintain, and enhance Chapter web site to serve as an online repository of Chapter-related news and information.

- g. Issues
  - 1. Identify issues relating to aquatic resources, professional ethics, and the environment that are of importance to the mission of AFS and the Chapter.
  - 2. Develop and recommend resolutions for consideration by the Chapter membership.
- h. Membership
  - 1. Recruit new members and ensure continued membership of current members.
  - 2. Maintain all current and historical Chapter membership lists.
- i. Newsletter
  - 1. Publish a Chapter newsletter two times per year.
- j. Nominating
  - 1. Solicit recommendations for nominees for the Chapter officer elections.
  - 2. Conduct officer elections.
- k. Pond Management
  - 1. Promotes technically and environmentally sound management of small impoundments in the state.
  - 2. Facilitate discussion of small impoundment management issues.
  - 3. Revises, updates, and distributes general information and Committee publications on pond management.
- l. Publicity/Exhibits
  - 1. Solicit items as gifts to the Chapter to be used in auctions and raffles during the annual meeting fundraiser for scholarship awards.
  - 2. Facilitate exhibitor solicitation, set-up, and payment for Chapter annual meetings
  - 3. Disseminate information regarding Chapter business and activities to appropriate associations, the public, Chapter members, and the Society.
  - 4. Distributes appropriate news and information from the Society and the Texas Chapter to appropriate news media and press outlets.
- m. Scholarships
  - 1. Recognize academic and professional excellence among students enrolled in fisheries-related curricula at universities in Texas through the administration of the Chapter's student scholarship program.
- n. Student Outreach
  - 1. Increase membership and participation by students at Texas universities and keep students informed of Chapter news and functions.
  - 2. Help create opportunities for our future fisheries leaders to develop professionally.
  - 3. Ad Hoc Committees are created by the President to address topics that do not fall under the responsibilities of Standing Committees. Ad Hoc Committees exist for one year but may be reappointed for subsequent years by succeeding Presidents.

## **Article VIII. Dues and Fees**

- 1. The Executive Committee shall establish annual dues subject to approval of the members voting at the annual meeting.

2. The Executive Committee may assess registration fees for annual meetings.

### **Article IX. Bylaws and Procedures**

1. The Bylaws are the defining document for the Chapter and take precedence over all other rules and procedures of the Chapter. 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 Chapter 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, an adopted 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 Chapter receives written notice of their approval by the Management Committee from the Executive Director.
2. Procedures are the lowest of documentation of Chapter operations. They are generally established to facilitate the conduct of Chapter business, and to describe duties and responsibilities of officers and committees. They may be suspended or amended by a simple majority vote of the Executive Committee.

### **Article X. Dividends Prohibited**

1. No dividends shall be paid and no part of the income of the Chapter shall be distributed to its members although compensation in a reasonable amount may be paid to its members for personal services rendered as approved by the Executive Committee. Scholarship grants may be paid to student members as approved by the Scholarship Committee.
2. If the Chapter dissolves, its assets and records revert to the Society for disposal as set forth in Article V, 6(D) of the Society's Constitution.

# Attachment D –

## Bylaws of the University of Texas at San Antonio Subunit of the Texas Chapter of the American Fisheries Society

### Article I. Name and Objectives

1. The name of this organization shall be the University of Texas at San Antonio Subunit of the Texas Chapter of the American Fisheries Society, hereinafter referred to as the Subunit, Chapter, and Society, respectively.
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 student involvement in the Subunit, Texas Chapter, and Society; (b) support the exchange of regional fish conservation, ecology and fisheries objectives among students and subunit members; and (c) promote public outreach and local involvement with fish diversity, fisheries management and conservation education*
3. All activities of this Subunit shall conform to the Society's Constitution, Rules, and Procedures.

### Article II. Membership

1. The membership of the Subunit shall be composed of University of Texas at San Antonio students, faculty, and alumni who are active members of the Chapter.
2. 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, Secretary – Treasurer, and Social Media Officer.
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 casts and election methods shall be determined by the Executive Committee.
4. Terms of newly-elected officers shall change at the meeting closest in time to the Society's annual meeting.
5. The Subunit Officers shall serve for a period of one year in each office, and shall be ineligible for re-election 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 Texas 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 Student Involvement Committee; and
  - d. Shall assume the duties of the President in the event of his/her absence or inability to act.
  
3. The Secretary – 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 either the membership of 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 Texas 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 20% of the total 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.
3. The Subunit has established the following Standing Committees:
  - a. Executive Committee: The Executive Committee of the Subunit shall consist of elected officers and other members as appointed by the President.
    - i. The Executive Committee is authorized to act on behalf of the Subunit between meetings. This committee will also assist presidential tasks, or be delegated to complete tasks such as:
      1. Contacting potential sponsors, administrative American Fisheries Society members, University of Texas at San Antonio administration, and external event coordinators
      2. Assist in the coordination of events and monitor student involvement committee.
  - b. Nominating Committee: The Nominating Committee of the subunit shall consist of current and prospective officers, as appointed by the President. This committee will be responsible for the ballots and counts, along with organizing position nomination, for the subunit.
  - c. Student Involvement Committee: The Student Involvement Committee will oversee finding and coordinating events and increasing the amount of student involvement. These tasks may include:
    - i. Event planning and delegating appropriate tasks to members
    - ii. Tabling coordination to recruit new members and advocate for the Subunit
    - iii. Represent the Subunit during mandatory student organization meetings at The University of Texas at San Antonio

## Article VIII. Dues and Fees

1. The Executive Committee shall establish annual dues subject to approval of the members voting at the April meeting.
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 prior to Subunit vote. The Constitutional Consultant presents the adopted amendment to the Society's Management Committee for approval.
  - C. Amendments take effect when the Subunit receives written notice of their approval by the Society's Management Committee from the Society's Executive Director.

# Attachment E – Dakota Chapter Quorum Revision

Dakota Chapter Quorum Revision

*Article VIII - Voting and Quorum Decisions at meetings of the Chapter shall be in accordance with the Constitution of the Society. A quorum at any meeting for the transaction of official business shall be thirty percent (30%) of the entire membership **or 40 members, whichever number is lower.***

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

*Robert's Rules of Order shall govern in all applicable cases not covered in these Bylaws or Constitution and Rules of the Society.*

# Attachment F –

## **BYLAWS OF THE AMERICAN FISHERIES SOCIETY ~~FISHERIES INFORMATION DATA AND TECHNOLOGY SECTION~~**

Approved by Section membership January 26<sup>th</sup>, 2014

Approved by AFS Management Committee March 17, 2014

### **Article I. Name and Objectives**

1. The name of this organization shall be the ~~FISHERIES INFORMATION AND TECHNOLOGY SECTION~~ **DATA AND TECHNOLOGY SECTION**-, hereafter referred to as the Section, of the American Fisheries Society as provided for by the Constitution of the Society. In this context the Section will consist of all individuals interested in the use of advanced electronic digital equipment, software, and information management in fisheries.

2. The objectives of the Section are to:

- A. Develop and maintain an association of persons interested and involved in promoting an understanding of the interrelationship between information, electronic technology and fisheries;
- B. Provide an opportunity for exchange of data, information, techniques, and public domain software for electronic equipment;
- C. Provide a forum for fisheries scientists, fish culturists, management biologists, fisheries biometricians, administrators, educators, and other fisheries professionals to communicate with other electronic equipment users;
- D. Coordinate and develop programs to disseminate current information on the use of electronic and digital equipment in fisheries;
- E. Provide a source of consulting advice or names of qualified individuals who can provide information on the use, techniques, and available fisheries software;
- F. Promote consumer analysis of digital equipment, software, or related equipment for use in fisheries; and
- G. Develop and provide training in the use of electronic equipment and associated programming.

### **Article II. Membership**

1. Membership in the Section shall be composed of Society members in good standing who apply for membership after payment of annual dues.

2. Only Active Members of the Society may vote, hold office or chair a committee in the Section.

### **Article III. Officers**

1. The Officers of the Section shall be the President, President-Elect, Secretary, Treasurer, Immediate Past-President, Communications and Outreach Coordinator, Newsletter Editor, and Webmaster.
2. All officers must be members in good standing of the Society.
3. The Webmaster, Communications and Outreach Coordinator and Newsletter Editor shall be appointed by the President of the Section. All other officers will be elected.
4. Officers shall serve without salary or other compensation for their services. Expenses may be defrayed from funds available to the Section when authorized by the Executive Committee (see Article V).
5. Terms of Officers.
  - A. The Webmaster, Newsletter Editor and Communications and Outreach Coordinator will be appointed for two years. All other officers shall be elected for a term of two years, or until a successor is elected.
  - B. The President-Elect shall, upon completion of his/her term, accede to the Presidency.
  - C. Terms of newly elected officers shall begin at the Section's Business Meeting that is held in conjunction with the Society's Annual Meeting or, if the Section fails to hold a meeting, at the Society's Annual Business Meeting.
  - D. The President may not hold consecutive terms.
6. Candidates for office will be nominated by a nominating committee appointed by the Immediate Past-President. **Having at least two candidates for any open position is preferred, but nominees** ~~Nominees may run unopposed, except for the President-Elect.~~
7. Ballots will be tallied by the Secretary-Treasurer. Elections will be completed at least one week before the annual Section Business Meeting. Officers shall be elected by a majority of the returned ballots, and will be announced and installed at the annual meeting.
8. In the event of a vacated position, the Executive Committee shall appoint a qualified replacement for the unexpired term.
9. If the Section fails to hold a valid election, officers shall serve until a successor is duly selected in accordance with these Bylaws.

### **Article IV. Duties of Officers**

1. The President shall serve as chairperson of the Executive Committee and shall preside at the business meeting of the Section, appoint all committees and serve as a non-voting member of these committees, and make ad-hoc appointments to carry out the business of the Section. The President shall represent the Section, participate in Governing Board

meetings or appoint a proxy, and perform other duties and functions as authorized and necessary.

2. The President-Elect shall perform the duties of the President in the absence of the President and assume those duties in the event the office is vacated for any reason. The President-Elect shall serve as chairperson of the nominating committee. The President-Elect will ensure that Section Bylaws are not violated in the course of Section activities, and will act as chairperson of the Section Bylaws Committee.

3. The Secretary shall maintain a current list of section membership, an updated e-mail list, all written records and account information, and shall tally all election results. The Secretary shall assist the President with annual business meeting arrangements, establish quorum at all business meetings, record meeting minutes for all Executive Committee and annual business meetings, and coordinate past officer awards to present at business meetings. The Secretary shall also work with the Treasurer to draft a semi-annual report to the Executive Committee and an annual report to the Section membership, assist in drafting an annual business meeting summary to be distributed to the Section membership, and assist with the submission of any reports requested by the Governing Board of the Society.

4. The Treasurer shall receive all funds, pay all Section bills, keep an itemized account of all receipts and disbursements, and maintain electronic or written financial records for review by the Section or Society officers and staff as needed or required. This includes contacting the AFS bookstore each January to request a summary of software sales from the previous year, and invoicing the AFS bookstore for those sales. Net proceeds of the previous year's online software sales must be obtained from the AFS publications director. Once payment has been received, commissions to the software developers must be remitted according to the software distribution agreements. The Treasurer shall establish banking arrangements for the Section and prepare and file all tax returns or other official documents needed to keep the Section in good legal and financial standing. The Treasurer shall also assist the President with annual business meeting arrangements and work with the Secretary to draft a semi-annual report to the Executive Committee and an annual report to the Section membership

~~The Secretary Treasurer shall maintain a current list of the membership, receive all funds, pay all bills, keep an itemized account of all receipts and disbursements, maintain electronic or written financial records for review by Society officers and staff as needed or required, present a semiannual report to the Executive Committee and an annual report to the membership, and tally all election results. He/she shall establish banking arrangements and prepare and file tax returns and other official documents needed to keep the Section in good legal and financial standing. He/she shall submit a report to the Executive Director of the Society within 30 days after the annual meeting of the Section is held, and at other times as requested by the Governing Board of the Society.~~

4. 5. The Immediate Past-President shall appoint a nominating committee to select candidates to run for open officer positions and shall perform the duties of the President in the absence of the President and President-Elect. ~~He/she~~ The Immediate Past-President

shall assist the Newsletter Editor by soliciting and collecting newsletter items and assist the Communications and Outreach Coordinator in the development of an engaged membership.

~~5.~~ **6.** The Communications and Outreach Coordinator shall oversee and manage the communications and outreach to Section and Society members. ~~He/she~~ **The Communications and Outreach Coordinator** shall interact regularly with Section members, inform Society members as to the role of the Section in the Society, develop/monitor Section social media outlets such as Facebook, web blog, and web based inquiries. ~~He/she~~ **The Communications and Outreach Coordinator** shall coordinate with the Webmaster to ensure Section communications are consistent across all web-based outlets. The President may appoint additional Section members to assist with communication and outreach efforts.

~~6.~~ **7.** The Newsletter Editor shall serve as chief editor of the Section newsletter. The Newsletter Editor shall be in charge of producing the newsletter, soliciting and collecting newsletter items, and coordinating timely publication of the newsletter. At least one newsletter will be published per year.

~~7.~~ **8.** The Webmaster shall have responsibility for the configuration and operation of the Section website. Duties include maintenance of the Section's Web Pages, and coordinating any required upgrades.

#### **Article V. Executive Committee**

1. The Executive Committee shall consist of the President, President-Elect, Secretary-Treasurer, and Immediate Past-President of the Section.

2. The Executive Committee shall have the authority to determine policies and conduct business consistent with the objectives of the Section. These policies and objectives will be outlined in the Section's Procedures.

3. Meetings of the Executive Committee may be held at the call of the President when a majority of the committee members can meet and conduct business. Business and voting by the Executive Committee may be conducted by mail, teleconference or electronic communications.

4. A quorum is required for transaction of official business at an Executive Committee meeting. A quorum for an Executive Committee meeting shall consist of three of the four members. Executive Committee members can appoint a proxy. Each member of the Executive Committee shall have one vote. In the event of a tie, the President's vote shall be the deciding vote.

#### **Article VI. Committees**

1. Committees and Chairs of Committees, except as listed in ARTICLE V of these Bylaws, shall be appointed and charged by the President. Except for Standing

Committees, these 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 Section affairs, and the chairs shall report their committees' activities, findings, and recommendations at annual business meetings and interim meetings of the Executive Committee upon request. The Section has established the following Standing Committees:

~~A. The Software Review Committee shall provide timely reviews of fisheries information and technology related software products that are of interest to Section and Society members. These reviews will be posted in the Section's newsletter and website.~~

A. The Center for Fisheries Technology shall be maintained by a committee of members from the Section. All section members are eligible to serve on the Committee except for those who are employed in the private sector in order to avoid any conflict of interest in partner recruitment and retention, product listing and maintenance, and other committee functions. In addition, decisions regarding the Center for Fisheries Technology that pertain to partner eligibility and presentation on the Center, product presentation on the Center, and sharing of partner news or offerings shall be made by the Committee, rather than the Executive Committee of the Section. For any decision that requires input from the Executive Committee, any Executive Committee members with potential conflicts of interest will abstain from those decisions.

B. The Nominating Committee shall be appointed by the Immediate Past-President. Members shall include the President-elect as chairperson, the Immediate Past-President, the Secretary Treasurer, and may include two additional Members of the Section, with the exception of the President. The Committee shall identify candidates for each vacant office and present these names to the Secretary Treasurer for inclusion on the election ballot.

## **Article VII. Voting and Quorum**

1. Decisions at Section business meetings shall be in accordance with the Constitution of the Society. A quorum at business meetings shall be 10 members of the Section which may include members attending in person or participating via conference call or other electronic media.

2. Business and voting may be conducted via mail or electronic media if approved by the Executive Committee.
3. 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.
4. 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 VIII. Fees**

1. Any annual membership fee shall be determined by the Executive Committee and approved by the membership by ballot or at a regular business meeting. The Executive Committee may assess those attending a meeting of the Section a registration fee.

### **Article IX. Bylaws, Rules and Procedures**

1. 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.
  - 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, including in electronic form, to the membership at least 30 days prior to voting.
  - B. 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 for approval.
  - C. Amendments take effect when the Section receives written notice of their approval by the Governing Board from the Executive Director.
2. 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.
  - A. 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.
  - B. 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.

C. The Rules may be amended by a simple majority of Active Members voting at an annual or special Section meeting.

3. 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 G1 –

Program Area	Lead	Scope Definition	October	November	December/GB	January	February	March/GB	April	May	June/GB	July	August	September/GB
Communications	Beth	All Programs complete definition of their scope and activities that the PR will address. Also define areas not to be included in the PR						Begin PR						Final Presentation
Hutton	Lauren/Ashley				Final Presentation									
DEIJA	Ashley/Beth		Begin PR		Initial GB review			Final Presentation						
Development/Sponsorship	Jenna		Committee formation			Begin PR						Final Presentation		
Education/Professional Development (includes webinars)	Lauren								Begin PR					Final Presentation
Meetings	Shawn/Rachel		MOC reformation											
Operations (includes HR)	Dan					Begin PR								Final Presentation
Membership	Kelly/Mia		Begin PR		Initial GB review			Final Presentation						
Policy	Doug/Drue						Begin		Initial GB review			Final		
Journals	Laura/Caroline/Peter								Begin PR					Final Presentation
Books	Laura/Debby/Kurt				Final Presentation									
Governance and Unit Coordination/Services	Dan/Doug					Begin PR			Unit Activity Presentation to GB			Final Presentation		

# Attachment G2 -

Program Review Area	GB Member#1	GB Member#2	GB Member#3	Staff Lead Contact	Staff lead email	Relevant Committee	Committee Chair
Communications	Eric Fetherman	Garrett McKinney	Cecil Jennings	Beth Beard	<a href="mailto:bbeard@fisheries.org">bbeard@fisheries.org</a>	Communications	Julie Simpson
Hutton	Matthew Wipf	Carrie Pershyn	Emily Dean	Ashley Berniche/Lauren Maza	<a href="mailto:aberniche@fisheries.org">aberniche@fisheries.org</a>	Hutton	Kathy Guindon
DEJA	Jo Johnson	Emily Dean		Beth Beard/Ashely Berniche	<a href="mailto:bbeard@fisheries.org">bbeard@fisheries.org</a>	DEI	Nivette M. Pérez-Pérez
Development/Sponsorship				Jenna Hanks/Dan Cassidy	<a href="mailto:jhanks@fisheries.org">jhanks@fisheries.org</a>	Development	TBD
Education/Professional Development (includes webinars)	Sara Thomas	Patrick Cooney	Julie Carter	Lauren Maza	<a href="mailto:lmaza@fisheries.org">lmaza@fisheries.org</a>	Professional Development	Heidi Blazius
Meetings	Jess Baumann	Drew Holloway		Shawn Johnston/Rachel Bruce	<a href="mailto:sjohnston@fisheries.org">sjohnston@fisheries.org</a>	Meetings Oversight	TBD
HR	Margaret Murphy			Dan Cassidy	<a href="mailto:dcassidy@fisheries.org">dcassidy@fisheries.org</a>	none	
Membership	Jocelyn Runnebaum	Kyler Hecke		Kelly Kotche/Mia Ferguson	<a href="mailto:kkotche@fisheries.org">kkotche@fisheries.org</a>	Membership	Abigail Archer
Policy	Dan Mosier	Heather Stewart	Patrick O'Rouke	Doug Austen	<a href="mailto:dausten@fisheries.org">dausten@fisheries.org</a>	Resource Policy	Leanne Roulson
Journals	Dan Iserman	Garrett McKinney		Laura Hendee/Caroline Davis/Peter Turcik	<a href="mailto:lhendee@fisheries.org">lhendee@fisheries.org</a>	Publications	Steve Midway
Books	Jesse Trushenski	Garrett McKinney	Gary Whelan	Laura Henee/Debby Lehman/Kurt West	<a href="mailto:lhenee@fisheries.org">lhenee@fisheries.org</a>	Publications	Steve Midway
Governance and Unit Coordination/Services	Lynn Quattro	Jeff Kopaska		Dan Cassidy/Doug Austen	<a href="mailto:dcassidy@fisheries.org">dcassidy@fisheries.org</a>	Management Committee	Cecil Jennings
<b>Yellow boxes indicate open slots for GB members</b>							

# Attachment G3 – MC/GB 2023-2024

## Topic Discussion Schedule

Date	Event	Key Topic	Program Review Activity	Required Action or Additional Comments
September 15, 2023	MC			
October 20, 2023	MC			
November – Date TBD	MC	3 <sup>rd</sup> Q 2023 Financial Review		
November 28-29	Officer’s Retreat			
December 15, 2023	Joint MC-GB Winter call	Draft budget submission	1. Hutton - Final 2. DEIJA - Initial 3. Membership- Initial 4. Books - Final	
January 2024	MC	Budget finalization		Obligated Reserve fund allocation
February 2024	MC	2023 Year-end Financial Review		
March 2-3, 2024	Midyear GB		1. DEIJA- Final 2. Membership - Final 3. Policy - Initial 4. Governance - Initial 5. Development – Initial 6. Operations - Initial	
March 2024	MC*			
April 2024	MC			
May 2024	MC	1 <sup>st</sup> Q 2024 Financial Review		
June 2024	Spring/Summer GB		1. Development – Final 2. Operations – Final 3. Policy – Final 4. Governance – Final 5. Communications – Initial 6. Professional Development – Initial 7. Journals - Initial	

June 2024	MC*			
July 2024	MC			
August 2024	MC	2 <sup>nd</sup> Q 2024 Financial Review		
September 2024	Pre-Honolulu MC		<ol style="list-style-type: none"> <li>1. Communications – Final</li> <li>2. Professional Development – Final</li> <li>3. Journals - Final</li> </ol>	

\* Note: In months where both GB and MC meetings are scheduled, the President may determine if these meetings will be combined or if the MC meeting is to be cancelled due to necessary business being completed at the GB meeting.

# Attachment H – Financial Report



American Fisheries Society

425 Barlow Place  
Bethesda, MD 20814

301.897.8616

fisheries.org

## August 2023 Financial Reports Narrative as of September 21, 2023

### Financial Overview

Total assets stand at \$5,963,000 as of August 31 compared to \$5,661,000 at the start of 2023. Overall financial position declined by \$166,000 from last month and by \$133,000 year over year. AFS remains highly liquid and the ratio of cash + receivables + investment is 90% in 2023 and 2022 (recall 2022 includes the JASM2 industry meeting). Net Change was \$620,000 including \$212,000 of restricted fund net receipts and investment earnings and these results compare favorably with two of the past three years. Cash flow is projected at \$100,000 positive in September and \$200,000 positive through October. The Obligated Reserve ratio versus the 2023 Budget is 29% and bumps up to 40% when including unrestricted net assets.

### Financial Reporting Changes

The August financial reports have been modified as follows:

- A column for July 2023 Assets/Liabilities was added to Balance Sheet to show monthly changes
- For 2023 only, investment income, gains and expenses of \$237,000 has been allocated to Board Designated, Donor Restricted funds and Unit Investments. Thers a result, the Net Change from Operations line in the Operating Statement now reflects unrestricted program activities only. Previously, restricted net investment results were included in unrestricted activities.
- Financial results for the Grand Rapids Meeting are nearly complete. Meeting income has been recorded, pending confirmation of final sponsorships and exhibitor fees. Also, a \$401,000 accrual for meeting expenses was recorded reflecting facility labor, food/beverage, audio-visual and travel costs, many of which were paid in September. Nevertheless, it looks like the meeting's financial results will surpass the budget.

### Balance Sheet

Assets:

- Cash- it's not surprising the cash balance is lower in 2023 than last year, as some of the JASM2 meeting partner payouts occurring in the fall 2022. Still, AFS cash balance is strong with two fewer staff positions this year, tighter invoicing and receivable management and receipt of \$88,000 of ERC funds collected (out of \$340,000).
  - o Note, the IRS is suspending processing ERC payments due to fraudulent business practices and fingers crossed AFS's submission is not affected being that it was submitted in March 2023.
- Receivables- reflect the remaining balance of the ERC and Hutton support and meeting sponsorships.
- Prepaid expenses- a portion of these expenses pertain to the World Fisheries Congress and other charges pending coding.

Liabilities:

- Payables include the \$401,000 meetings accrual while other liabilities overall are lower than this point last year.

- Net assets are appropriately stated reflecting the restriction releases the MC approved in prior years and after cleaning up balances of certain.
- Unrestricted and Board Designated Net Asset total \$2,238,000 through August 2023 and represent 48% of total Net Assets.

### Operating Results:

Reconciliation of Operating Results by removing unique meetings, PPP government support and restricted portion of investment activities (in 2022 and prior):

	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>
Beg. Operating Net Change	407,441	31,718	789,108	(278,663)
Removing Latin, JASM2, PPP	146,733	(594,649)	(381,012)	0
Restricted Invest. (Gain)/Loss	0	593,721	(365,088)	24,624
<b>Adj. Operating Net Change</b>	<b>\$554,174</b>	<b>\$30,790</b>	<b>\$43,008</b>	<b>(\$254,039)</b>

### Income notes:

- AFS is reporting \$199,000 of income and \$771,000 of expenses in August 2023. About \$11,000 of income is publisher royalty amortization (noncash) and \$401,000 of expenses are meetings accruals, as noted above.
- Investment income is showing a net loss this month but is a positive year to date.
- Federal agency contracts reflect support for advocacy and similar projects.
- The two remaining and most active Multi-state conservation grants are the Piper Manual and Calcified digital.
  - o There is a \$50,000 cost associated with this project paid in July and needs to be reclassified to expense.
- Membership dues is higher this year reflecting the 15% dues increase but member counts are lower by 4% this year and 14% since 2019.
  - o The governing board received a briefing on the member / nonmember survey results and recommendations before the Grand Rapids meeting.
- Membership other income is both general contributions and miscellaneous product sales and contributions this year are at the highest level since 2020.
- Books sales are stronger reflecting several new titles and journals income has annual fee increases built into the publishers contract.
  - o Of note, 2022 publishers' sales income fell by 6% to \$1.32 million and didn't exceed the revenue share ratio, for the third year in a row, thereby precluding additional revenue to AFS. The last revenue share above the guaranteed royalty was \$34,000 in 2019.
  - o The Wiley publisher's agreement expires in December 2024 and AFS has formed a work group to explore publishing options. With publishing moving to more open access and the trend in fewer licensing subscriptions, AFS should expect changes in the publishing contract model whereby it traditionally received a ~\$1.0 million royalty advance and over \$900,000 of annual income from subscription and non-subscription fees.

### Expense notes:

- Administration costs are lower in 2023 even with \$12,000 of interest expense from the bank credit line mainly because our cost share of building utilities/operating costs were suspended by the Condo board while pursuing listing the Glascock Building for sale/lease.
  - o The condo/building sales listing process remains stalled as Glascock and its attorney and broker continue negotiations with the surrounding HOA over county rezoning requirements.
- Staff costs are lower from two vacant positions: policy director and meetings manager.

- Technology is ahead of last year after contracting for support moving to Microsoft Office as the primary software productivity system.
- Board is tracking higher than last year with two in-person meetings.
- The 2023 Hutton program is complete and there are a handful of student stipends payments issued in September to complete this year's cohort.
- Membership expenses are on par with last year and comprise mainly of technical support.
- Policy expenses are higher reflecting issues briefs and science communication workshops funded through NOAA and BLM.
- Journals expenses are higher than prior years reflecting the editors retreat held in March 2023.

**American Fisheries Society  
Balance Sheet**

	8/31/2023	8/31/2022	Year - Year	7/31/2023	Month - Month
	Actual	Actual	Variance	Actual	Variance
<b>ASSETS</b>					
<b>Current Assets</b>					
Cash and cash equivalents	\$508,228	\$887,176	(\$378,947)	\$635,022	(\$126,794)
Accounts receivable	434,877	32,662	402,215	360,528	\$74,349
BI, Inc. receivable	36,061	15,206	20,855	33,181	\$2,880
Inventory	163,877	199,526	(35,649)	165,477	(\$1,600)
Prepaid expenses	58,935	64,002	(5,067)	58,272	\$663
<b>Total Current Assets</b>	<b>1,201,978</b>	<b>1,198,572</b>	<b>3,407</b>	<b>1,252,480</b>	<b>(\$50,502)</b>
<b>Other Assets</b>					
Investments	4,443,959	4,549,970	(106,011)	4,556,241	(\$112,282)
Deposits on events	2,000	11,800	(9,800)	2,000	\$0
Property and equipment, Net	314,321	334,493	(20,172)	317,489	(\$3,168)
<b>Total Other Assets</b>	<b>4,760,280</b>	<b>4,896,263</b>	<b>(135,982)</b>	<b>4,875,730</b>	<b>(\$115,450)</b>
<b>Total Assets</b>	<b>\$5,962,258</b>	<b>\$6,094,835</b>	<b>(\$132,575)</b>	<b>\$6,128,210</b>	<b>(\$165,952)</b>
<b>LIABILITIES AND NET ASSETS</b>					
<b>Current Liabilities</b>					
Accounts payable	\$494,826	\$332,604	\$162,222	\$73,762	\$421,064
Accrued expenses	18,285	1	18,284	(929)	\$19,214
Accrued salary and benefits	117,175	168,908	(51,733)	117,100	\$75
Subunits investments payable	319,211	358,082	(38,871)	319,211	\$0
Chapter and Section dues payable	52,903	128,952	(76,049)	52,124	\$779
Chapter and Section book profit sharing	10,079	14,838	(4,759)	10,079	\$0
Deferred revenues	305,093	470,252	(165,159)	341,196	(\$36,103)
<b>Total Current Liabilities</b>	<b>1,317,572</b>	<b>1,473,637</b>	<b>(156,065)</b>	<b>912,543</b>	<b>\$405,029</b>
<b>Net Assets</b>					
Net assets - Unrestricted	881,326	681,910	199,416	881,326	\$0
Net assets - Board Designated	936,154	375,137	561,016	936,154	\$0
Net assets - Donor Restricted	2,207,390	3,426,155	(1,218,765)	2,207,390	\$0
<b>Total Net Assets Beginning Year</b>	<b>4,024,870</b>	<b>4,483,202</b>	<b>(458,334)</b>	<b>4,024,870</b>	<b>\$0</b>
Change in Net Assets- Unrestricted	354,911	122,606	232,305	923,294	(\$568,383)
Change in Net Assets- Board Designated	65,599	0	65,599	65,599	\$0
Change in Net Assets- Donor Restricted	199,306	15,389	183,917	201,904	(\$2,598)
<b>Total Net Assets</b>	<b>4,644,686</b>	<b>4,621,197</b>	<b>23,489</b>	<b>5,215,667</b>	<b>(\$570,981)</b>
<b>Total Liabilities and Net Assets</b>	<b>\$5,962,258</b>	<b>\$6,094,834</b>	<b>(\$132,576)</b>	<b>\$6,128,210</b>	<b>(\$165,952)</b>

**American Fisheries Society  
Summary of All Units**

	For the Eight Months Ending 8/31/2023							Budget		2022 Annual	
	2023	2022	Var \$	2023	2022	2021	2020	Var \$	2023 BGT vs YTD Actual	Actual	
<b>Revenue</b>											
Investment Income	(\$97,484)	(\$130,312)	\$32,828	\$98,074	(\$848,173)	\$521,554	(\$35,177)	\$946,247	\$40,000	\$58,074	(\$810,708)
Web	240	(300)	540	4,800	5,810	7,810	4,560	(1,010)	0	4,800	6,290
Continuing Education	0	0	0	0	25	2,100	4,150	(25)	15,000	(15,000)	15,980
Certification	1,000	0	1,000	2,900	1,951	2,370	3,550	949	3,000	(100)	3,351
Other Education	0	0	0	0	0	0	0	0	0	0	30,000
Hutton	42,600	5,201	37,399	182,485	49,941	129,310	37,750	132,544	190,000	(7,515)	180,386
NFWF/BLM	0	0	0	10,000	0	0	0	10,000	0	10,000	0
USFS	25,000	0	25,000	25,000	0	12,000	0	25,000	0	25,000	0
NOAA	0	0	0	60,611	0	0	0	60,611	0	60,611	16,585
Multi State Grants	0	30,100	(30,100)	0	30,100	33,904	38,800	(30,100)	0	0	30,100
Grey Literature	0	0	0	0	0	0	0	0	0	0	46,555
Standard Sampling-Multi-State (Phase 2)	0	0	0	0	0	43,177	0	0	0	0	30,444
Blue Book	0	0	0	2,873	16,000	3,500	0	(13,127)	0	2,873	56,445
Web Tool	0	0	0	21,000	0	0	9,250	21,000	0	21,000	0
Web Agenda	0	0	0	0	71,136	5,700	0	(71,136)	0	0	71,136
Climate Change	0	0	0	0	45,420	0	0	(45,420)	0	0	111,870
Licensed Expansion	0	0	0	0	30,290	0	0	(30,290)	0	0	30,290
Piper Manual	0	0	0	6,319	0	0	0	6,319	0	6,319	7,217
Calcified Digital grant	30,994	0	30,994	80,884	0	0	0	80,884	0	80,884	0
Other Grants & Contracts	0	0	0	50	81	381,012	0	(30)	82,000	(81,950)	340,114
Annual Meeting	130,523	199,868	(69,345)	964,119	1,082,631	79,986	144,112	(118,512)	1,200,000	(235,881)	1,161,977
Latin America Meeting	313	0	313	103,346	0	0	0	103,346	0	103,346	0
JASM	0	7,498	(7,498)	6,394	1,455,525	0	0	(1,449,131)	0	6,394	1,475,369
Membership	9,425	5,195	4,230	491,291	460,669	522,497	523,946	30,622	583,000	(91,709)	466,094
Awards	0	25	(25)	1,085	25	1,351	3,672	1,060	0	1,085	1,026
Mem Other	150	500	(350)	14,740	8,488	6,234	11,410	6,253	10,000	4,740	14,369
Jobs	0	4,051	(4,051)	31,322	37,890	20,593	16,950	(6,568)	50,000	(18,678)	60,630
Policy	0	0	0	4,210	0	750	250	4,210	0	4,210	0
Advocacy	0	0	0	0	2,500	13,857	0	(2,500)	25,000	(25,000)	23,073
Books	12,751	2,874	9,877	86,893	23,605	49,408	104,300	63,288	13,000	73,893	30,552
Journals	43,895	10,714	33,181	938,396	837,028	864,205	841,727	101,367	1,220,000	(281,604)	1,177,227
Fisheries	0	0	0	0	0	20	0	0	0	0	0
<b>Total Revenue</b>	<b>199,407</b>	<b>135,414</b>	<b>63,993</b>	<b>3,136,792</b>	<b>3,310,942</b>	<b>2,701,338</b>	<b>1,709,250</b>	<b>(174,149)</b>	<b>3,431,000</b>	<b>(294,207)</b>	<b>4,576,372</b>
<b>Expenses</b>											
Administration	45,191	43,557	(1,633)	162,504	281,787	185,222	210,495	119,284	252,500	89,996	365,340
Staff Costs	146,137	163,089	16,952	1,195,206	1,311,051	1,310,645	1,336,964	115,845	1,808,000	612,794	1,901,601
Technology	6,197	3,667	(2,530)	36,713	32,145	30,313	29,470	(4,568)	45,000	8,287	46,978
Communication	0	0	0	1,262	1,508	814	1,632	246	(4,000)	(5,262)	1,508
Web	1,387	2,224	837	16,267	17,093	16,522	24,836	827	30,000	13,733	25,969
Development	0	569	569	95	3,034	0	0	2,939	0	(95)	3,034
Continuing Education	1,423	1,000	(423)	1,423	1,000	0	52	(423)	10,000	8,577	18,224
Rotenone	0	0	0	4,148	0	0	0	(4,148)	0	(4,148)	0
Certification	0	0	0	134	0	381	83	(134)	500	366	0
Other Education	0	0	0	0	0	0	0	0	0	0	2,162

**American Fisheries Society  
Summary of All Units**

	August - Actual			Year to Date - Actual				Budget		2022 Annual	
	2023	2022	Var \$	2023	2022	2021	2020	Var \$	2023 BGT	vs YTD Actual	Actual
Board	2,976	5,352	2,376	35,012	10,786	3,284	23,608	(24,226)	30,000	(5,012)	30,799
Hutton	49,107	49,541	434	154,486	157,043	94,763	51,792	2,557	133,000	(21,486)	170,360
NFWF/BLM	0	0	0	29,000	0	0	0	(29,000)	0	(29,000)	0
USFS	0	0	0	9,000	0	0	0	(9,000)	0	(9,000)	0
NOAA	0	0	0	15,000	6,000	12,000	0	(9,000)	0	(15,000)	13,500
Multi State Grants	0	0	0	1,455	0	45,366	71,050	(1,455)	0	(1,455)	0
Grey Literature	499	274	(225)	2,931	1,947	19,650	822	(984)	0	(2,931)	3,438
Blue Book	0	3,063	3,063	0	19,894	9,872	0	19,894	0	0	26,269
Web Tool	0	0	0	21,684	0	0	9,250	(21,684)	0	(21,684)	0
Web Agenda	0	0	0	0	35,625	5,700	0	35,625	0	0	35,625
Grey Literature 2	0	0	0	0	0	0	0	0	0	0	3,600
Climate Change	0	(1,776)	(1,776)	0	42,659	0	0	42,659	0	0	66,472
Licensed Expansion	0	0	0	0	60,390	0	0	60,390	0	0	60,390
Piper Manual	0	0	0	0	0	0	0	0	0	0	4,250
Calcified Digital grant	30,993	0	(30,993)	30,993	0	0	0	(30,993)	0	(30,993)	0
Cornell	0	0	0	0	0	0	(1,307)	0	0	0	0
Other Grants & Contracts	0	0	0	5,500	325	0	0	(5,175)	0	(5,500)	325
Annual Meeting	469,384	236,813	(232,570)	543,648	260,998	4,813	38,959	(282,650)	866,000	322,352	715,490
Other Meetings	0	740	740	0	740	0	0	740	0	0	1,014
Other Meetings	647	0	(647)	250,079	0	0	0	(250,079)	0	(250,079)	0
WCF World Council of Fisheries	0	0	0	0	0	1,033	1,464	0	5,000	5,000	0
JASM	0	44,037	44,037	0	860,876	0	0	860,876	0	0	1,252,304
Membership	659	(1,575)	(2,234)	61,572	62,581	79,833	100,770	1,010	115,000	53,428	150,155
Awards	1,189	(8,367)	(9,556)	2,069	10,027	1,277	14,966	7,958	0	(2,069)	10,996
Mem Other	0	0	0	29	600	748	616	571	1,000	971	2,301
Jobs	525	735	210	18,507	16,066	15,185	6,633	(2,441)	21,000	2,493	26,416
Units	0	0	0	0	0	0	69	0	0	0	0
Policy	5,000	923	(4,078)	32,761	4,939	2,735	3,058	(27,822)	5,000	(27,761)	8,939
Books	396	1,332	936	3,766	13,502	7,750	11,843	9,736	0	(3,766)	37,164
Journals	9,353	2,494	(6,860)	92,574	57,558	50,148	42,970	(35,016)	106,000	13,426	122,052
Fisheries	0	0	0	1,533	9,050	7,514	7,818	7,517	12,000	10,467	13,425
Other Publications	0	0	0	0	0	6,662	0	0	0	0	0
<b>Total Expenses</b>	<b>771,063</b>	<b>547,692</b>	<b>(223,371)</b>	<b>2,729,351</b>	<b>3,279,224</b>	<b>1,912,230</b>	<b>1,987,913</b>	<b>549,875</b>	<b>3,436,000</b>	<b>706,650</b>	<b>5,120,100</b>
<b>Net Change from Operations</b>	<b>(571,656)</b>	<b>(412,278)</b>	<b>(159,377)</b>	<b>407,441</b>	<b>31,718</b>	<b>789,108</b>	<b>(278,663)</b>	<b>375,726</b>	<b>(5,000)</b>	<b>412,443</b>	<b>(543,728)</b>
<b>Non Operating (shown on a net basis)</b>											
Restricted contributions	675	574	101	212,373	106,277	2,506	29,518	106,096	0	212,373	85,134
Total Non Operating	675	574	101	212,373	106,277	2,506	29,518	106,096	0	212,373	85,134
<b>TOTAL NET CHANGE</b>	<b>(570,981)</b>	<b>(411,704)</b>	<b>(159,276)</b>	<b>619,814</b>	<b>137,995</b>	<b>791,614</b>	<b>(249,145)</b>	<b>481,822</b>	<b>(5,000)</b>	<b>624,816</b>	<b>(458,594)</b>
				2023	2022	2021	2020				
Beg. Operating Net Change				407,441	31,718	789,108	(278,663)				
Removing Latin and JASM2				146,733	(594,649)	(381,012)	0				
Restricted Portion Invest. Income				0	593,721	(365,088)	24,624				
<b>Adj. Operating Net Change</b>				<b>554,174</b>	<b>30,790</b>	<b>43,008</b>	<b>(254,039)</b>				