

CFFU BOARD OF DIRECTORS MEETING

Monday January 6, 2014

Final Minutes

Board Members present – do we have a quorum?

Attendance: Board members: Bob Effa, John Coldiron, Laurie Banks, Bob Larne, Chris Weiland, Jim Berdan, Enea Antonicelli, Bill Felts, Richard Wilson, Bill Montalvo, Ken Giesser and Carl Lang.

General members: Beth Ison, Phoebe Larne, Ken Davis, Meloney Welborn, Larry Coulter and Buff Hendrickson.

Currently we have 12 Board Members which means seven are needed for a quorum. 12 members were present, making the majority vote seven. All voting shown below was unanimous unless otherwise noted.

Board Members absent with excuse: None

Board Members absent without excuse: None

1. Call to order and adopt agenda - 6:30 pm

2. Approve Minutes - Chris Weiland- Accepted rather than adopted minutes because most of the current board members were not at the December 2013 meeting

3. Treasurer's Report - Jim Berdan

a. Status of Treasury

- Jim gave a summary of the state of the treasury. Previously, he had sent out by email the draft of the Treasure's report to all the board members for review.

4. President's Report - Bob Effa

a. Principles and procedures of this board

- Bob Effa talked about the procedures he would follow during our board meetings and the responsibilities of board members.
- We should 'reply to all' when responding to emails and agenda items.

b. What non-profit status means for CFFU - Bob Larne

- Bob reported on the history of CFFU becoming a non-profit in 1982 and what the specific propose of our club is. He noted that the club is doing a good job fulfilling its purpose.

c. Adopt draft budget as tentative working budget

- Motion 010614a by Bob Effa: Adopt the draft budget, subject to further review and amendment by this board. Bill Felts seconded the motion. Adopted with unanimous vote
See Attachment A

d. Appoint Budget Review Committee

- Motion 010614b by Bob Effa: Appoint a budget review committee comprised of Bob Larne, chair; Laurie Banks and Bill Montalvo. The purpose of this committee shall be to work with Treasurer Jim Berdan to review his draft budget for 2014 and submit a final budget proposal to the board for the board's consideration and adoption. This review and proposal should be completed for the February 2014 board meeting if possible. Laurie Banks seconded the motion. Adopted with unanimous vote.

e. Appoint Audit Committee

- Motion 010614c by Bob Effa: Appoint an audit committee comprised of Bob Larne, chair; Bill Jeffrey, Jim Kelley and Rob Scafe. The purpose of the audit committee is to

review the financial records of CFFU and present a final report to the board at the April board meeting in accordance with the bylaws. Bill Montalvo seconded the motion. Adopted with unanimous vote.

f. Board approval of candidate for Public Affairs Director

- Motion 010614d by Bob Effa: Approve Ken Davis as Public Affairs Director, subject to ratification of the CFFU membership at the next general membership meeting. Enea Antonicelli seconded the motion. Adopted with unanimous vote.
- Ken Davis suggested that the name “Public Affairs Director” be changed in the job description and in the organization chart to “Public Relations Director.” This is a topic for a future board meeting.

5. Past-President’s Report - John Coldiron

a. Conservation Policy - Enea Antonicelli

- John Coldiron has talked with Enea about his job and his responsibilities.

b. Conservation Programs - Bill Felts

- Bill reported that there are four clean-ups coming up; three for the American River and one for Arcade Creek. He will keep us posted with specific dates for the clean-ups.

c. FITC - Brandie Herron- not present

- John Coldiron reported for Brandie
- About 63 schools were delivered salmon eggs and some of the teachers might need help releasing the fish.
- Steelhead egg delivery will happen during the second week of February. Brandie will send out email and listserv notice on the dates

d. SARA - John Barris- not present

- John Coldiron reported for John Barris

e. NCCFFF Rep. - Jim Berdan

- Jim reported that the upcoming NCCFFF Hall of Fame Dinner will be on February 22, 2014
- Bob Larne asked about grant money from NCCFFF and Jim reported that there are grant monies available.

f. New Member Meetings Committee- John Coldiron, Tim Landrus- not present

- John Coldiron reported the next New Members Meeting will be February 12 and if Tim Landrus and Rich Wilson could run the meeting since John will be at work and Rich agreed to handle the meeting.
- Laurie Banks stated that there is not a job description for New Members Committee. She will work on this.

6. President-Elect’s Report - Vacant

a. Membership - Rich Wilson

- Rich reported that currently we have 304 members and members need to pay their dues by March 1st or they will be expunged.

b. ISE Update - Rich Wilson

- Rich reported that the ISE runs from January 9 – January 12.

c. Raffle boards - Rich Wilson

- Rich reported that tickets will be sold at the ISE for a fly rod donated by Buff Hendrickson.

d. Youth Programs - Gary Howard- not present

- Laurie Banks reported on Youth Programs and stated that there needs to be a Job Description for Youth Programs. She will work on this.
- Bob Larne brought up a need to do more with Boys and Girls clubs and need to do more outreach to other children’s clubs

e. Annual Dinner - Beth Ison

- Date is 11/1/14 at Elks Club. \$200 deposit has been made.

7. 1st Vice-President's Report - Laurie Banks

- a. Public Affairs - vacant
- b. Library - Jim Kelley- not present, Bill Montalvo
 - Bill reported that the library is transferring some of the old VHS tapes to DVD and wanted to know if we had the right to do so. A general agreement was reached that we do as long as we make only one copy for the clubs use.
- c. Webmaster - Phoebe Larne
 - Phoebe reported that she had paid the hosting for our website and at the end of this year we will need to pay for the web name.
- d. Newsletter Editor - Chris Weiland
 - Chris reported that more pictures and reports need to be sent to the newsletter and website.
- e. Bittner Scholarship - Bill Felts
 - Bill reported that Carl Lang, Mike Wall and himself will review the applicants in early February
- f. Mentoring Program – Andy Penn- not present
 - Laurie Banks reported for Andy about expanding the mentoring program to more new members

8. 2nd Vice-President's Report - Bob Larne

- a. Programs - Ken Giesser
 - Ken reported that most of the programs are filled but still needs July, October and November speakers.
 - Motion 010614e by Ken Giesser: Authorize the payment of \$300 each to the January speaker Jon Baiocchi and February speaker Lance Gray. Laurie Banks seconded. Approved with unanimous vote.
 - Bob Larne pointed out that \$300 is a lot of money for a program but understands that most of the speakers are covering their costs for missing a day of work.
- b. Outings - Bill Montalvo
 - Bill stated that Tim Landrus will no longer be able to do the SAFE outings and was wondering if we should continue the SAFE outings.
 - John Coldiron was opposed to the idea of dropping SAFE outings and it was decided to go ahead and have the same SAFE outings as last year.
 - Bill also stated that four or five outings need Fishmeisters.
- c. Tech Services - Carl Lang
 - Carl stated that Sam Yee will do a class on knots for January's Tech Thursday
- d. Coachman Program - Sam Yee- not present
- e. Fly Tiers Exchange - Don Wallace – not present
- f. Logo Sales - Glenn Yee, Morrie Weisbart- not present
- g. Fly Tying Demonstration and Classes - John Daniels- not present
- h. Refreshments - Beth Ison
 - Beth asked if Rich could remember to bring the coffee pot to January's general meeting

9. Unfinished Business

- None

10. New Business

- a. Confirm three committee chairs - Laurie Banks
 1. Annual BBQ
 2. Fish Derby at Howe Park on Saturday 3/1/14
 - Laurie stated that Earlene Coldiron will be in charge of the Annual BBQ and the Fish Derby.
 3. Fish O-Rama at Howe Park on Saturday 4/5/14

- Laurie will check with Earlene Coldiron about information concerning last years Fish-O-Rama.
- Laurie will be chair and Meloney Welborn will be co-chair
- b. Adopt list of committee chairs and co-chairs as amended
 - Motion 010614f by Bob Effa: Adopt the list of committee chairs and co-chairs, as amended. Rich Wilson seconded the motion. Adopted with unanimous vote.
See Attachment B
- c. Purchase cordless microphones?
 - Motion 010613g by Bob Effa to have Arthur Herron purchase three (3) handheld, wireless microphones and for the total of the three (3) microphones not to exceed \$100. John Coldiron seconded the motion. Approved with unanimous vote.
- d. Offer by Lanny Garman to send sympathy cards to families of deceased members
 - The board agreed to let Lanny Garman send sympathy cards to families of deceased members
- e. Proposal for a Facebook Page for CFFU members - Chris Weiland
 - Chris reported the usefulness of having a Facebook page for CFFU so members could post pictures and reports to one place for members to look at.
 - Chris and Phoebe could also use these pictures and reports for the newsletter and web site respectively
 - Chris will work with Ken Davis about the logistics of creating a Facebook page and how to manage the page. They will report back to the board what they believe is the best approach.
- f. Knot tying demonstration during break at membership meeting - proposed by Sam Yee
 - The board agreed that Sam Yee could teach one knot during the break during the General meeting.

11. Adjourn- 9:21pm

Chris Weiland secretary

Attachment A

CFFU Draft 2014 Budget as of 12-26-13		prepared by Jim Berdan, Treasurer		
LINE ITEM	Draft 2014	CUMULATIVE		
	BUDGET	INCOME	EXPENSES	
Annual Dinner	\$ 8,000.00			
Annual BBQ	\$ 1,500.00			
Annual Membership:				
-Dues				
-Printing/Postage/Badges/Shows/Other	\$ 1,500.00			
Bank Fees	\$ 500.00			
Bittner Fund / Scholarship				
-Donations (incl. w/ Donations-General)				
-Savings Account Interest				
-Scholarship	\$ 2,500.00			
Coachman Program				
Conservation Programs:				
-Policy				
-Programs (AR Clean-up)	\$ 50.00			
-Fish in the Class Room	\$ 500.00			
-Dues - FFF	\$ 500.00			
-Donation, NCCFFF	\$ 100.00			
-Dues - Cal Trout	\$ 100.00			
-Dues - SARA	\$ 100.00			
-Dues - Trout Unlimited	\$ 100.00			
Donations - General				
Fly Fishing Fair / Clinic	\$ 150.00			
Fly Tying Class	\$ 100.00			
Insurance	\$ 1,700.00			
ISE:				
-Booth Fee	\$ 700.00			
-Expenses	\$ 200.00			
-Raffle	\$ 100.00			

Library	\$	750.00		
Logo Sales Table	\$	1,250.00		
Newsletter				
Officer's Expenses:				
-President's Expenses (includes pins)	\$	750.00		
-Secretary's Expenses	\$	50.00		
-Treasurer's Expenses				
-Audit				
-Tax Prep Fees (previous year); other fees	\$	55.00		
-Stamps/Supplies/Software/Checks	\$	125.00		
Outings:				
-Monthly Outings	\$	100.00		
-President's Outing	\$	1,500.00		
Programs - monthly	\$	2,000.00		
Public Affairs				
Refreshments	\$	500.00		
Rent and Storage Costs:				
-Rent - General Meeting	\$	1,200.00		
-Rent - Church	\$	450.00		
-Rent - PO Box	\$	100.00		
-Rent - Storage	\$	1,300.00		
Tech Services	\$	1,000.00		
Web Page				
-Annual Web Fee	\$	170.00		
-Software/Other	\$	200.00		
Youth Program	\$	1,500.00		
Misc/Other Inc/Exp				

Attachment B

Officers, Directors, and Committee Members 2014

OFFICERS

President	Bob Effa, 2014	916-443-4968/reffa@sbcglobal.net
President Elect	Vacant	
Past President	John Coldiron, 2013	916-212-5422/coldi88999@yahoo.com
1 st Vice President	Laurie Banks, 2014	916-972-8537/laurie@creekman.com
2 nd Vice President	Bob Larne, 2014	916-961-1462/larneb@pacbell.net
Secretary	Chris Weiland, 2014	916-691-2873/ cjweiland@frontiernet.net
Treasurer	Jim Berdan, 2009 thru 2014	916-448-3125/jberdan@aol.com

DIRECTORS

Conservation Policy Dir.	Enea Antonicelli, 2014	916-765-7754/eneantonicelli@gmail.com
Conservation Programs Dir.	Bill Felts, 2014	916-768-0658/ befelts@yahoo.com
Membership Director	Richard Wilson, 2006 thru 2014	916-364-7545/ wilsonre7@yahoo.com
Outings Director	Bill Montalvo, 2014	530-209-6231/w_montalvo@yahoo.com
Programs Director	Ken Giesser, 2014	916-685-3125/ thegiessers@yahoo.com
Public Affairs Director	Ken Davis, 2014	916-709-1309/ laurie@creekman.com
Tech Services Director	Carl Lang, 2007 thru 2014	916-967-2126/ langcarl@att.net

COMMITTEES

Annual BBQ	Earlene Coldiron, 2012 thru 2014	916-212-5422/coldi88999@yahoo.com
Annual Dinner	Beth Ison, 2014	916-443-4968/ bethscats@sbcglobal.net
Audio Visual Tech	Arthur Herron, 2010 thru 2014	530-301-0318/artygolfs2000@yahoo.com
Bittner Scholarship	Bill Felts, 2010 thru 2014	916-768-0658/ befelts@yahoo.com
Coachman Award	Sam Yee, 2007 thru 2014	916-505-7722/sam4homes@aol.com
Fly Tiers Exchange	Don Wallace, 2012 thru 2014	916-422-8674/ flyfisherman241@hotmail.com
Fly Tying Demonstration	John Daniels, 2011 thru 2014	530-750-3511/ jedaniels@ucdavis.edu
Fish Derby Gibson Ranch	Tim Au-Young, 1999 thru 2014	916-688-3529/ auyoungt@comcast.net
Fish Derby Howe Park	Earlene Coldiron, 2012 thru 2014	916-201-5422/ coldire@sbcglobal.net
Fish in the Classroom	Brandie Herron, 2010 thru 2014	916-212-0361/ brandie_w2002@yahoo.com
Fish in the Classroom	Arthur Herron, 2010 thru 2014	530-301-0318/artygolfs2000@yahoo.com
Fish-O-Rama Howe Park	Laurie Banks, 2014	916-972-8537/laurie@creekman.com
Fish-O-Rama Howe Park	Meloney Welborn, 2014	916-205-2197/melwel2222@gmail.com
Library	Jim Kelley, 2008 thru 2014	916-725-4101/ jkelley@surewest.net
Library	Bill Montalvo, 2012 thru 2014	530-209-6231/w_montalvo@yahoo.com
List Serve Meister	Gregory Shaffer, 1999 thru 2014	530-271-5556/ shafe@gshaffer.com
Logo Sales	Glenn Yee, 2008 thru 2014	916-421-6922/ flyfish4glen@att.net
Logo Sales	Morrie Weisbart, 2011 thru 2014	916-928-1737/ mkweis@pacbell.net
Mentoring	Andy Penn, 2014	916-804-9629/andypenn@frontiernet.net
NCC/FFF Rep.	Jim Berdan, 2013 thru 2014	916-448-3125/jberdan@aol.com
New Members Orientation	John Coldiron, 2014	916-212-5422/coldi88999@yahoo.com
New Members Orientation	Tim Landrus, 2013 thru 2014	916-607-0530/t.landrus@sbcglobal.net
Newsletter Editor	Chris Weiland 2010 thru 2014	916-691-2873/ cjweiland@frontiernet.net
Refreshments	Beth Ison, 2012 thru 2014	916-443-4968/ bethscats@sbcglobal.net
SARA Rep.	John Barris, 2012 thru 2014	916-524-5634/ peercourt1@sbcglobal.net
Sergeant At Arms	Larry Coulter, 2007 thru 2014	916-689-1885/ lcoulter@frontiernet.net
Sportsmen's Expo	Richard Wilson, 2006 thru 2014	916-364-7545/ wilsonre7@yahoo.com

Web Meister
Youth Programs

Phoebe Larne, 2001 thru 2014
Gary Howard, 2000 thru 2014

916-961-1462/ larneph@pacbell.net
916-383-1221/104 herefishy@comcast.net
Revised 9 January 2014

CFFU BOARD OF DIRECTORS MEETING
Monday February 3, 2014
Final Minutes

Board Members present – do we have a quorum? Bob Effa, John Coldiron, Laurie Banks, Bob Larne, Chris Weiland, Jim Berdan, Bill Felts, Rich Wilson, Bill Montalvo, Ken Giesser, Ken Davis and Carl Lang.

Board Members absent with excuse: Enea Antonicelli

Board Members absent without excuse: none

General Membership present: Beth Ison, Tim Au-Young, Brandie Herron, Meloney Welborn, Jim Kelley, Larry Coulter, Phoebe Larne

1. Call to order and adopt agenda – 6:25 pm

2. Approve Minutes – Chris Weiland

3. Treasurer’s Report – Jim Berdan

- a. Status of Treasury
 - Jim gave an update on the Treasure’s Report.
 - Bob Effa has been added to the checking account and John Coldiron removed from the account.

4. President’s Report – Bob Effa

- a. Bob Effa stated that more articles need to be submitted to the newsletter and web site.
- b. Upcoming Annual Dinners:
 - Bob Effa informed the board of these upcoming annual dinners: The Fly Fishers of Davis on 3/8/14; Granite Bay Flycasters on 3/15/14; Shasta-Trinity Fly Fishers on 3/22/14. He and Beth Ison will be attending all of these.
- c. Members’ Photo Contest
 - Bob Effa talked about having an annual photo contest and to have the membership vote on the pictures. Different ideas were discussed as to how it would be organized.
- d. Request for Donation of Flies to American Fisheries Society
 - Tim Au Young will donate 6 dozen flies for this event and send the flies to the American Fisheries Society.

5. Unfinished Business

- a. Fish-O-Rama – Laurie Banks
 - Laurie reported the date for the Fish-O-Rama will be April 5th and that she and Meloney Welborn will meet with Jaden of the Howe Park facility on Friday (2-7-14) to discuss this.
- b. Facebook Page Proposal – Chris Weiland
 - Chris Weiland gave some information on how the Facebook page would be set-up. It would be a closed group that people would need to be accepted into the group. Rich Wilson will send the administrator names of current members.

- Motion 020314b: Bob Effa made a motion to have Chris Weiland make a CFFU Facebook group. This will be a closed group and Chris Weiland will be the administrator for the group. Carl Lang seconded. Approved with all in favor with the motion except John Coldiron and Ken Giesser abstaining.

6. New Business

- a. CFFU dues due to IFFF
 - Bob Effa gave the information to Jim Berdan.
- b. Budget Committee Report and Vote by Board
 - Bob Larne reported that the committee (Laurie Banks, Bill Montalvo and Ken Davis) agreed with most of the items from Jim Berdan's report.
 - Motion 020314c: Bob Larne made a motion to adopt Jim Berdan's draft budget of 12-26-2013 with the exception of these three items: ISE Booth fee changed from \$700.00 to \$750.00, increase monthly programs from \$2000.00 to \$2500.00 and increase the Bittner scholarship from \$2500.00 to \$2600.00. John Coldiron seconded. Approved with unanimous yes vote. See attachment A
- c. Audit Committee Status Report
 - Bob Larne reported the committee will meet some time in February.
- d. 4 Motions Regarding Programs Director Activities
 - Ken Giesser brought four motions concerning the 2014 speakers, reimbursement procedures, presenter agreement and changing part of the job description for the Programs Director.
 - Motion 020314d: Ken Giesser made a motion to approve the proposed list of speakers for 2014, and the proposed costs. Rich Wilson seconded. Approved with unanimous vote of yes. See attachment B
 - Motion 020314e: Ken Giesser made a motion to change the Speaker Reimbursement Procedures (adopted 6/29/11) to allow up to \$300 rather than \$200 without prior board approval. John Coldiron seconded. Approved with unanimous yes vote. See attachment C.
 - Motion 030214f: Ken Giesser made a motion to change the Presenter Agreement (adopted 6/5/12) to read \$300 rather than \$200. Bob Larne seconded. Approved with unanimous yes vote. See attachment D
 - Motion 020314g: Ken Geisser made a motion to change the 1st line of the job description (action plan) for the Programs Director (dated 12/28/12) to read as follows: "Identify speakers for February of the current year through January of the following year. For accurate bookkeeping, payment for January speakers should come from the following year's budget rather than the current year's budget." Bill Montalvo seconded. Approved with unanimous yes vote. See attachment E
- e. Name Change for Public Affairs Director
 - Ken Davis asked that the Board change the name of the Public Affairs Director to Public Relations Director.
 - The Board agreed without a vote. See attachment F
 - Bob Effa stated that everybody should read their action plan and report any discrepancies.
- f. Raffle Board for Float Tube/Pontoon Boat
 - Rich Wilson reported that we have sold \$750.00 on the pontoon boat raffle board and Rich would like to sell some more squares at next general meeting (2-4-14) and then select a winner at the end of that meeting.
 - The board agreed with Rich's proposal without a vote.

- g. FITC Status Report and Request
 - Brandie Herron reported that we have 49 complete tanks now with 44 of those placed into classrooms, 5 of the 49 tanks are for emergency purposes and she would like to add 5 more tanks to our numbers bringing the total to 54. The cost of adding 5 more tanks will be around \$150 because we have many of the necessary parts in stock. There is sufficient money in the FITC budget to cover this.
 - Motion 020314h: John Coldiron made a motion to increase the number of complete aquariums that CFFU will have to 54, up from 49. Of which 5 will be retained in storage for emergency use. Rich Wilson seconded. Approved with unanimous yes vote. See attachment G.
- h. Concept Proposal for CFFU to begin funding on-the-ground conservation projects
 - Ken Davis asked the board for general concurrence to have Ken Davis get information on a project CFFU could help with.
 - The board agreed with Ken Davis and to go ahead and put together a proposal for an upcoming meeting.
- i. Possible Donation to Wounded Warriors
 - Bill Montalvo reported that Tom Bartos would like a donation from CFFU to help offset the cost of putting on the Wounded Warriors project.
 - The board suggested that Tom Bartos come to the March Board meeting and give a proposal.
- j. Request for Reimbursement for Gibson Ranch Certificates – Tim Au-Young
 - Tim Au Young requested an amount of \$54.00 for certificates of appreciation that Tim will be creating himself for people that help with the Gibson Ranch Fish Derby.
 - Motion 020314a: Bill Montalvo made a motion to authorize the payment of up to \$60.00 to Tim Au Young to purchase the necessary items to issue six certificates for the Gibson Ranch Fish Derby leaders. Rich Wilson seconded. Approved with unanimous vote of yes.

7. Past-President's Report – John Coldiron

- Nothing to report
- a. Conservation Policy – Enea Antonicelli
- b. Conservation Programs – Bill Felts
- c. FITC – Brandie Herron – see Item 6g above
- d. SARA – John Barris
- e. NCCFFF Rep. – Jim Berdan
- f. New Member Meetings – John Coldiron, Tim Landrus

8. President-Elect's Report – Vacant

- a. Membership – Rich Wilson nothing to report
- b. ISE Update
 - Rich Wilson reported that we made \$784.00 at the ISE show this year.
- c. Raffle Boards – Rich Wilson –see Item 6f above

- d. Youth Programs – Gary Howard nothing to report
- e. Annual Dinner – Beth Ison nothing to report

9. 1st Vice-President's Report – Laurie Banks

- a. Public Affairs – Ken Davis – Also see Item 6e and 6h above
- b. Library – Jim Kelley, Bill Montalvo
 - Bill reported that all of the VHS tapes have been converted over to DVD.
- c. Webmaster
 - Phoebe Larne noted that more articles and pictures need to be sent to her.
- d. Newsletter Editor
 - Chris Weiland noted that more articles and pictures need to be sent to him.
- e. Bittner Scholarship – Bill Felts nothing to report
- f. Mentoring Program – Vacant

10. 2nd Vice-President's Report – Bob Larne

- Nothing to report
- a. Programs – Ken Giesser – Also see Item 6d above
- b. Outings – Bill Montalvo
- c. Tech Services – Carl Lang
- d. Coachman Program – Sam Yee
- e. Fly Tiers Exchange – Don Wallace
- f. Logo Sales – Glenn Yee, Morrie Weisbart
- g. Fly Tying Demonstration and Classes – John Daniels
- h. Refreshments – Beth Ison

11. Adjourn at 9:00 pm

Attachment A

2014 CFFU Budget Adopted by Board on 2/3/14

LINE ITEM	2014 BUDGET
Annual Dinner	\$ 8,000.00
Annual BBQ	\$ 1,500.00
Annual Membership:	
-Dues	
-Printing/Postage/Badges/Shows/Other	\$ 1,500.00
Bank Fees	\$ 500.00
Bittner Fund / Scholarship	
-Donations (incl. w/ Donations-General)	
-Savings Account Interest	
-Scholarship	\$ 2,600.00
Coachman Program	
Conservation Programs:	
-Policy	
-Programs (AR Clean-up)	\$ 50.00
-Fish in the Class Room	\$ 500.00
-Dues - FFF	\$ 500.00
-Donation, NCCFFF	\$ 100.00
-Dues - Cal Trout	\$ 100.00
-Dues - SARA	\$ 100.00
-Dues - Trout Unlimited	\$ 100.00
Donations - General	
Fly Fishing Fair / Clinic	\$ 150.00
Fly Tying Class	\$ 100.00
Insurance	\$ 1,700.00
ISE:	
-Booth Fee	\$ 750.00
-Expenses	\$ 200.00
-Raffle	\$ 100.00
Library	\$ 750.00
Logo Sales Table	\$ 1,250.00
Newsletter	
Officer's Expenses:	
-President's Expenses (includes pins)	\$ 750.00
-Secretary's Expenses	\$ 50.00
-Treasurer's Expenses	
-Audit	
-Tax Prep Fees (previous year); other fees	\$ 55.00
-Stamps/Supplies/Software/Checks	\$ 125.00
Outings:	
-Monthly Outings	\$ 100.00
-President's Outing	\$ 1,500.00
Programs - monthly	\$ 2,500.00
Public Affairs	
Refreshments	\$ 500.00
Rent and Storage Costs:	
-Rent - General Meeting	\$ 1,200.00
-Rent - Church	\$ 450.00
-Rent - PO Box	\$ 100.00
-Rent - Storage	\$ 1,300.00
Tech Services	\$ 1,000.00
Web Page	
-Annual Web Fee	\$ 170.00
-Software/Other	\$ 200.00
Youth Program	\$ 1,500.00
Misc/Other Inc/Exp	
TOTAL	\$ 32,050.00

Attachment B

2014 Speakers as of 1/14/14 - Ken Giesser

Adopted by CFFU Board on 2/3/14

Date	Speaker	Presentation	Contact Information	Fees	Board Appvd
7-Jan	Jon Baiocchi	Frenchmans/Davis	baiochistroudfitters@yahoo.com	\$300	X
		Lakes	530-228-0487		
4-Feb	Lance Gray	Fly Fishing	lancegrayandcompany@yahoo.com	\$300	X
		Northern CA	530-517-2204		
4-Mar	Tim Au-Young	Civic Outreach and		0	
		Gibson Ranch	916-688-3529		
1-Apr	Bill Lowe	Lower Yuba River	Bill@BillLoweFlyGuide.com	\$300	
			916-716-0750		
6-May	Jeff Putnam	Rods	jeff@jpflyfishing.com	0	
			916-366-7554		
3-Jun	Ken Davis and John Daniels?	Bugs and Then Some	Ken Davis: 916-972-8537	0	
1-Jul	TBD	Conservation Program		0	
5-Aug	Harold Kessemeier	The Joy of Swing		0	
		Fishing	916-600-3542		
2-Sep	Jeff Putnam	Fly Fishing for Pacific	jeff@jpflyfishing.com	\$250	
		NW Steelhead	916-366-7554		
7-Oct	Mike Costello	Delta Stripers	O: 209-367-5997 C: 209-327-6153 mike@captainmikecostello.com	\$300	
4-Nov	Denny Rickards	Stillwater	541-381-2218	\$500	
		Trout	flyfishingstillwaters.com		
2-Dec	Member Slide Shows			0	
TOTAL				\$1,950	

Attachment C



California Fly Fishers Unlimited

Sacramento's Oldest Fly Fishing Club...Since 1962
N.C.C.F.F.F. Affiliate
P. O. Box 162997, Sacramento, CA. 95816
www.cffu.org

SPEAKER REIMBURSEMENT PROCEDURES

Revised 6-29-2011

Revised 2-3-2014

PURPOSE: Guest speakers (From both outside and within the club) are a critical component of the clubs monthly meetings and Technical Thursday's. Each year the Program Director and Technical Services Director receive a budget for payment of fees relating to their specific areas of responsibility. These funds are for the speaker's fee, meals and any other expenses relating to the speaker.

This policy will establish guidelines for the reimbursement of speakers for travel, meals and the speaker's fee for speaking.

SPEAKERS FEE: Every effort should be made to obtain guest speakers at no cost to the club. In the event a fee is required, the Program Director and Technical Services Director are authorized to approve a maximum of \$300.00 per speaker as long as there are monies remaining in their budget. In the event all monies in their budget are spent, prior approval must be obtained from the Board of Directors before any payment is committed to.

If the speaker's fee is in excess of \$300.00, the Program Director and/or Technical Services Director must receive approval from the Board of Directors before committing to the speaker and payment.

Active club members are not eligible for speaker fees.

MEAL REIMBURSEMENT: If the speaker travels more than 50 miles one way, a maximum of \$25.00 is authorized for meal reimbursement. If the Program Director or Technical Services Director or their designee join the speaker for dinner, a maximum of \$25.00 is also approved for his/her meal. Receipts are required consistent with the current reimbursement procedure.

Reimbursement is only authorized for the primary speaker. Any guests accompanying the primary speaker are not authorized meal reimbursement.

If the speaker is paid a fee for speaking, no meal reimbursement is authorized for the speaker. Reimbursement is still authorized for the Program Director or Technical Services Director if they join the guest speaker for a meal prior to the presentation. Active club members are not eligible for meal reimbursement.

MILEAGE REIMBURSEMENT: If the speaker travels more than 50 miles one way to the meeting in a **PRIVATE** vehicle, a mileage reimbursement of fifty (50) cents a mile is authorized round trip.

**If the speaker is paid a fee for speaking, no mileage reimbursement is authorized.
Active club members are not eligible for mileage reimbursement.**

REQUEST FOR REIMBURSEMENT: Before any reimbursement will be made, a Reimbursement Claim form must be completed by and approved by the Program Director or Technical Services Director on behalf of the speaker. If mileage reimbursement is requested, the speaker must sign this form certifying that the mileage claim is accurate. The Program Director or Technical Services Director is not required to complete the Reimbursement Claim Form in the event he/she joins the speaker for dinner. They are required to complete the Request for Reimbursement consistent with current policy.

SPEAKER DONATIONS: Donations to CFFU are not to be negotiated as included in the cost of the speaker. Donations will be handled as a separate issue and are not related to the speaker reimbursement.

**Adopted by CFFU Board on 7/1/11 (By E Vote)
Amended by CFFU Board on 2/3/14**



California Fly Fishers Unlimited

*Sacramento's Oldest Fly Fishing Club...Since 1962
N.C.C.F.F.F. Affiliate
P. O. Box 162997, Sacramento, CA. 95816
www.cffu.org*

SPEAKER REIMBURSEMENT CLAIM FORM

SPEAKER NAME: _____
DATE OF PRESENTATION: _____

SPEAKING FEE: \$ _____

IF A SPEAKING FEE IS PAID, NO OTHER REIMBURSEMENT IS AUTHORIZED

DINNER: (Maximum allowed \$25.00) \$ _____

MEAL REIMBURSEMENT IS AUTHORIZED ONLY IF THE PRIMARY SPEAKER TRAVELED MORE THAN 50 MILES ONE WAY FOR THEIR PRESENTATION

MILEAGE:	TOTAL ROUND TRIP MILES _____	TOTAL REIMBURSEMENT @ FIFTY (50) CENT PER MILE \$ _____
-----------------	---------------------------------	--

AUTHORIZED ONLY IF PRIVATE VEHICLE USED FOR TRAVEL

TOTAL REIMBURSEMENT: \$ _____

ACTIVE CLUB MEMBERS ARE NOT ELIGIBLR FOR SPEAKER FEES, MEAL REIMBURSEMENT OR MILEAGE REIMBURSEMENT.

APPROVED BY PROGRAM DIRECTOR: _____ Print name
SIGNATURE: _____ **Date:** _____

Attachment D



California Fly Fishers Unlimited
Sacramento's Oldest Fly Fishing Club...Since 1962
N.C.C.F.F.F. Affiliate
P. O. Box 162997, Sacramento, CA. 95816
www.cffu.org



PRESENTER AGREEMENT

PRESENTER NAME AND COMPANY IF APPLICABLE	DATE & TIME OF PRESENTATION
--	-----------------------------

ADDRESS , TELEPHONE & E MAIL

BRIEF SYNOPSIS OF PRESENTATION – MAXIMUM TIME ALLOWED 45 MINUTES

This agreement is between CALIFORNIA FLY FISHERS UNLIMITED (CFFU) and the Presenter identified above. This completed agreement is only required when the presenter requests payment (speaking fee, mileage etc.)

Any amount up to \$300.00 may be approved by Program Director. Any amount in excess of \$300.00 requires **PRIOR** approval by the CFFU Board of Directors. In the event the requested amount is not approved by the Board of Directors, the Program Director will notify the Presenter as soon as possible.

SPEAKING FEE: \$ _____
MILEAGE FEE: \$ _____
MEAL(S): \$ _____
TOTAL FEE(S) REQUESTED: \$ _____

SIGNATURE OF PRESENTER AGREEING TO THE FEE(S) LISTED ABOVE	DATE
--	------

SIGNATURE - PAYMENT APPROVED BY PROGRAM DIRECTOR	DATE
--	------

SIGNATURE - PAYMENT IN EXCESS OF \$300.00 APPROVED BY BOARD OF DIRECTORS	DATE
--	------

Adopted by CFFU Board on 3/5/12; Amended by CFFU Board 2/3/14

Attachment E

CFFU ACTION PLAN WORKSHEET

As of 2/3/14

Position/Activity/Chair/Committee:

Programs

Description/Purpose:

At 11 of the monthly meetings, a program is presented to the membership. The December meeting is a slide-sharing meeting presented by CFFU members. Speakers must be obtained for every meeting. They will augment their presentation with slides or videos. The speakers can present on any fly-fishing related topic. At least one speaker per year will address conservation needs and efforts

Tasks and Activities:

1. Identify speakers for February of the current year through January of the following year.
2. Present speaker list to the CFFU Board of Directors for confirmation.
3. Send confirmation letters including maps and any slide presentation information to speakers. Speakers should be notified to limit their programs to no more than forty minutes.
4. Remind speakers at least one month before they are scheduled.
5. Serve as CFFU host to the speakers as outlined in the Speaker Reimbursement Policy.
6. Arrange for motel accommodation, if necessary.
7. Submit Speaker Reimbursement Claim Form for any allowed expenses as outlined in the Speaker Reimbursement Policy.
8. Arrange pre-meeting fly tying demonstrations, if appropriate. Coordinate with President to be certain there are no conflicts.
9. Promote up-coming programs by writing monthly summaries of the speakers planned program.
10. Write an article promoting the next month's speaker and submit to the webmaster and to the Newsletter Editor within two days of the general meeting.
11. Write a report on the speaker's program and submit to the webmaster and the newsletter Editor within in one week after general meeting.
12. Introduce the speaker at the meeting.
13. Present the speaker with a certificate of appreciation at the end of the presentation.

Attachment F

CFFU ACTION PLAN WORKSHEET

As of 2/3/14

Position/Activity/Chair/Committee:

Public Relations

Description/Purpose:

The Director of Public Relations should seek every opportunity to promote through the media and CFFU membership all activities and projects of CFFU. All media promotions should be in support of the purposes of CFFU and our membership. Inform and seek the consultation of the Board of Directors regarding promotional efforts. Consulting with the President is sufficient if the media actions are time sensitive.

Tasks and Activities:

1. Seek opportunities to share and exchange information about CFFU including promoting activities and projects through all avenues of the media.
2. Distribute CFFU promotional materials to vendors, related organizations and to the general public at various shows and events related to fly fishing and conservation.
3. Make presentations and representations on behalf of CFFU.
4. Organize and present visual show at the annual dinner on CFFU activities that took place throughout the year.

Resource Requirements		Cost
1.		
2.		
3.		
4.		
5.		

Attachment G

FITC Report to Board as of 2/3/14

Prepared by Brandie Herron
As of 1/31/14

Status of equipment owned

49 complete aquarium units owned by CFFU.

44 allowed to be placed in classrooms.

5 to be kept in storage for use as emergency replacements should the need arise.

Of the 44 allowed for classrooms, 34 currently are placed and 10 are still in storage.

\$200 + tax is the cost required to equip a new classroom when starting from scratch, **with an Aerator.**

\$194 + tax is the cost required to equip a new classroom when starting from scratch, **with an Air Pump.**

Recommendations

Spend up to \$150 for parts to assemble 5 more complete aquariums for possible use in new classrooms. We have most of the parts, but need to purchase Aquariums, Styrofoam, Chiller Plates and Thermometer to complete them.

Cost is as follows

\$15.00 per aquarium X5= \$75.00

\$5.00 per sheet of Styrofoam (from which two units can be made.) This means 3 sheets, but prefer to order 1 more sheet just in case X4= \$20.00

\$3.50 Thermometers (Need 7) - (2 for old tanks & 5 for new tanks) X7= \$24.50

\$16.00 Chiller Plates (For all 5) = \$16.00

Grand Total=\$135.50 + tax; figure \$150

As of 1/28/2014

What we have EXTRAS in storage:

(These are parts available to build the 5 additional units if approved)

Chillers: (7)

Air Pumps: (1)

Aerators: (5)

Tanks: (0)

Styrofoam: (0)

Bubbling Stones: A Lot

Thermometers: (0)

Tubes: A Lot

(Besides the above, we have 8 other chillers that need repair, after which we could use them for more setups in the future.)

CFFU BOARD OF DIRECTORS MEETING
Monday March 3, 2014
Final Minutes

Board Members present – do we have a quorum? Bob Effa, John Coldiron, Laurie Banks, Bob Larne, Chris Weiland, Jim Berdan, Enea Antonicelli, Bill Felts, Richard Wilson, Bill Montalvo, Ken Giesser, Ken Davis and Carl Lang

Board Members absent with excuse: none

Board Members absent without excuse: none

General Membership present: Beth Ison, Larry Coulter, Phoebe Larne

1. Call to order and adopt agenda – 6:30 pm

2. Approve Minutes – Chris Weiland - February minutes approved with unanimous yes vote.

3. Treasurer’s Report – Jim Berdan

a. Status of Treasury

- Jim reported that the only change is a \$1.30 interest on our two savings accounts.

4. Conservation Project – Stephanie Mehalick, Department of Fish and Wildlife.

- Stephanie works for the Heritage and Wild Trout Program which is with the Department of Fish and Wildlife
- She wants to start on new study on Putah to help designate it a Wild Trout Water
- Motion 030314a: Rich Wilson made a motion to authorize \$2125.00 for the purchase of a telemetry receiver for use in a Putah Creek Trout tracking project contingent on the receipt of a \$1500.00 grant from NCCIFFF. Carl Lang seconded. 12 vote yes. 1 abstained, Bob Effa.

5. President’s Report – Bob Effa

a. Cast Hope Request to talk to the club.

- Bob reported that Hogan Brown of Cast Hope has requested to speak to our members about the program and seek our involvement.
- The board decided that it would like Hogan to come and talk with the board first. Bob will let him know.

b. Trout Unlimited Request for 24-30 flies.

- TU has requested that CFFU donate some flies for its youth program.
- John Daniels will bring a fly box to the March general meeting to collect the flies that we will donate to the Trout Unlimited project.

c. President’s Outing on Oct 11

- Jim Berdan and Ken Giesser will look for locations.

d. Granite Bay Flycasters – Invitation to join them at River Cats Game on May 16.

- Bob Effa will send out a note to the membership about how to obtain the tickets to the River Cats game.

e. Pacific Rim Festival – May 18. Sam Yee is asking for board approval.

- The board agreed without a vote to have Sam Yee put together a group to help clean-up the festival; in return we will receive a donation of \$600 from The Pacific Rim festival.

- f. Bob Effa asked for suggestions for a location for the Leadership dinner in December
- g. Veterans First Fly Fishing seeking volunteers at Big M on March 22.
 - Jim Berdan gave a brief overview of what Veterans First Fly Fishing wants from us - volunteers to help the veterans at Big M.
 - Bob Effa will announce this event at the March general meeting for volunteers and Jim Berdan will attend to signups.

6. Unfinished Business

- a. Audit Committee Status Report – Bob Larne
 - Bob Larne will have the report to the board by the next meeting - March 31.
- b. Wounded Warriors – Bill Montalvo.
 - Tom Bartos is looking for donations to his Wounded Warriors project at his Horseshoe Ranch.
 - Bill will put together a written proposal for donating monies to Tom Bartos and the Horseshoe Ranch to put on their Wounded Warriors project.

7. New Business

- a. Motion on budget for Newsletter – Chris Weiland.
 - Motion 030314b: Chris Weiland made a motion to approve a budget of \$400.00 for the newsletter editor. Carl Lang seconded. 11 vote yes. 2 abstained, Chris Weiland and Bill Montalvo.
- b. Motion on printing Newsletters for Buff Hendrickson – Chris Weiland.
 - Motion 2) Authorize \$160 for printing 10 copies of the monthly newsletter for one year for use by Buff Hendrickson in his shop. Bob Effa asked for this motion to be tabled and asked John Coldiron to write a new motion for the board's consideration at next month's board meeting.

8. Past-President's Report – John Coldiron

- a. Update on Annual BBQ
 - John Coldiron brought two proposals for locations for the Annual BBQ.
 - First proposal is for Cottonwood at William Pond Park at American River Parkway on either May 20 or 21 for \$125.00.
 - Second proposal is to go to Camp Pollack on either May 13 or 15 for a fee of \$1 per person with a maximum number of people of 250. There is a deposit of \$250.00 for use of the bathrooms and a deposit of \$250.00 if alcohol will be served.
 - Motion 030314c: John Coldiron made a motion to authorize Jim Berdan to write a check of \$125.00 to secure Cottonwood (William Pond) facility. It is understood that the BBQ event will set a ticket price sufficient to cover the entire price of the entire BBQ including the \$125.00 deposit. Laurie Banks seconded. Unanimous yes vote.
- b. Conservation Policy – Enea Antonicelli
- c. Conservation Programs – Bill Felts
- d. FITC – Brandie Herron
- e. SARA – John Barris
- f. NCCFFF Rep. – Jim Berdan
- g. New Member Meeting – John Coldiron, Tim Landrus

9. President-Elect's Report – Vacant

- a. Membership – Rich Wilson
- b. ISE Update – Rich Wilson
- c. Raffle Boards – Rich Wilson
 - Rich reported that he will be raffling off a fly rod donated by Keith Winkle, and repaired by Buff Hendrickson, at the March 4 general meeting.
- d. Youth Programs – Gary Howard
- e. Annual Dinner – Beth Ison

10. 1st Vice-President's Report – Laurie Banks

- a. Update on Fish-O-Rama on April 5
 - Laurie and Meloney Welborn meet with Jaden Delfer and the Fish-O-Rama is set to go ahead. John Mott will host the Swap Meet and send out information for the Swap Meet. Jaden is working on a flyer that will go out to the local school district and Ken Davis is working on a flyer for the local fly shops. They also talked to Joe Ferrier about stocking the pond with fish for the event.
- b. Public Affairs – Ken Davis
- c. Library – Jim Kelley, Bill Montalvo
- d. Webmaster – Phoebe Larne
- e. Newsletter Editor – Chris Weiland
- f. Bittner Scholarship – Bill Felts
- g. Mentoring Program – Vacant

11. 2nd Vice-President's Report – Bob Larne

- a. Programs – Ken Giesser
- b. Outings – Bill Montalvo
- c. Tech Services – Carl Lang
- d. Coachman Program – Sam Yee
- e. Fly Tiers Exchange – Don Wallace
- f. Logo Sales – Glenn Yee, Morrie Weisbart
- g. Fly Tying Demonstration and Classes – John Daniels
- h. Refreshments – Beth Ison

12. Adjourn at 8:30pm.

CFFU BOARD OF DIRECTORS MEETING
Monday March 31, 2014
Minutes

Board Members present – do we have a quorum? Bob Effa, John Coldiron, Laurie Banks, Bob Larne, Chris Weiland, Jim Berdan, Rich Wilson, Bill Montalvo, Ken Giesser, Ken Davis and Carl Lang. Yes we have a quorum.

Board Members absent with excuse: Enea Antonicelli, Bill Felts

Board Members absent without excuse: none

General Membership present: Beth Ison, Larry Coulter and Phoebe Larne

1. Call to order and adopt agenda – 6:30 pm

2. Approve Minutes – Chris Weiland: March minutes approved

3. Treasurer’s Report – Jim Berdan

a. Status of Treasury:

- Jim moved the money in the Proctor account into our new savings account which will earn more interest and changed the name of the CFFU Platinum account to the CFFU Proctor account.
- Jim also received the check from NCCIFFF in the amount of \$1500.00 for the telemetry unit which we will use to track tagged fish in the Putah Creek Project. Jim has reimbursed Ken Davis for his up-front cost for the unit.

4. President’s Report – Bob Effa

a. President’s Outing Update, set for October 11 – Jim Berdan and Ken Giesser:

- Ken Giesser recommended Webber Lake outside of Truckee. The cost for use of the lake would be \$1000.00 for up to 40 people. Either a caterer will be contracted or Ken’s wife and Beth Ison would provide the food for the event. Ken gave the pros and negatives of the lake. The owner of the lake has a liability waiver form for the club members fishing to sign. Bob Effa will consider the recommendation and report back at a later date.

b. Leadership Dinner – set for Dec 9, Espanol Italian Restaurant, 6:00 pm.

- The idea of the Leadership Dinner is to bring together outgoing and incoming board members where exchange of information can take place. This can’t take place until the new board is voted in at the December members meeting. Bob noted that to get a date for a restaurant in December requires booking very early and has made the reservations for December 9 at Espanol Italian Restaurant.

c. Keeping our comments concise and avoiding repetition.

- Bob reiterated his comments at our January meeting about keeping our comments concise when discussing board items and avoiding side conversations to help move our meetings along quicker.

d. Photo contest: Bob Effa

- Bob Effa announced changes to the photo contest. Two photos can be entered instead of one. There will be prizes for the top 3 photos. There is an idea for making a calendar if the photo contest is a success. The logistics for the calendar will be worked out as the contest final nears.

e. Laurie Banks will run the May Board and general meeting as Bob Effa will be on vacation.

5. Unfinished Business

- a. Audit Committee Report –Bob Larne
 - Bob reported on some of the recommendations the audit committee has. See Attachment A.
- b. Motion on printing newsletters for Buff Hendrickson (tabled at 3/3/14 board meeting)
Motion 033114a: John Coldiron made a motion on behalf of the CFFU Board to authorize monies enabling printing/duplication cost of the CFFU News Letter in an amount sufficient to provide 5 copies monthly to David “Buff” Hendrickson as recognition of his numerous contributions to the CFFU organization. This expenditure should be available on a graduated scale to cover inflation cost and subject to annual review and renewal. Motion seconded by Rich Wilson. Unanimous yes vote.
- c. Update on Putah Creek Project: Ken Davis
 - Ken received the telemetry unit. People interested in helping out with the project will need to contact Stephanie Mehalick via her email address. Ken will bring in the information to the April general meeting. Ken will ask Stephanie if she wants to do a Tech Thursday to go over how to use the equipment.

6. New Business

- a. Bittner Scholarship winner – Bill Felts
 - Bob Effa presented the information for Bill Felts. Carl Lang, Michael Wall and Bill Felts have selected Anna Steel as the winner of this year's Bittner Scholarship. Her study involves determining the impacts of high winter water releases on the food habitat of fish in California's streams. This will provide managers with better information on what release objectives will protect the "food webs" (bugs) that trout and other fish need.
- b. NCCIFFF request for support of a resolution to F&G Commission
 - Jim Berdan reported that Chuck Bacaria was not able to get the issue of snagging fish resolved. The issue is a time sensitive issue and therefore might not be dealt with until a later date. We were unable to deal with this because the package had not been finalized yet.

7. Past-President's Report – John Coldiron

- a. Conservation Policy – Enea Antonicelli
- b. Conservation Programs – Bill Felts
 - Bill sent out an email concerning the next river clean-up on April 12th. Bob Effa reported for Bill that Bill is looking into more sights along the American River to help clean up.
- c. FITC – Brandie Herron
 - Brandie made a presentation at the last Ladies Social meeting going over what Fish In The Classroom does.
- d. SARA – John Barris
- d. NCCIFFF Rep. – Jim Berdan
 - Jim reported on the Veterans First Fly fishing event at Big M was very successful and they want to do the event again at Big M.
- f. New Member Meeting – John Coldiron, Tim Landrus.

8. President-Elect's Report – Vacant

- a. Membership – Rich Wilson.
 - The next new members meeting will be May 14. Last month we signed up one new member. Currently we have 235 members on our roster. On April 5, Rich will be setting up our membership booth at Fly Fishing Specialties BBQ and on April 12, he will be setting up the booth at Fly Fishing West First Annual BBQ.
- b. ISE Update – Rich Wilson
- c. Raffle Boards – Rich Wilson
- d. Youth Programs – Gary Howard
 - Laurie Banks reported that Gary will be at the Fish-O-Rama tying flies.

- e. Annual Dinner – Beth Ison
 - Beth reported that she and Bob Effa attended three other fly fishing club’s dinners during March and they have a larger turn out than our dinner although they have smaller memberships. Beth would like suggestions from board members on how to improve our upcoming Annual Dinner and our attendance at the dinner.

9. 1st Vice-President’s Report – Laurie Banks

- a. Fish-O-Rama: Laurie Banks
 - Laurie reported that they need more volunteers for the 12-3 pm shift at the Fish-O-Rama on April 5 at or Howe Park (Conzelmann) meeting place. Trout might be planted at the pond.
- b. Public Affairs – Ken Davis
 - Ken reported he will be contacting California Fish and Wildlife about planting trout in the pond at Conzelmann for the Fish-O-Rama on April 5. Ken also re-worked the Fish-O-Rama poster. The poster has been seen on Ken’s Facebook page by at least 14,000 people which will hopefully boost the turn-out for the event.
- c. Library – Jim Kelley, Bill Montalvo.
 - Bill reported that the library has 5 new videos and Wayne Chubb donated 15 used books to the library. Bill will be pulling inactive books and will be selling them at tomorrow’s general meeting.
- d. Webmaster – Phoebe Larne
- e. Newsletter Editor – Chris Weiland
 - Chris asked if everybody that posts on Facebook is comfortable with him downloading pictures and comments and using them for the newsletter. No one had any objections with that.
- f. Bittner Scholarship – Bill Felts – see Item 6a above.
- g. Mentoring Program – Andy Penn

10. 2nd Vice-President’s Report – Bob Larne

- a. Programs – Ken Giesser
 - Ken reported that he has the rest of the year booked. Ken asked if it would be acceptable to book speakers for next year and discussion on this was tabled until a later date.
- b. Outings – Bill Montalvo
 - Bill reported that there are a couple of new outings on the calendar and he will announce them at tomorrow night’s general meeting.
- d. Tech Services – Carl Lang
 - Carl reported the last Tech Thursday by Chris Weiland about Facebook was well received. The upcoming Tech Thursday will be Tim Au Young and he will be demonstrating fly tying.
- d. Coachman Program – Sam Yee
- e. Fly Tiers Exchange – Don Wallace
- f. Logo Sales – Glenn Yee, Morrie Weisbart
- g. Fly Tying Demonstration and Classes – John Daniels
- h. Refreshments – Beth Ison
- i. Annual BBQ: John Coldiron
 - John reported the BBQ is set for May 20. The venue will be at William Pond in the American River Parkway. A deposit for rental of the facility has been made.

11. Adjourn at 8:02 pm.

Attachment A



*California Fly Fishers Unlimited P.O. Box 162997
Sacramento, CA 95816*

February 23, 2014

Subject: Audit Committee Report for Year 2013

Dear Board of Directors,

The attached report reflects the findings of the Audit Review Committee for the financial records of California Fly Fishers Unlimited for the year 2013. The purpose of the review was to verify that the financial records of CFFU are accurate and complete for the calendar year 2013. Committee members Bob Larne (Chair), Bill Jeffrey, Jim Kelley, Rob Scafe, and CFFU Treasurer Jim Berdan met at the home of Jim Berdan on February 18, 2014 for approximately three hours to conduct the review.

Respectfully submitted,

Bob
2013 Audit Committee Chair

Larne

California Fly Fishers Unlimited

CFFU AUDIT COMMITTEE REPORT FISCAL YEAR 2013

AUDIT COMMITTEE MEMBERS: Bob Larne - Committee Chair
Bill Jeffrey
Jim Kelley
Robert Scafe
Jim Berdan

The 2013 audit was conducted on February 18, 2014 at 2:00 pm with all committee members present at the residence of Jim Berdan, CFFU Treasurer. The review procedures included discussion of club procedures for financial controls and activities, a review of a sample of expense payments and supporting documentation for 2013, and a brief review of club policies and procedures regarding Governance assessed per guidelines for tax exempt organizations published by the Internal Revenue Service (IRS).

INCOME & EXPENSE STATEMENTS

FINDINGS:

A review of the income and expense statements indicated that all club income and expenses are well documented by the Treasurer and entered into the QuickBooks software program. Income exceeded expenses by \$7,588.16 for Fiscal Year 2013

RECOMMENDATIONS:

CFFU should continue to use QuickBooks financial software to maintain club finances. CFFU Treasurer Jim Berdan backs up all data on a memory stick and the Carbonite online backup service.

BALANCE SHEET (BEGINNING/ENDING BALANCES)

FINDINGS:

Wells Fargo Bank statements as of 12/31/13 were compared with the CFFU Balance Sheet (QuickBooks) dated 12/31/13. Balances shown on the Wells Fargo 12/31/13 statement coincided with the account balances on the QuickBooks Asset Report of 12/31/13.

RECOMMENDATIONS:

It is recommended that CFFU maintain a minimum balance in the Bittner Scholarship Fund of \$30,000 by adding funds from the profits of the Annual Dinner each year. Several years ago,

CFFU combined the Annual Bittner Scholarship Dinner and the Regular Annual Dinner with the intent of adding some of the profits each year to the Bittner Scholarship Fund. It is also recommended that CFFU consider increasing the Bittner Scholarship from \$2,500 to at least \$3,000 in view of the rising costs of education.

CHECKS/ EXPENSES / DEPOSITS

FINDINGS:

The CFFU Treasurer maintains a binder which contains a separate page for each check written with receipts and other supporting documentation for the expense. A review of checks written non-member vendors contained proper supporting evidence. It was noted that some receipts were missing for checks written to reimburse members for expenses.

RECOMMENDATIONS:

It is recommended that no checks be written to members (or any vendor) without supporting documentation in the form of written receipts and/or Board Approval. (SEE Reimbursement Procedures adopted by the CFFU Board of Directors 2/28/08)

CASH COLLECTION WRITTEN PROCEDURES

FINDINGS:

There are written cash collection procedures in place and are being used by Treasurer Jim Berdan. The current Standard Operating Procedure for the treasurer covers all procedures for collection of funds, reimbursement procedures, etc.

RECOMMENDATIONS: None

REVIEW OF ACCOUNT SEPARATION

FINDINGS:

Both the Bittner Scholarship Fund and the Jack Proctor Memorial Youth Fund are held in separate savings accounts with Wells Fargo Bank. The Susan Sylstra Memorial Fund is listed as a sub account of the general checking account. These accounts were easily identifiable in the QuickBooks Balance Sheet report and balances matched those in the Wells Fargo Bank statement of 12/31/13.

RECOMMENDATIONS: None

WRITTEN PROCEDURES FOR TREASURER FUNCTIONS

FINDINGS:

Written instructions for the Treasurer and a summary of basic procedures and responsibilities are in place for current duties.

RECOMMENDATION:

Written procedures should also be available for the transfer/transition of Treasurer's responsibilities to include names and contact information as well as due dates for various recurring payments normally made by the Treasurer.

STATE AND FEDERAL REPORTING REQUIREMENTS

FINDINGS:

The 2013 Audit Committee reviewed the various State and Federal reporting requirements with CFFU Treasurer Jim Berdan. It appeared that Jim was knowledgeable of and current on all of the required reports.

RECOMMENDATIONS: None

Bob Larne
2013 Audit Committee Chair

CFFU BOARD OF DIRECTORS MEETING
Monday May 5, 2014
Final Minutes

Board Members present – do we have a quorum? Bob Effa, John Coldiron, Laurie Banks, Bob Larne, Chris Weiland, Jim Berdan, Rich Wilson, Bill Montalvo, Ken Giesser, Ken Davis, Enea Antonicelli, Bill Felts and Carl Lang. Yes, we have a quorum.

Board Members absent with excuse: None

Board Members absent without excuse: None

General Membership present: Larry Coulter and Phoebe Larne

1. Call to order and adopt agenda – 6:25 pm

- Bob Effa announced that long-time member Neil Hanson had passed away. Neil joined in 1962 and was President for 1963. Lanny Garman sent a sympathy card to the family

2. Approve Minutes – Chris Weiland: April minutes approved

3. Treasurer’s Report – Jim Berdan

- a. Status of Treasury
 - Jim sent a copy of the recent Treasure’s report out to the board members. There were no comments concerning the report.

4. President’s Report – Bob Effa

- a. Tim Landrus report on broken fly rod
 - Bob Effa reported for Tim that a fly rod was broken at one of the FITC fish releases. The fly rod was damaged beyond repair. Bob contacted Tim as to what our inventory is on the remaining fly rods and Tim has yet to reply. Bob called Gary Howard concerning the inventory and Gary said he was aware of the damaged fly rod and we do not need to replace the rod because we have plenty of fly rods available.
- b. A question by Wayne Reimers
 - Wayne asked if he could post a note on the listserv about an upcoming symphonic concert that his wife plays in. Bob Effa asked the board members what they felt about the situation. The board felt that it would not be acceptable to post this on the listserv, but Wayne could announce it at the May general meeting.
- c. President’s Outing
 - Bob Effa asked if anybody had other suggestions for a place for the President’s outing and there were no additional places suggested.

5. Unfinished Business

- a. Support for NCCIFFF Resolution – Enea Antonicelli, Jim Berdan
(see proposed letter; this was tabled from the March 31 board meeting)
 - Enea spoke about what the letter deals with which is the negative effects that hatchery raised trout have on wild trout populations and calls for a movement towards segregating hatchery and trout waters.
 - Most of the discussion on this letter was concerning how this action was going to be carried out and different avenues to achieve this goal.

- Motion 05052014a: Bob Effa made a motion to approve Enea Antonicelli's proposed letter of support of NCCIFFF's resolution to California Fish and Game Commission to develop policies and monitor implementation of goals, objectives and management plans assuring the long term viability of our citizen's public trust recreational and commercial anadromous fishery resources. Bob Effa will co-sign the letter. The motion was seconded by Bill Felts. Passed with unanimous yes vote. See attachment A.
 - b. Report on Fish-O-Rama – Laurie Banks
 - Laurie reported that the Fish-O-Rama was not that successful. Laurie recommends that we not pursue it in the future.
 - c. Report on Putah Creek Telemetry Project – Ken Davis
 - Ken reported that 8 fishermen caught 6 fish on April 19. Stephanie will be electro-fishing Lake Solano on May 8 and she asked that a limited number of people show up to view the process at the surgical table. Stephanie will also have a clinic on how to use the telemetry equipment.

6. New Business

- a. Purchase of Microphones – Bob Effa (the proposed motion was withdrawn)
 - Bob Effa reported that the lapel microphone is broken and wanted to purchase a new one. This motion was tabled after discussion dealing with the price of the microphone. It was felt that more research into higher quality equipment was needed to find a microphone that would work for CFFU needs.
 - Ken Davis will bring in a couple of his personal microphones to use at the members meeting tomorrow night.

7. Past-President's Report – John Coldiron

- a. Conservation Policy – Enea Antonicelli
- b. Conservation Programs – Bill Felts
 - Bill is looking into cleaning up more areas around our mile on the American River and concentrate on the area near the river.
- c. FITC – Brandie Herron
 - John reported for Brandie that the collection of the tanks from the classrooms will happen this month.
- d. SARA – John Barris
- e. NCCIFFF Rep. – Jim Berdan
 - Jim reported that the NCCIFFF June Board meeting will be held at Camp McCumber. The meeting is open to any member of NCCIFFF and the cost is \$120.00 for the weekend.
- f. New Member Meeting – John Coldiron, Tim Landrus
 - John reported that the meeting will happen on May 14.

8. President-Elect's Report – Vacant

- a. Membership – Rich Wilson
 - Rich reported we had 5 new members joined last month; 4 single and 1 family. Our total membership is at 291.
- b. ISE Update – Rich Wilson
- c. Raffle Boards – Rich Wilson
 - The fly give-away is approaching 3,000 flies that we have given away to members at the monthly members meeting.
 - People are staying for the end of the general meeting for a chance to win the \$30 gift certificate.
- d. Youth Programs – Gary Howard
- e. CFFU Annual BBQ – Earlene Coldiron
 - John Coldiron reported that the BBQ is still on, but there have not been a lot of people that have signed up so far.
- f. Annual Dinner – Beth Ison

- g. Sees candy – Laurie Banks
 - Laurie reported that Brandie Herron has suggested a fundraiser for the FITC program. She can get deals through Sees Candy. People would buy the candy at retail price but Brandie can get the candy at wholesale and the difference would go towards FITC. The board felt that this would be OK. A specific proposal has not been made yet and no vote was taken.

9. 1st Vice-President's Report – Laurie Banks

- a. Public Affairs – Ken Davis
 - Ken reported that he was having a difficult time getting notices in the Sacramento Bee about CFFU's general meeting.
- b. Library – Jim Kelley, Bill Montalvo
- c. Webmaster – Phoebe Larne
- d. Newsletter Editor – Chris Weiland
- e. Bittner Scholarship – Bill Felts
 - Bill reported that the Bittner Scholarship winner, Anna Steel, will come and give a talk about her research to the club.
- f. Mentoring Program – Andy Penn

10. 2nd Vice-President's Report – Bob Larne

- a. Programs – Ken Giesser
 - Ken reported that all of this year's programs are filled and he is working on some for next year.
- b. Outings – Bill Montalvo
- c. Tech Services – Carl Lang
 - Carl reported that he is trying to get a Shad clinic together and a fly tying clinic on tying small flies.
- d. Coachman Program – Sam Yee
 - Sam Yee is working on a Glamp-Out event at Camp Pollack on May 29, 2014.
- e. Fly Tiers Exchange – Don Wallace
- f. Logo Sales – Glenn Yee, Morrie Weisbart
- g. Fly Tying Demonstration and Classes – John Daniels
- h. Refreshments – Beth Ison
 - Bob Effa reported that we are making money on the refreshments.
 - Meloney Welborn and Chuck Honeycutt will be running the refreshments for the May general meeting for Beth Ison. Beth and Bob Effa were scheduled for vacation at that time, but it fell through at the last minute. Since Meloney and Chuck have made all the preparations, they will go ahead and handle the refreshments.

11. Adjourn at 7:55pm

California Fly Fishers Unlimited

Sacramento's Oldest Fly Fishing Club...Since 1962 www.cffu.org

N.C.C.I.F.F.F. Affiliate

Letter of Support by California Fly Fishers Unlimited (CFFU) for the Resolution Request Regarding the Protection of California's Public Trust Anadromous Fisheries set forth by the Northern California Council of the International Federation of Fly Fishers (NCCIFFF)

May 05, 2014

California Fish and Game Commission
1416 9th Street, Room 1320
Sacramento, California 95814

Re: Support for:

RESOLUTION REQUESTING THAT CALIFORNIA'S FISH AND GAME COMMISSION DEVELOP POLICIES AND MONITOR IMPLEMENTATION OF GOALS, OBJECTIVES AND MANAGEMENT PLANS ASSURING THE LONG TERM VIABILITY OF OUR CITIZEN'S PUBLIC TRUST RECREATIONAL AND COMMERCIAL ANADROMOUS FISHERY RESOURCES

Dear Commissioners:

I am writing to express CFFU's support for the resolution presented to you on March 14th, 2014 by NCCIFFF; the resolution that will assure the long-term viability of its anadromous fishery resources for conservation, recreational and commercial purposes.

Anadromous fish such as Salmon and Steelhead follow distinct pecking orders and do not normally tolerate other fish in their feeding lies. As Dr. Peter B Moyle points out in his communiqué titled *Hatcheries and Salmon: Comments on Hatchery Reform*, genetically uniform fish like hatchery fish are more resilient and tend to dominate these lies. This has the logical outcome of negatively impacting the wild population mainly due to the exponential growth of direct competition.

The idea of appointing a Blue Ribbon Panel is exceptional. A specific commission of scientific experts could help analyze and present the data required to take the most mission critical actions.

My organization strongly supports the resolution.

Sincerely,



Enea Antonicelli
Conservation Policy Director
California Fly Fishers Unlimited



Bob Effa, President
CFFU

This letter was endorsed by the Board of Directors of California Fly Fishers Unlimited at its May 5, 2014 board meeting.

CFFU BOARD OF DIRECTORS MEETING
Monday June 2, 2014
Final Minutes

Board Members present: Bob Effa, Laurie Banks, Bob Larne, Chris Weiland, Jim Berdan, Enea Antonicelli, Bill Montalvo, Ken Giesser, Ken Davis and Carl Lang

Board Members absent with excuse: John Coldiron and Rich Wilson

Board Members absent without excuse: none

General Membership present: Beth Ison and Phoebe Larne

1. Call to order and adopt agenda – 6:24 pm

2. Approve Minutes – Chris Weiland

- Bill Felts pointed out that the Bittner scholarship winner's name was misspelled. Her name is Anna Steel. Chris Weiland corrected the name on the May minutes and emailed out the corrected final minutes.

3. Treasurer's Report – Jim Berdan

a. Status of Treasury

- Jim Berdan reported that he will correct a couple of lines and will resend the revised budget.
- Jim also reported that he went to tax-exempt seminar and still has questions on the sales tax and how that applies to us. He asked for help on looking into how the state sales tax affects us. Enea stated that he has a co-worker that would be able to look into our situation and advise us if we ask specific questions.

4. President's Report – Bob Effa

- Nothing to report

5. Unfinished Business

a. Replacement of sound system for members meetings

- Bob Effa reported that he and Andy Penn have been looking into a new system. Andy proposed a complete new system needs to be purchased. They found a good system that includes an amplifier with 4 microphone jacks, speakers, one microphone and a microphone stand for around \$700.
- The board decided to purchase the system at a local store rather than over the internet for any warranty issues that might occur.
- Motion 060214a: Bob Effa made a motion to authorize the expenditure of up to \$900 for the purchase of a new public address system for use at the general meetings. Ken Davis seconded. Passed with unanimous yes vote.

6. New Business

a. Vince Jacobs' request for a tax write-off

- Bob Effa reported that Vince Jacobs has requested a letter of acknowledgement, with our tax ID, for donating wine to the annual BBQ. Bob asked about past practice regarding such requests.
- Bob Larne stated that we are required to send out a letter with our tax ID number to people who request it. He and Phoebe have done so in the past. Also, it has been standard practice to send out such letters to all donors to our annual dinner/fundraiser.

- Jim Berdan agreed to pick up this practice of sending out the letter when a member requests it.
 - b. Need for a new CFFU printer?
 - Bob Effa reported that the printer CFFU owns is quite old and does not work very well anymore. The primary use is for the annual dinner. He asked about purchasing a new one.
 - Bob Larne stated that technology changes quickly for new printers.
 - Most of the board members felt it would be more cost-effective to just borrow one of the member's printers and then reimburse that member for use of the printer.
 - Bob Effa asked if there were any objections to getting rid of the old printer at an e-waste recycling business and there were no objections.
 - c. Change format of members meetings?
 - Bob Effa suggested the idea of switching the order of the agenda for the general member meetings; with the speaker first then the business after the break. Many speakers have to travel a long distance to speak to our club and have a long drive home after. This would give them a 1-hour head start.
 - Most of the board members feel this would work because many/most of the members are interested mainly in the speaker program and a switch would be favorable to the speakers. There is some concern, however, that we could lose a lot of people after the break because they are not interested in the business portion. On the other hand, there are some members who really are interested in the business portion and others who are interested in the raffle drawings. These members likely will stay. Therefore, the board agreed that it is a good idea to give it a try. We can change back if it appears not to be working. Board members brought up the need for a break in the middle of the meeting because some members do like to socialize or shop at the Logo sales or check out the library. It was agreed that we should retain the break.
 - Bob Effa will announce the change at tomorrow night's general members meeting that, beginning with the July meeting, we will flip the order of the agenda with the speaker first followed by the business part of the meeting after the break.
 - Another point was made that the air conditioning needs to be turned on early; around 5pm.

7. Past-President's Report – John Coldiron

- a. Conservation Policy – Enea Antonicelli
- b. Conservation Programs – Bill Felts
 - Bill Felts reported that the next American River clean-up will be June 14.
 - The American River foundation told Bill that there is an area, upriver from our mile, that we could also clean-up.
- c. FITC – Brandie Herron
 - Bill Felts reported that Brandie went to a meeting of all the FITC people from the different fly fishing clubs and found out there are 300 teachers involved in the program and out of those teachers, only two teachers did not have eggs hatch.
 - Brandie has also accounted for all of the tanks except for six of them and she is dealing with the issue.
 - Brandie will be buying the parts needed to assemble 5 new tanks next month with the money she was allotted. She is waiting for the parts to go on sale. The board approved this purchase at its 2/3/14 meeting - see Item 6g of that meeting minutes.
- d. SARA – John Barris
- e. NCCIFFF Rep. – Jim Berdan
 - The NCCIFFF board meeting at Camp McCumber was cancelled.
- f. New Member Meeting – John Coldiron, Tim Landrus

8. President-Elect's Report – Vacant

- a. Membership – Rich Wilson
- b. ISE Update – Rich Wilson
- c. Raffle Boards – Rich Wilson
- d. Youth Programs – Gary Howard

e. Annual Dinner – Beth Ison

9. 1st Vice-President's Report – Laurie Banks

- a. Public Affairs – Ken Davis
 - Ken Davis reported that the Putah Creek program is going slowly.
 - Ken still wants to get a telemetry clinic for the membership on how to use the equipment for finding the fish that have been radio tagged.
- b. Library – Jim Kelley, Bill Montalvo
- c. Webmaster – Phoebe Larne
- d. Newsletter Editor – Chris Weiland
 - Chris reported that this will be his last year as the newsletter editor. He will post the job opening on the listserv this month.
- e. Bittner Scholarship – Bill Felts
 - Bill reported that Anna Steel will give a presentation on her research program tomorrow night at the June 3 general meeting.
- f. Mentoring Program – Andy Penn

10. 2nd Vice-President's Report – Bob Larne

- a. Programs – Ken Giesser
- b. Outings – Bill Montalvo
- c. Tech Services – Carl Lang
 - Carl reported that he will be having a Shad clinic for June taught by Andy Guibord from Kiene's fly shop.
- d. Coachman Program – Sam Yee
- e. Fly Tiers Exchange – Don Wallace
- f. Logo Sales – Glenn Yee, Morrie Weisbart
- g. Fly Tying Demonstration and Classes – John Daniels
- h. Refreshments – Beth Ison

11. Adjourn at 7:49pm

CFFU BOARD OF DIRECTORS MEETING
Monday August 4, 2014
Final Minutes

Board Members present: Bob Effa, Laurie Banks, Bob Larne, Jim Berdan, Enea Antonicelli, Ken Giesser, Ken Davis and Carl Lang

Board Members absent with excuse: John Coldiron, Bill Felts, Rich Wilson, Chris Weiland, Bill Montalvo

Board Members absent without excuse: none

General Membership present: Beth Ison, Phoebe Larne, Buff Hendrickson

1. Call to order and adopt agenda – 6:35 pm

2. Approve Minutes – Chris Weiland (Phoebe Larne Substituting)

- Minutes were approved as drafted.
- The minutes of the June 2, 2014 board meeting were approved as drafted. The board did not meet in July 2014.

3. Treasurer's Report – Jim Berdan

a. Status of Treasury

- Bob Larne asked what was included in the "Future Development Fund" on the treasury report. Jim Berdan replied it was the \$600 from the Pacific Rim Festival. Board agreed that the title should be changed to "Pacific Rim Festival" instead of "Future Development Fund".
- Jim Berdan stated that the Refreshment Budget would be overdrawn after the reimbursement of recent refreshment expenses. Motion 07042014a: Jim Berdan made a motion to Increase the Refreshment Budget by \$500 to \$1,000. Ken Davis seconded. Passed with unanimous yes vote.

4. President's Report – Bob Effa

- Update on President's Outing on October 11 – Bob Effa stated that he and Beth Ison will probably take a trip to Webber Lake, proposed outing site, to check it out. He will provide more details at a later date.

5. Unfinished Business

- a. Disposal of old PA system - Bob Effa asked the Board for suggestions on what to do with the old PA system, now taking up room in our storage area on the stage. Consensus was to invite members through the Listserv to offer a \$50 donation for the system, with the first bid getting the system. If no members want it, it could be offered on Craig's List.
- b. Review Comments received regarding change to format of members Meetings – Bob Effa requested Board members to share comments heard from members regarding the reverse of the General Meeting Program and Business Meeting. All agreed that the most vocal comments were negative, however there were many that like it. Ken Davis volunteered to count the number of people remaining after the break over the next few meetings. One suggestion was to move the upcoming outing details to immediately following the speaker, before the break.

6. New Business

a. Appoint Chair of Nominating Committee for candidates for the 2015 Board –

- Bob Effa is a month ahead of schedule in appointing a Chair of the 2015 Nominating Committee. A survey was taken to determine which offices would be vacant. At this time vacancies would be Outings Director, Conservation Policy, and President Elect. Also Board Members need to

contact their committee chairpersons and ask if they want to continue. Buff stated the Board is doing a good job this year. Motion 07042014b: Bob Effa made a motion that the Board appoint Buff Hendrickson as chairperson of the Nominating Committee for candidates for the 2015 Board. The by-laws state that the committee shall consist of 5 members of which two must come from the general membership. Buff stated that he will recruit the other 4 members of the committee. Laurie Banks seconded. Passed with unanimous yes vote.

b. Fishmeister Procedure and Forms – Bob Larne

- Bob Larne reported that Fishmeister Procedures/ Guidelines were developed several years ago, but apparently were not passed on at some point. He had obtained a copy of them and they were updated to reflect current information. Motion 07042014c: Bob Larne made a motion to adopt the updated Fishmeister Guidelines dated July 26, 2014. Ken Davis seconded. Passed with unanimous yes vote. A copy of the guidelines is attached. See Attachment A.

c. Ken Giesser requested a donation to Trout Unlimited in lieu of speaker's fee for David Lass.

- CFFU currently pays \$100 a year dues to the parent Trout Unlimited. A donation to the local chapter was met with enthusiasm. Motion 07042014d: Bob Larne made a motion to donate \$200.00 to David Lass' Trout Unlimited Chapter in the Sierra, 10356 Donner Pass Rd., Truckee, CA for "Little Truckee Habitat Improvement Project". Funds will be taken out of the General Fund. Enea Antonicelli seconded. Passed with unanimous yes vote.

d. Bob Larne discussed past projects where CFFU has volunteered to help Trout Unlimited with improving fish habitat. These are hands-on conservation projects. Bob volunteered to coordinate projects with Trout Unlimited and CFFU. The next project will be at Prosser Creek, August 17th, to move gravel. The information has been disseminated via Listserv, newsletter and is on the CFFU website.

e. Special Award – Ken Davis related a recent event where CFFU member Jeff Howard saved the life of another CFFU member by hiking over two hours to obtain emergency assistance. Motion 07042014e: Ken Davis moved that Jeff Howard be awarded special recognition from the CFFU Board of Directors for his heroic life-saving action during a high-altitude fishing trip. Bob Larne seconded. Passed with unanimous yes vote. Laurie Banks and Carl Lang will go to "Awards by Kay" to check out options. Award will be given at the December General Meeting with the entire Board to make the award.

7. Past-President's Report – John Coldiron

- Conservation Policy – Enea Antonicelli
- Conservation Programs – Bill Felts
- FITC – Brandie Herron
- SARA – John Barris
- NCCIFFF Rep. – Jim Berdan
 - The NCCIFFF Annual Meeting is this weekend, August 9, 2014.
- New Member Meeting – Next New member meeting is Wednesday, August 13, 2014.

8. President-Elect's Report – Vacant

- Membership – Rich Wilson
- ISE Update – Rich Wilson
- Raffle Boards – Rich Wilson
- Youth Programs – Gary Howard
- Annual Dinner – Beth Ison reported that donations are being received including a recent large donation from donors Joe & Barbara Bania. Tickets for the Annual Dinner are now on sale and will be offered at the August 5th, September 2nd and October 7th General meetings as well as at the <http://cffu.org> website via PayPal. Emcee this year will be Rob Scafe.

9. 1st Vice-President's Report – Laurie Banks

- Public Affairs – Ken Davis
 - Dave Ford is writing an article for the Council President's newsletter about the Telemetry project.
 - Ken Davis said an effort is being made to have a fishout for the telemetry project.
 - Ken Davis remarked that he is frustrated with the difficulty of attempts to publicize CFFU activities through media.
- Library – Jim Kelley, Bill Montalvo
- Webmaster – Phoebe Larne
- Newsletter Editor – Chris Weiland

- e. Bittner Scholarship – Bill Felts
- f. Mentoring Program – Andy Penn

10. 2nd Vice-President's Report – Bob Larne

- a. Programs – Ken Giesser
- b. Outings – Bill Montalvo
- c. Tech Services – Carl Lang
 - Carl reported The August 21st Tech Thursday program will be Tim Au-Young with “Arranging Flies in a Fly Box”. It will be held at the Northminster Church.
- d. Coachman Program – Sam Yee
- e. Fly Tiers Exchange – Don Wallace
- f. Logo Sales – Glenn Yee, Morrie Weisbart
- g. Fly Tying Demonstration and Classes – John Daniels
- h. Refreshments – Beth Ison announced that she will be resigning as Refreshment Chair person at the end of the year. She has done a great job for the last 5 years. She will attempt to find a replacement.

11. Adjourn at 8:40 p.m.

Chris Weiland
Secretary

ATTACHMENT A



SAMPLE
(Edit as appropriate)

California Fly Fishers Unlimited
P.O. Box 162997
Sacramento, CA 95816

Dear Fishmeister:

Re: (Location of Outing)

Thank you for volunteering to be Fishmeister for this outing. Outings are an important part of our club and provide excellent fishing and learning opportunities for all California Fly Fishers Unlimited (CFFU) members. My goal is to provide you with information that will make your job easier and help insure a good turn-out for the outing. I hope you find the included material helpful.

Attached you will find:

- **Fishmeister Guidelines** in a document which shares thoughts and responsibilities to keep in mind.
- **Blank Sign-Up and Waiver Sheet** is to be used for all CFFU outings.
- **Blank Outings Fact Sheet** is also provided for you use.

Please have ample copies of the Outing Fact Sheet available at the two meetings prior to your outing. This is very helpful in promoting your outing.

Thank you again for supporting the club.

Sincerely,

(Name)
20xx Outings Director
(Phone #)
(e-mail)

Revised July 26, 2014

Adopted by CFFU Board of Directors, August 4, 2014

CFFU FISHMEISTER GUIDELINES -- July 26, 2014

Thank you for agreeing to participate as a Fishmeister or an Assistant Fishmeister on a CFFU outing.

Below is a list of some guidelines to assist you in your duties as a Fishmeister/Assistant Fishmeister. Some of these will apply to your outing and some will not. If at any time you have a question or concern, please do not hesitate to contact me, (name), Outings Director, (phone), or via e-mail at (e-mail address).

1. **Outing Fact Sheet.** A Fact Sheet should be prepared as soon as possible after you schedule your outing, or no later than two meetings in advance of the outing month to allow members to decide if they wish to attend. All scheduled outings are listed on the CFFU website at the beginning of the year and current outings are listed in the newsletter. Your fact sheet should be sent to the CFFU webmaster (currently Phoebe Larne, larneph@pacbell.net) at that time or as soon as possible.
2. **Sign-Up Sheet.** A sign-up sheet should be prepared for at least two meeting in advance of the outing so people will have two months to decide whether they wish to attend. A blank sign-up sheet is provided with this packet.
3. **Promotion in the CFFU Newsletter.** Not all members are able to attend our meetings. You should prepare a brief article for *On the Fly* at least one month in advance (deadline to newsletter editor is 25th of each month) and send it to the newsletter editor (currently Chris Weiland, cjweiland@frontiernet.net). For example: If your outing is scheduled for July 12, you should send an article no later than June 25th but preferably by May 25th. (Your fact sheet and any special comments or information should have already been sent to the webmaster when you scheduled your outing and an outing page already created.) This pre-outing article should include highlights from the information listed in your fact sheet. If you would like to see a sample article, please refer to the On the Fly archives available at <http://cffu.org>.
4. **Brief Presentation to the Club.** You or the outings director should make a brief presentation at two CFFU meetings preceding the outing. I will introduce you. The presentation should include the specifics of the outing, such as the date, time, place, and an explanation of why the club members should attend this outing.
5. **Food at the Outing.** Providing or arranging for food at outings is not a requirement. However, you may wish to do so. Certain locations make a group meal more convenient and others make it impossible. If food is to be part of your outing, don't feel that you have to put on a great feast. You may ask for donations to cover the cost of any food you provide. Pot luck meals may be appropriate. Catering is also possible with the attendees paying a proportional share of the cost. CFFU will not provide food or beverages for any club activity or project without prior approval of the Board. In some cases, you may want to meet at a restaurant prior to the outing for breakfast. If you have any questions or concerns about food, let me know.
6. **Fishing Fees.** If there are fishing fees required, determine the cost per individual and provide information on the Fact Sheet. Collection of any fees and payment to the outing location is the responsibility of the Fishmeister. If payment to a vendor for an outing is required, the payment will be made directly to the fishmeister or to the vendor if so directed by the Fishmeister, not to CFFU. If you have any questions, let me know.
7. **Carpools.** If possible, prepare a list of fishers in advance of the outing and share it with the attendees. This will enable attendees to car pool and save gas.

8. **Reporting on the Outing.** On the day of the outing, keep notes, record names of the attendees, who caught fish, who didn't, who fell in the water, and any other bits of information that will make interesting conversation that can be shared at the next club meeting. Also, prepare a report/article for the website and for the newsletter and submit to both after the outing, if possible before the 25th. Include photos if available. If you would like a sample article, please refer to the *On the Fly* archives.
9. **Photos.** It is desirable to have photos to send to the website webmaster and to the newsletter editor for inclusion with your article. If you are unable or cannot take the photos, ask some of the attendees to do so and have them e-mail them either to you to be forwarded, or have them e-mail direct. They should be sent to both the Webmaster (currently Phoebe Larne, larneph@pacbell.net), and to the newsletter editor (currently Chris Weiland, cjweiland@frontiernet.net). Our Membership Director Rich Wilson, wilsonre7@yahoo.com would also like to have a few photos of each outing. The website can handle up to 20 or so photos. Please send only a few to both the newsletter and to Rich Wilson, Photos may be sent via a single e-mail to all three addressees.
10. **Meeting Location.** When appropriate, select a meeting place at or near the outing location.
11. **Listserv.** The CFFU e-mail listserv is an effective way to contact members. If you are on the listserv, simply send an e-mail to cffu@yahoogroups.com. If you are not, let me know and I will send the information for you.
12. **Mentor Assistant Fishmeisters.** The goal for each outing is to have an Assistant Fishmeister who can learn from a more experienced Fishmeister. This will provide a pool of experienced Fishmeisters for future outings. If you do not have an assistant, let me know and I will help you recruit one.
13. **Clinics, Fishing Instruction, Guide Trips, Pay to Fish:** You are encouraged, but not required, to include help for members who may be new at using a float tube, casting, set up, etc. This can be a very simple meeting at the beginning of an outing, or a more formal clinic with a professional casting instructor, e.g., see Upper Sacramento Outing. Float trips may be set up with guides. Any fees must be advertised and may be charged to participating members. If payment to a vendor for an outing or clinic is required, the payment will be made directly to the fishmeister or to the vendor if so directed by the Fishmeister, not to CFFU.

Again, if you have any questions or problems, please contact me, (name), Outing Director, (phone) or via e-mail at (e-mail)

Thank you again for volunteering to be a Fishmeister.



California Fly Fishers Unlimited
P.O. Box 162997
Sacramento, CA 95816

Outing Sign-Up Sheet

PLACE:
DATE:
FISHMEISTER:

WAIVER, IMPORTANT, READ CAREFULLY: I acknowledge that participating in a California Fly Fishers Unlimited outing entails known and unanticipated risks which could result in physical or emotional injury, paralysis, and/or death. * Therefore, I expressly release and forever discharge and agree to indemnify and hold harmless California Fly Fishers Unlimited and all of its members and Board of Directors from any and all claims, demands, or causes of action which are in any way connected with this activity. * Should California Fly Fishers Unlimited or anyone acting in their behalf, be required to incur attorney fees and costs to enforce this agreement, I expressly agree to indemnify and hold California Fly Fishers Unlimited harmless for all such fees and costs. * In the event that I file a lawsuit against California Fly Fishers Unlimited, I agree to do so solely in the state of California and that the substance of law of the state shall apply in that action without regard to the conflict of law rules of that state. * I agree that if any portion of this agreement is found to be void or unenforceable, the remaining portion shall remain in full force and affect. * In consideration of being permitted by California Fly Fishers Unlimited to participate in its activities and to use its equipment and facilities, I further agree to indemnify and hold harmless California Fly Fishers Unlimited from any and all claims which are brought by or on my behalf.

Name	Signature acknowledging waiver above	Phone number
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____
9. _____	_____	_____
10. _____	_____	_____
11. _____	_____	_____

12. _____
13. _____
14. _____
15. _____
16. _____
17. _____
18. _____
19. _____
20. _____
21. _____
22. _____
23. _____
24. _____
25. _____
26. _____
27. _____
28. _____
29. _____
30. _____
31. _____
32. _____
34. _____
35. _____
36. _____
37. _____
39. _____
40. _____

OUTING FACT SHEET

EVENT:

DATE:

FISHMEISTER, ASSISTANT FISHMEISTER, AND CONTACT INFORMATION:

SUMMARY:

MEETING LOCATION (MEAL AND/OR FISHING):

MEETING TIME:

FISHING FEES:

DIRECTION/MAP:

EQUIPMENT RECOMMENDATION:

MEAL INFORMATION:

FISHING NOTES:

ADDITIONAL RESOURCE REQUIREMENTS:

CFFU BOARD OF DIRECTORS MEETING
Monday August 25, 2014
Final Agenda

Board Members present: Bob Effa, John Coldiron, Laurie Banks, Chris Weiland, Jim Berdan, Rich Wilson, Bill Montalvo, Ken Davis, Bob Larne and Carl Lang.

Board Members absent with excuse: Ken Giesser, Bill Felts and Enea Antonicelli

Board Members absent without excuse:

General Membership present: Phoebe Larne, Beth Ison

- 1. Call to order and adopt agenda – 6:30 pm**
- 2. Approve Minutes – Chris Weiland**
 - The August minutes were approved with an amendment.
 - The amendment will read: The minutes of the June 2, 2014 board meeting were approved as drafted. The board did not meet in July 2014.
- 3. Treasurer's Report – Jim Berdan**
 - a. Status of Treasury
 - Jim sent out the interim report and will send out the final Treasure's report next week.
 - We have received the \$500 donation from Beth Bittner for the Bittner Scholarship award.
- 4. President's Report – Bob Effa**
 - a. Disposition of old PA System
 - Bob reported that Kevin Phillips spoke up for the old PA system and will donate \$50 to the club for the system. Kevin said he would pick up the system at our 9-2-14 members meeting.
 - b. Update on 10/11 President's Outing
 - Bob Effa and Beth Ison visited Webber Lake and meet with the owners.
 - Bob Effa reported that there will be a sign up sheet at the Tuesday night meeting on 9-2-2014.
 - Each member of CFFU going to the President's outing will need to sign a waiver from Webber Lake in order to fish.
 - c. Need to purchase lapel microphone
 - Bob Effa asked to purchase a new lapel microphone with the remaining money from the purchase of the PA system, which is about \$145.
 - The speaker for November, Denny Rickards, has requested a lapel microphone for his presentation. Ken Davis offered to loan his lapel microphone for that meeting if we don't yet have one.
 - Denny Rickards has also requested he be able to sell his books at the November meeting and there were no objections from the board.
 - Bob Effa did a preliminary search on the price range of lapel microphones ranging from \$30-\$400.
 - Bob Larne stated that more information needs to be obtained to make a better decision. Bob Effa will look into this more.

- d. Bob Effa reported that he received an email from Tim Au-Young asking where “Gibson Ranch” fits in the Organization Structure
- Tim Au-Young suggested Gibson Ranch be put under the President Elect along with Fish-in-the-Classroom in order to group CFFU’s outreach programs under one person.
 - Ken Davis suggested that the Organization Chart be reconsidered and make it more like Trout Unlimited’s Organization Chart.
 - Bob Larne suggested having a sub-committee to discuss the possibility of changing the organization chart and where “Gibson Ranch” fits into the Organization Chart. The sub-committee will be made up of Ken Davis, Chris Weiland and Bob Larne.

5. Unfinished Business

- a. Report on Prosser Creek project with Trout Unlimited on 8/17 – Bob Larne
- Seven CFFU members showed up for this project out of a total of around 50 volunteers.
- b. Update on Special Award – Carl Lang, Laurie Banks
- Carl Lang reported that he, Ken Davis and Laurie Banks went to “Awards by Kay” to look at different awards. They narrowed it down to some medals or a plaque made of slate.
 - John Coldiron asked if we could find an award that could be wall mounted for Jeff Howard.
 - It was decided that this award will be a one-time award specifically for Jeff Howard.
 - Rich Wilson suggested having a “swinging badge” made for Jeff Howard to be placed on his name tag badge. Rich will take care of this badge.
 - Motion 08252014a: Laurie Banks made a motion to have CFFU authorize Carl Lang to purchase a plaque to honor Jeff Howards lifesaving act from “Awards by Kay” not to exceed \$250 including engraving. Carl Lang seconded. Passed with unanimous yes vote.
- c. Wounded Warriors Program – Bill Montalvo, Laurie Banks
- Ken Davis contacted Tom Bartos about this program. Tom Bartos is calling this event “Wounded Vets” rather than “Wounded Warriors” and he would like CFFU to sponsor one vet for this event.
 - Tom Bartos would like one of the CFFU board members to attend the event to see how it is managed.
 - Tom Bartos will use Foothill Anglers Coalition as a fiduciary contact for the event because Wounded Warrior takes about 45% of the donation for administrative costs.
 - Tom Bartos also asked if CFFU could donate flies for the event.
 - The donation that CFFU would make, will go toward one vet.
 - Motion 08252014b: Laurie Banks made a motion that CFFU donate \$500 to Foothill Anglers Coalition in support of the Wounded Vets event on October 2 through October 6 at Horseshoe Bar Preserve. Carl Lang seconded. 3 no votes; John Coldiron, Bob Effa and Bob Larne voted no. 7 yes votes; Bill Montalvo, Laurie Banks, Rich Wilson, Ken Davis, Jim Berdan, Chris Weiland and Carl Lang voted yes. Passed with a majority yes vote.

6. New Business

- a. Discussion of management of FITC program – Laurie Banks, Bob Effa
- Motion 08252014c: Bob Larne made a motion to approve the expenditure of \$350 for repair of 8 aquarium chillers by Nova Tec provided that the expense is part of the existing \$605 fish in the classroom (FITC) budget and that there will be sufficient funds remaining in the budget to cover the FITC expenses for the balance of calendar year 2014. John Coldiron seconded.
 - A lengthy discussion took place about the need for a vote when FITC has money in their budget for the repair of the 8 chillers.
 - Bob Larne called for the previous question. This vote passed with 7 yes votes and 3 no votes. Yes votes: Chris Weiland, Bob Effa, Bob Larne, John Coldiron, Jim

Berdan, Ken Davis and Laurie Banks. No votes: Carl Lang, Rich Wilson and Bill Montalvo.

- When the previous question has been called in accordance with proper procedure, the immediate vote is on the call itself and requires a two-thirds vote. Since the vote was greater than two-thirds, the call passed, thus terminating further discussion of the original motion and leading to an immediate vote on that motion.
- The voting of motion 08252014c was then conducted. There were 5 yes votes and 5 no votes. Yes votes: Chris Weiland, Bob Effa, Bob Larne, John Coldiron and Jim Berdan. No votes: Carl Lang, Bill Montalvo, Laurie Banks, Rich Wilson and Ken Davis. Since there was a tie vote, the motion fails.
- Laurie Banks said she would work with Brandie Herron to redraft the job description for chair of the FITC program. The current version requires the Conservations Programs Director to bring all proposed expenditures to the board for approval before any money is spent.

7. Past-President's Report – John Coldiron

- a. Conservation Policy – Enea Antonicelli
- b. Conservation Programs – Bill Felts
- c. FITC – Brandie Herron
- d. SARA – John Barris
- e. NCCIFFF Rep. – Jim Berdan
- f. New Member Meeting – John Coldiron, Tim Landrus

8. President-Elect's Report – Vacant

- a. Membership – Rich Wilson
- b. ISE Update – Rich Wilson
- c. Raffle Boards – Rich Wilson
- d. Youth Programs – Gary Howard
- e. Annual Dinner – Beth Ison

9. 1st Vice-President's Report – Laurie Banks

- a. Public Affairs – Ken Davis
- b. Library – Jim Kelley, Bill Montalvo
- c. Webmaster – Phoebe Larne
- d. Newsletter Editor – Chris Weiland
 - Chris asked if there were any objections to writing a small article about Jeff Howard's heroic action and there were no objections.
- e. Bittner Scholarship – Bill Felts
- f. Mentoring Program – Andy Penn

10. 2nd Vice-President's Report – Bob Larne

- a. Programs – Ken Giesser
- b. Outings – Bill Montalvo
- c. Tech Services – Carl Lang
- d. Coachman Program – Sam Yee
- e. Fly Tiers Exchange – Don Wallace
- f. Logo Sales – Glenn Yee, Morrie Weisbart
- g. Fly Tying Demonstration and Classes – John Daniels
- h. Refreshments – Beth Ison

11. Adjourn at 9:20 pm.

Chris Weiland
Secretary

CFFU BOARD OF DIRECTORS MEETING
Monday October 6, 2014
Final Minutes

Board Members present: Bob Effa, John Coldiron, Laurie Banks, Bob Larne, Chris Weiland, Jim Berdan, Enea Antonicelli, Bill Felts, Rich Wilson, Bill Montalvo, Ken Giesser, Ken Davis, and Carl Lang

Board Members absent with excuse: None

Board Members absent without excuse: None

General Membership present: Beth Ison, Phoebe Larne, Howard Ross, Buff Hendrickson, Floyd Ross, Lindy Giesser and Brandie Herron

1. Call to order and adopt agenda – 6:30 pm

2. Approve Minutes – Chris Weiland

- Minutes were approved with amendments. Bob Larne pointed out that Motion 08252014b did not pass with unanimous yes vote. Chris changed it to read “Passed with majority yes vote.”

3. Treasurer’s Report – Jim Berdan

- a. Status of Treasury
- b. Need for Quick Books Update
 - The board approved the purchase of the new version of Quick Books without a motion.

4. President’s Report – Bob Effa

- a. Update on President’s Outing on Oct 11
 - Bob Effa reported that there have been 24 people that have signed up for the event and there are 16 openings available.
- b. New venue for Board Meetings
 - Bob Effa reported that in April of 2016 we will no longer be able to use the current place for our board meetings because the law firm will not be renewing their lease.

5. Unfinished Business

- a. Report of Nominating Committee- Buff Hendrickson
 - Buff reported the committee is still looking for candidates for the 2015 Board and submitted his list without all the positions filled in.
 - The list of 2015 board member candidates is provided to the membership at the November general meeting and nominations from the floor are accepted.
 - At the December general meeting, the membership votes on the new board members for the 2015 calendar year.
 - Motion 10052014a: Bob Effa made a motion to approve the list of candidates as submitted by Buff Hendrickson and his committee. Bill Felts seconded. Passed with 12 yes votes, Ken Giesser abstained. See attachment A.
 - At this point the committee was disbanded in accordance with the bylaws.
 - Ken Davis asked to have his name removed from the list as Public Relations officer for 2015.

- Bill Montalvo nominated Laurie Banks for President.
- b Report on Horseshoe Bar Wounded Warriors Event- Ken Davis
 - Ken reported that there were 10 vets at the event.
 - Horseshoe Bar Wounded Warriors event is a 501c3 organization.
 - There was a lengthy discussion concerning the Horseshoe Bar Wounded Warriors event.

6. New Business

- a. Appoint Chair of Budget Committee – Bob Effa
 - Motion 10052014b: Bob Effa made a motion to appoint Jim Berdan to prepare a draft budget for the 2014 Board to approve as a recommendation to the 2015 Board. Carl Lang seconded. Passed with unanimous yes vote.
- b. Revised Action Plan for FITC Chair – Laurie Banks
 - Laurie Banks drafted a new action plan for FITC to be more in line with the rest of the action plans of the other committees.
 - Bob Effa pointed out that “Fish and Game” name has been changed to Fish and Wildlife. There are three instances of this old name in the revised FITC action plan which Laurie Banks will change and send out the revised action plan.
 - Motion 10052014c: Bob Effa made a motion to accept the amended CFFU action plan for FITC. Rich Wilson seconded. Unanimous yes vote. See attachment B.
- c Report from Brandie Herron on FITC
 - Brandie reported that all the tanks that were given out to teachers have been returned from the teachers.
 - 14 teachers that CFFU provided eggs to attended the training session given by CA Fish and Wildlife.
 - Brandie received a \$1000 donation to buy a complete tank set-up for three teachers. These teachers will be responsible for the maintenance of the equipment. The balance of the money is to stay in the FITC program for CFFU use. The donor wanted to remain anonymous. Brandie said that she could build these tanks with all new parts for approximately \$140 per tank. The balance of will be used to buy supplies for our tanks that we maintain. Jim Berdan suggested making the donation a grant that we could track. The board agreed. This donation will not affect the FITC budget.

7. Past-President’s Report – John Coldiron

- a. Conservation Policy – Enea Antonicelli
- b. Conservation Programs – Bill Felts
- c. FITC – Brandie Herron
- d. SARA – John Barris
- e. NCCIFFF Rep. – Jim Berdan
- f. New Member Meeting – John Coldiron, Tim Landrus
 - John Coldiron reported the next new member meeting will be November 12

8. President-Elect’s Report – Vacant

- a. Membership – Rich Wilson
 - Rich informed us that four new members were signed up at this year’s Fly Fishing Specialties BBQ.
- b. ISE Update – Rich Wilson
- c. Raffle Boards – Rich Wilson
- d. Youth Programs – Gary Howard
- e. Annual Dinner – Beth Ison

9. 1st Vice-President’s Report – Laurie Banks

- a. Public Affairs – Ken Davis
- b. Library – Jim Kelley, Bill Montalvo
- c. Webmaster – Phoebe Larne
- d. Newsletter Editor – Chris Weiland
- e. Bittner Scholarship – Bill Felts
- f. Mentoring Program – Andy Penn

10. 2nd Vice-President's Report – Bob Larne

- a. Programs – Ken Giesser
- b. Outings – Bill Montalvo
- c. Tech Services – Carl Lang
- d. Coachman Program – Sam Yee
- e. Fly Tiers Exchange – Don Wallace
- f. Logo Sales – Glenn Yee, Morrie Weisbart
- g. Fly Tying Demonstration and Classes – John Daniels
- h. Refreshments – Beth Ison

11. Adjourn at 8:06 pm

Chris Weiland

Secretary

Attachment A

2015 CFFU Board Candidates as of 10/5/14

	Board Member	Position	Officer/Director
1	Vacant	Conservation Policy	Director
2	Vacant	1 st Vice President	Officer
3	Berdan, Jim	Treasure	Officer
4	Effa, Bob	Past President	Officer
5	Vacant	Public Relations	Director
6	Vacant	President	Officer
7	Felts, Bill	Conservation Programs	Director
8	Giesser, Ken	Programs	Director
9	Lang, Carl	Tech Thursdays	Director
10	Vacant	2 nd Vice President	Officer
11	Vacant	Outings	Director
12	Vacant	Secretary	Officer
13	Wilson, Rich	Membership	Director
14	Banks, Laurie	President-Elect	Officer

Attachment B

CFFU ACTION PLAN

Revised: 10-6-2014

POSITION/ACTIVITY/CHAIR/COMMITTEE: FISH IN THE CLASSROOM (FITC)

CHAIRPERSON NAME: Brandie Herron

DESCRIPTION/PURPOSE:

The Chairperson of the Fish in the Classroom (FITC) program is responsible for administering the program and coordinating improvements

TASKS AND ACTIVITIES:

1. Responsible to the Past President. Advise the Past President of major activities and issues.
2. **Records Management** - Develop and maintain a database to:
 - Inventory, label, and track C.F.F.U. owned FITC equipment including but not limited to aquariums, chillers, filters, insulation, and air pumps.
 - Maintain active teacher level at number of equipments available, holding up to 5 equipment sets for emergencies/ replacements. (An Active Teacher is defined as having an egg delivery during the current school year).
 - Ensure that Data Base (active teachers) list is kept current.
 - Track active teachers who are currently receiving steelhead and/or salmon eggs as part of the program.
 - Track all schools that are involved in the program
3. **Fiscal Management**- Monitor FITC budget and ensure that expenditures are within budget. All expenditures exceeding the board-approved budget must be approved by the Board of Directors prior to expenditure.
4. **Equipment Management**
 - Maintain Inventory of all equipment
 - o Annually retrieve, inventory and store all loaned equipment sets from teachers after Steelhead fish release.
 - o Annually track and deliver loaned equipment to teachers that request eggs and need equipment sets, in accordance with dates set forth in Paragraph 8 below.
 - o Develop a procedure to locate and collect equipment no longer in use, from inactive teachers, store and reassign all club owned equipment.
 - Maintain relationships with vendors and volunteers.
 - o Nova Tech - San Rafael chillers
 - o Gary Howard – Insulation fabrication
 - o Pet Stores – Under gravel filters, aquariums pumps, etc.
 - Ensure equipment inventory is adequate to meet project needs.
5. **Teacher Liaison** - Develop and maintain a List Serve to facilitate communications with active teachers.
6. **Fish and Wildlife Liaison** - Coordinate with Department of Fish and Wildlife staff for all FITC matters, including the Teacher Training in September and January.
 - Teacher Training – Coordinate and help administer training with Fish and Wildlife and other fly fishing clubs. Participate and follow-up as needed.
7. **CFFU Volunteer Liaison** –

- Notify and recruit CFFU members to volunteer for scheduled egg deliveries with sufficient notice for adequate volunteers.
- Ensure CFFU volunteers understand their responsibilities.

8. **Egg Delivery Management** – Coordinate with teachers and Fish and Game to determine who will receive eggs.

- Assemble teacher packages containing all required documents for egg deliveries.
- Provide teacher packages and instructions to egg delivery volunteers.
- Assign volunteers to count eggs into cups and prepare packets of fish food prior to arrival of egg delivery volunteers. Have squares of cheesecloth pre-cut for egg collection.
- Ensure photos are taken of annual FITC egg deliveries. Furnish these along with a report to the newsletter editor and the webmaster.
- Implement procedures to collect required documents from CFFU volunteers after each egg delivery.

RESOURCE REQUIREMENTS

COST

- 1.
- 2.
- 3.
- 4.
- 5.

APPROVED BY CFFU BOARD OF DIRECTORS: _____

CFFU BOARD OF DIRECTORS MEETING
Monday November 3, 2014
Final Minutes

Board Members present: Bob Effa, John Coldiron, Laurie Banks, Bob Larne, Chris Weiland, Jim Berdan, Bill Felts, Rich Wilson, Bill Montalvo, Ken Giesser, Ken Davis and Carl Lang

Board Members absent with excuse: Enea Antonicelli

Board Members absent without excuse: none

General Membership present: Beth Ison, Larry Coulter, Phoebe Larne, Buff Hendrickson, Chuck Honeycutt, Tim Au-Young and Rich Kendall

1. Call to order and adopt agenda – 6:30 pm

2. Approve Minutes of Last Meeting – Chris Weiland

- The minutes were approved with revisions on the Action Plan for Fish in the classroom from Laurie Banks

3. Treasurer's Report – Jim Berdan

- a. Status of Treasury
 - Jim reported that CFFU is 10% ahead of where we were last year.
 - Jim reported that preliminary results from the annual dinner have a net of \$7400.

4. President's Report – Bob Effa

- a. Report on Oct 11th President's Outing
 - Bob reported that the President's outing went well.
 - 22 people showed up for the event.
- b. Modifying the December members meeting to get all business conducted first and quickly
 - Bob Effa suggested flipping the order of the meeting, back to the old style format with the business portion first then the membership programs at the end of the evening for the December meeting.

5. Unfinished Business

- a. Updated List of Candidates for 2015 Board – Laurie Banks
 - Laurie provided an updated list of CFFU board candidates for 2015, see attachment A.
 - Phoebe will put the list of candidates on the website.
 - Bob Effa will announce it to the members at tomorrow's meeting and entertain additional nominations from the floor. Bob will send an email containing the list to all CFFU members and include it in the December newsletter. Voting will occur at the December members meeting.

6. New Business

- a. Report on Nov 1st Annual Dinner – Beth Ison and Jim Berdan
 - Sam Yee wants to find a new location and caterer for next year's Annual Dinner.
 - Beth stated that we need to book our current location, the Elks Lodge, immediately so we can secure a date in November 2015. She locked in the second Saturday in

November as a place holder. We don't have to make a deposit until February 1, 2015 or so.

- Beth suggested having a committee for the Annual dinner to delegate out the jobs and responsibilities.
 - John Coldiron suggested locking in our meeting place at Howe Park for 5 years so CFFU doesn't have to worry about how much money we have to make at each Annual dinner. We have a great deal for \$100 a month now and locking that in would relieve some worry about the future.
 - John also suggested making a five year plan for CFFU and some of the programs we take care of.
- b. Fish Derby – Tim Au-Young
- Tim asked for a budget of \$120 per year for the fish derby to cover expenses for ink cartridges, paper and other items.
 - Bob Larne suggested giving Forrest Oldham a certificate of recognition for his efforts with the fish derby. Bob noted that in past conversations with Forrest, Forrest has said he does not want reimbursement of expenses. He sees this as a contribution to CFFU.
 - Tim stated that if CFFU had not continued the fish derby, this event would not take place anymore.
 - Tim also asked about the placement of Fish Derby in the organization chart. The committee reviewing our organization chart will look at this.
- c. Announcing award winners from Annual Dinner – John Coldiron
- John suggested announcing award winners at the Annual Dinner at the general meeting for the benefit of those members that were not able to attend the dinner.

7. Past-President's Report – John Coldiron

- a. Conservation Policy – Enea Antonicelli
- b. Conservation Programs – Bill Felts
- c. FITC – Brandie Herron
- There is an egg delivery on November 13.
 - The three new tanks built from the grant money are built and delivered to the teachers.
- d. SARA – John Barris
- e. NCCIFFF Rep. – Jim Berdan
- f. New Member Meeting – John Coldiron, Tim Landrus
- John Coldiron stated that Tim Landrus will not be able to supervise the new members meeting on November 12.
 - Laurie Banks will fill-in for Tim for the November 12 meeting.

8. President-Elect's Report – Vacant

- a. Membership – Rich Wilson
- b. ISE Update – Rich Wilson
- The ISE show will be from January 8-11.
- c. Raffle Boards – Rich Wilson
- d. Youth Programs – Gary Howard
- e. Annual Dinner – Beth Ison

9. 1st Vice-President's Report – Laurie Banks

- a. Public Affairs – Ken Davis

- b. Library – Jim Kelley, Bill Montalvo
 - Bill reported that since they have some extra money, they will be taking suggestions for new items for the library.
- c. Webmaster – Phoebe Larne
- d. Newsletter Editor – Chris Weiland
- e. Bittner Scholarship – Bill Felts
 - Bill reported that the committee of Mike Wahl, Carl Lang and himself, in coordination with UC Davis, is starting the process of finding a candidate for the scholarship.
- f. Mentoring Program – Andy Penn

10. 2nd Vice-President's Report – Bob Larne

- a. Programs – Ken Giesser
- b. Outings – Bill Montalvo
- c. Tech Services – Carl Lang
- d. Coachman Program – Sam Yee
- e. Fly Tiers Exchange – Don Wallace
- f. Logo Sales – Glenn Yee, Morrie Weisbart
- g. Fly Tying Demonstration and Classes – John Daniels
- h. Refreshments – Beth Ison

11. Adjourn at 7:53 pm.

Chris Weiland
Secretary

Attachment A

2015 CFFU Board Candidates

Position	Member	Officer/Director
President	Laurie Banks	Officer
Past President	Bob Effa	Officer
President Elect		Officer
1 st Vice President	Chuck Honeycutt	Officer
2 nd Vice President	Craig McCulloch	Officer
Treasurer	Jim Berdan	Officer
Secretary	Phil Shipley	Officer
Conservation Programs	Bill Felts	Director
Conservation Policy	Keith Pfeifer	Director
Public Relations	Jim Walker	Director
Programs	Ken Giesser	Director
Tech Thursday	Carl Lang	Director
Outings	Rich Kendall	Director
Membership	Rich Wilson	Director

CFFU BOARD OF DIRECTORS MEETING
Monday December 1, 2014
Final Minutes

Board Members present: Bob Effa, Laurie Banks, Bob Larne, Chris Weiland, Jim Berdan, Richard Wilson, Bill Montalvo, Ken Giesser, Ken Davis and Carl Lang

Board Members absent with excuse: John Coldiron, Bill Felts and Enea Antonicelli

Board Members absent without excuse: none

General Membership present: Sam Yee, Larry Coulter, Phoebe Larne, Richard Kendall and Jim Walker

1. Call to order and adopt agenda – 6:25 pm

2. Approve Minutes of Last Meeting – Chris Weiland

- November's minutes were approved

3. Treasurer's Report – Jim Berdan

- a. Status of Treasury
 - Jim reported that we are about 3.5% ahead of last year.

4. President's Report – Bob Effa

- a. Project Healing Waters Fly Fishing - email from David Lipscomb
 - Bob Effa reported David Lipscomb contacted him about CFFU becoming involved with Project Healing Waters.
 - Bob Effa will pass along the information to Laurie Banks.
 - The Project requires at least one leader and could cost a fair amount of money.
 - The 2015 CFFU Board might deal with this request.
- b. Lance Gray Fly Fishing Symposium - Bob Effa and Ken Giesser
 - Lance Gray hosts this symposium on the Yuba River on February 18 for one day, free of charge for two club members only.
 - Ken Giesser proposed having Craig Williams and Jeff Howard do this clinic. He will ask these two if they would be willing to do the symposium.
 - The idea is that whoever attends the symposium would then share what they learn with fellow CFFU members through classes, on-the-water demonstrations or some other form.
- c. Leadership dinner - Bob Effa
 - Bob reminded the board that the leadership dinner will be held at 6:00 pm at Espanol on December 9 and asked for confirmation from the board members as to who would be attending.

5. Unfinished Business

- a. Discuss and Adopt Draft Budget for the 2015 Board – Jim Berdan
 - Jim reported the committee of Bob Larne, Laurie Banks and Jim had finished the budget proposal for 2015.
 - Youth Program's budget is down \$1000 from 2014 because of the closure of Big M fishery.
 - FITC's budget is increased \$300, from \$500 to \$800, because of the need to replace the styrofoam enclosures.
 - FITC has \$531 left from the grant they received earlier this year.
 - Motion 120114a: Bob Effa made a motion to accept the draft 2015 budget as proposed by Jim Berdan and the budget committee. Passed with unanimous yes vote. See attachment A.

- b. Presentation of Special Award Tomorrow Night – All
 - It was discussed that the award will be given to Jeff Howard after Gary Howard’s slide presentation.
 - All members of the board will go to the head of the room and Bob Effa will present Jeff with the award.
- c. Lapel Microphone – Ken Davis, Laurie Banks
 - Ken Davis did some research and found a Sennheiser XSW wireless lapel mike at Guitar Center for \$451.
 - We discussed the need to purchase the extended warranty coverage but found out that the lapel mike comes with a 2 year warranty. We decided that the add-on warranty would not be necessary. Ken reported that we have a month to decide if we want to add the extended warranty.
 - Motion 120114b: Laurie Banks made a motion to purchase the Sennheiser XSW 12 wireless presentation set for a price up to \$475. Rich Wilson seconded. Passed with unanimous yes vote.
- d. Discussion of Location of 2015 Annual Dinner – All
 - Sam Yee reported he had found some alternative sites and some different food caterers for next year’s Annual Dinner.
 - Sam suggested a couple new food caterers: Hickory Hanks, Texas BBQ, Big Al’s BBQ and Double Nickle BBQ.
 - Sam also suggested a couple of new venues for the upcoming Annual Dinner: Holiday Villa, California Auto Museum, and Asian Sports Foundation. Other places were discussed and board members will look into those other places discussed.
 - Laurie Banks stated that Meloney Welborn and Chuck Honeycutt have expressed interest in being on the Annual Dinner committee. The committee, along with Beth Ison, will meet and go to these suggested new venues and report back to the 2015 CFFU Board.
 - Bob Effa reminded the Board that Beth Ison has locked in a date at the Elks Club for next year’s Annual Dinner for the second Saturday in November 2015. We probably have one to two months to make a final decision and make a down payment to the Elks Club but someone on the 2015 dinner committee should call the Elks Club and confirm this.
- e. Committee Report on Review of Organization Chart – Bob Larne, Ken Davis, Chris Weiland
 - Tim Au-Young had suggested placing the Fish Derby somewhere on the Organization Chart.
 - Motion 120114c: Bob Larne made a motion to place the Fish Derby under President Elect in the CFFU Organization chart. Ken Davis seconded. Passed with unanimous yes vote.

6. New Business

- a. Update and Replace Tri-Fold Recruiting Document – Laurie Banks
 - Laurie Banks reported that she had obtained prices from different vendors and Staples had the best price for new tri-fold recruiting documents. The price would be \$389 for 2000 brochures.
 - The cost of the brochures would come out of the membership budget.
 - Laurie and Ken Davis will design the new tri-fold document and email it to some of the board members to proof read it before sending it to Staples for printing.
 - Motion 120114d: Laurie Banks made a motion to develop a new tri-fold recruiting document that Staples will print. We will receive 2000 copies that will be paid for out of the membership budget for 2014. Carl Lang seconded. Passed with unanimous yes vote.

7. Past-President’s Report – John Coldiron

- a. Conservation Policy – Enea Antonicelli
- b. Conservation Programs – Bill Felts
- c. FITC – Brandie Herron
- d. SARA – John Barris
- e. NCCIFFF Rep. – Jim Berdan
- f. New Member Meeting – John Coldiron, Tim Landrus
 - Bob Effa pointed out that the job for the new member meetings falls under the past president according to the action plan and asked if anyone would like to volunteer to take this over next year.
 - Laurie Banks volunteered to be the co-chair with Rich Wilson for the new member meetings.

8. President-Elect's Report – Vacant

- a. Membership – Rich Wilson
 - Rich reported that we have 304 members.
- b. ISE Update – Rich Wilson
- c. Youth Programs – Gary Howard
- d. Annual Dinner – Beth Ison

9. 1st Vice-President's Report – Laurie Banks

- a. Public Affairs – Ken Davis
- b. Library – Jim Kelley, Bill Montalvo
- c. Webmaster – Phoebe Larne
- d. Newsletter Editor – Chris Weiland
- e. Bittner Scholarship – Bill Felts
- f. Mentoring Program – Andy Penn

10. 2nd Vice-President's Report – Bob Larne

- a. Programs – Ken Giesser
- b. Outings – Bill Montalvo
- c. Tech Services – Carl Lang
 - Carl reported that the next clinic will be on the 18th of December and will be taught by Andy Guibord on tying striper flies.
- d. Coachman Program – Sam Yee
- e. Fly Tiers Exchange – Don Wallace
- f. Logo Sales – Glenn Yee, Morrie Weisbart
- g. Fly Tying Demonstration and Classes – John Daniels
- h. Refreshments – Beth Ison

11. Adjourn at 8:07 pm

Chris Weiland
Secretary

Attachment A

LINE ITEM	2014	CUMULATIVE		BALANCE	2015
	BUDGET	INCOME	EXPENSES		BUDGET
Annual Dinner	\$ 8,000.00	\$ 15,127.00	\$ 6,674.53	\$ 1,325.47	\$ 8,000.00
Annual BBQ	\$ 1,500.00	\$ 1,060.00	\$ 1,033.75	\$ 466.25	\$ 1,500.00
Annual Membership:			\$ -		
-Dues		\$ 5,891.25	\$ -	\$ -	
-Printing/Postage/Badges/Shows/Other	\$ 1,500.00	\$ -	\$ 998.46	\$ 501.54	\$ 1,500.00
Bank Fees	\$ 500.00	\$ -	\$ 338.77	\$ 161.23	\$ 500.00
Bittner Fund / Scholarship		\$ -	\$ -	\$ -	
-Donations (incl. w/ Donations-General)		\$ 500.00	\$ -	\$ -	
-Savings Account Interest		\$ -	\$ -	\$ -	
-Scholarship	\$ 2,600.00		\$ 2,600.00	\$ -	\$ 2,500.00
Coachman Program		\$ 50.00	\$ -	\$ -	
Conservation Programs:		\$ 1,500.00	\$ 2,125.00	\$ (2,125.00)	
-Policy		\$ -	\$ -	\$ -	
-Programs (AR Clean-up)	\$ 50.00	\$ -	\$ -	\$ 50.00	\$ 50.00
-Fish in the Class Room	\$ 1,500.00	\$ 1,120.00	\$ 849.73	\$ 650.27	\$ 800.00
-Dues - FFF	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ 500.00
-Donation, NCCFFF	\$ 100.00	\$ -	\$ -	\$ 100.00	\$ 100.00
-Dues - Cal Trout	\$ 100.00	\$ -	\$ -	\$ 100.00	\$ 100.00
-Dues - SARA	\$ 100.00	\$ -	\$ -	\$ 100.00	\$ 100.00
-Dues - Trout Unlimited	\$ 100.00	\$ -	\$ -	\$ 100.00	\$ 100.00
Donations - General		\$ 720.00	\$ 500.00	\$ (500.00)	
Fly Fishing Fair / Clinic	\$ 150.00	\$ -	\$ -	\$ 150.00	
Fly Tying Class	\$ 100.00	\$ 160.00	\$ -	\$ 100.00	\$ 100.00
Insurance	\$ 1,700.00	\$ -	\$ 1,630.00	\$ 70.00	\$ 1,700.00
ISE:		\$ 454.00	\$ -	\$ -	
-Booth Fee	\$ 750.00	\$ -	\$ 725.00	\$ 25.00	\$ 750.00
-Expenses	\$ 200.00	\$ -	\$ 20.00	\$ 180.00	\$ 200.00
-Raffle	\$ 100.00	\$ -	\$ -	\$ 100.00	\$ 100.00
Library	\$ 750.00	\$ 60.00	\$ 465.92	\$ 284.08	\$ 750.00
Logo Sales Table	\$ 1,250.00	\$ 1,185.50	\$ 833.20	\$ 416.80	\$ 1,250.00
Newsletter	\$ 400.00	\$ -	\$ 342.55	\$ 57.45	\$ 400.00
Officer's Expenses:		\$ -	\$ -	\$ -	
-President's Expenses (includes pins)	\$ 750.00	\$ -	\$ 437.40	\$ 312.60	\$ 750.00
-Secretary's Expenses	\$ 50.00	\$ -	\$ -	\$ 50.00	\$ 50.00
-Treasurer's Expenses		\$ -	\$ -	\$ -	
-Audit		\$ -	\$ -	\$ -	
-Tax Prep Fees (previous year); other fees	\$ 55.00	\$ -	\$ 45.00	\$ 10.00	\$ 55.00
-Stamps/Supplies/Software/Checks	\$ 125.00	\$ -	\$ -	\$ 125.00	\$ 125.00
Outings:		\$ -	\$ -	\$ -	
-Monthly Outings	\$ 100.00	\$ -	\$ 35.00	\$ 65.00	\$ 100.00
-President's Outing	\$ 1,500.00	\$ -	\$ 1,399.98	\$ 100.02	\$ 1,500.00
Programs - monthly	\$ 2,500.00	\$ -	\$ 2,000.00	\$ 500.00	\$ 2,500.00
Public Affairs		\$ -	\$ -	\$ -	
Refreshments	\$ 1,000.00	\$ 1,478.75	\$ 570.45	\$ 429.55	\$ 750.00
Rent and Storage Costs:		\$ -	\$ -	\$ -	
-Rent - General Meeting	\$ 1,200.00	\$ -	\$ 1,200.00	\$ -	\$ 1,200.00
-Rent - Church	\$ 450.00	\$ -	\$ 280.00	\$ 170.00	\$ 450.00
-Rent - PO Box	\$ 100.00	\$ -	\$ 92.00	\$ 8.00	\$ 100.00
-Rent - Storage	\$ 1,300.00	\$ -	\$ 1,265.00	\$ 35.00	\$ 1,300.00
Tech Services	\$ 1,000.00	\$ 370.00	\$ 645.56	\$ 354.44	\$ 1,000.00
Web Page		\$ -	\$ -	\$ -	
-Annual Web Fee	\$ 170.00	\$ -	\$ -	\$ 170.00	\$ 170.00
-Software/Other	\$ 200.00	\$ -	\$ -	\$ 200.00	\$ 200.00
Youth Program	\$ 1,500.00	\$ 206.00	\$ 75.00	\$ 1,425.00	\$ 500.00
Misc/Other Inc/Exp		\$ 31.35	\$ 902.76		
Totals	\$ 33,950.00	\$ 29,913.85	\$ 28,585.06		\$ 31,750.00