BRISTOL BAY
Regional Seafood Development Association

BBRSDA Board Meeting Minutes
September 30, 2025 – 9:00am PST
HER Connection Hub | Bellingham, WA

1. **Call to Order/Establishment of Quorum**
   Chairman Sabo called the meeting to order at 9:14am PST. Present were board members Andrew, Elwell, Johnson, Morgan, Niver, and Schonberg; member Buck Gibbons; and staff members Bursch, Dunn, and Machain.
   A QUORUM WAS ESTABLISHED.

2. **Member Comments**
   Member Buck Gibbons commented on the organization's history and current challenges, particularly regarding current consolidation in the industry. He requested to be involved in outreach discussions to address solutions for this and the Outreach Committee chair and board in general were supportive of this.

3. **Approval of Previous Minutes**
   a. **May 14, 2025**
      Johnson moved and Morgan seconded to approve the meeting minutes from May 14, 2025. **MOTION CARRIED WITH UNANIMOUS CONSENT.**

4. **Approval of Agenda**
   Elwell moved and Morgan seconded to approve the agenda with the addition of Board of Fish Administration motion under Outreach. **MOTION CARRIED WITH UNANIMOUS CONSENT.**

5. **Executive Director Report**
   The board reviewed the Executive Director's report, which highlighted recent activities including meetings with the National Fisheries Institute and discussions about seafood marketing and sustainability. Executive Director Dunn reported on marketing initiatives, including work with Edacious to analyze fish samples for micronutrients and metals, while Bursch discussed sustainability efforts including a grant application for additional fisheries

monitoring. The board also addressed personnel updates, including the backfilling of McNeil's role and the use of contractors.

6. **Program Updates & Committee Business**
   a. **Marketing Program**
   Dunn gave a verbal update on the transition since McNeil's departure. Currently contracting with creative and social contractors and have a new position posted for a program coordinator role to report to Bursch and support all programs.

   b. **Sustainability Program**
      i. **RFP for Sonar Project**
      The Sonar Project RFP will get shared and shopped around to solicit proposals from qualified proponents. The proposal intends to be broad enough to include sonar or other technology such as cameras for increasing the capacity and accuracy of counting fish passage in primarily (but not limited to) the Nushagak River. It was recommended to the full board by the Sustainability committee at the 9/16 meeting.

      Niver moved and Johnson seconded to approve the proposed Sonar Project RFP. The timeframe and budget determinations will be finalized at the November board meeting. **MOTION CARRIED WITH UNANIMOUS CONSENT.**

   c. **Quality**
   Staff to provide verbal update. The RSW apprenticeship final reports are due 10/1 and we have an upcoming meeting 10/9.

   Bursch gave a verbal update on current Quality programs, including the RSW apprenticeship programs that have final reports due in the next week. RSW Operator class schedules should be released soon and this will be pushed out to our members.

   d. **Outreach / Organization**
      i. **Drift fisherman Survey**
      The survey is live and was shared in our last newsletter. We look forward to promoting it to garner as many responses as

possible and making the findings available to the fleet as well as consider them in our decision making.

ii. **Board of Fish Topics**
Some of the important topics in this BOF cycle include considerations of the Nushagak King management plan, and commercial specific topics such as 32-foot limit, general district and dual permit operation.

1. **BOF Administrative Support**
Niver moved and Johnson seconded to approve administrative support for the upcoming Board of Fish session with a budget cap of $10,000 focusing on neutral logistical and administrative assistance without sending staff or taking positions on proposals. **MOTION CARRIED WITH UNANIMOUS CONSENT.**

iii. **Get Out the Vote Update**
Since we kicked off this effort at PME last year, BBRSDA has collected 361 people's contact information. Some we may have already had and some are not members. Upcoming efforts include our Bellingham member meeting, a letter going out kicking off the election and upcoming online election communications and reminders.

1. **Approval of Election Vendor**
Morgan moved and Elwell seconded to approve using Election Buddy as the official election vendor for 2025. **MOTION CARRIED WITH UNANIMOUS CONSENT.**

e. **Finance**

i. **Bank balances**
Machain gave a verbal update on the current cash position.

ii. **Ratify email vote approval of 2024 Audited Financials**
Morgan moved and Johnson seconded to ratify the email vote taken on September 22, 2025 approving the 2024 Audited Financials. **MOTION CARRIED WITH UNANIMOUS CONSENT.**

iii. **Review DRAFT 2024 990 Tax Return**
Morgan moved and Elwell seconded to approve the Draft 2024 990 Tax Return with discussed revisions. **MOTION CARRIED WITH UNANIMOUS CONSENT.**

iv. **Approval of Q2 2025 Financials**
Morgan moved and Niver seconded to approve the Q2 2025 Financial Statements as recommended by the Finance Committee. **MOTION CARRIED WITH UNANIMOUS CONSENT.**

v. **2025 Budget Allocations approved by EC**
Machain shared recently approved budget allocations shifting funds between expense lines. These were approved by the Executive Committee and include overall net-savings for 2025.

vi. **2026 Budget Strategy Discussion**
The Finance Committee has recommended starting with a break-even budget for 2026 to include a modest anticipated increase in assessment income. Meaningful projects can have funds allocated outside of the normal budget, if needed and approved. These can be looked at as investments.

Committees will be meeting and proposing program budgets between now and the November board meeting

7. **Miscellaneous Business**

8. **Future Meetings, Events, and Agenda Items**
November 17-22: Seattle Salmon Week
November 19, 2025: In-person Board Meeting, Seattle
November 20-22, 2025: Pacific Marine Expo, Seattle
November 21, 2025: In-person Member Meeting Luncheon, Seattle

9. **Executive Session**
Exited Executive Session at 12:03pm.

Andrew moved and Niver seconded to increase the 2025 legal budget by $50,000. **MOTION CARRIED WITH UNANIMOUS CONSENT.**

10. **Adjourn**

    Johnson moved and Morgan seconded to adjourn at 12:04pm AKT. **MOTION CARRIED WITH UNANIMOUS CONSENT.**

Total meeting time: 2 hours, 50 minutes

Board members in attendance: Andrew, Elwell, Johnson, Morgan, Niver, Sabo, Schonberg