

**2006 SOUTHEASTERN BRANCH - ESA ANNUAL MEETING, WILMINGTON, NC
EXECUTIVE COMMITTEE MEETING
BELLAMY ROOM – RIVERSIDE HILTON
SUNDAY, MARCH 5, 1:00 TO 5:00 PM**

1) Call to Order – Wayne Gardner, President SEB-ESA

The meeting was called to order at 1:05pm in the Bellamy Room of the Riverside Hilton, Wilmington, NC, Sunday, March 5, 2006. There were fourteen in attendance when the meeting was called to order. The President welcomed everyone to the meeting.

2) Reading of 2005 Minutes - Catharine Mannion, Secretary-Treasurer

Mannion stated that the minutes were posted on the website and were also available at the current meeting. President Gardner also emailed them to the Executive Committee on March 3, 2006, and provided copies at this meeting. Kring suggested that the member award nomination names be removed from the 2005 Executive Committee minutes posted on the website. Mullen made a couple typographical corrections on the minutes of the Final Business Meeting. Mannion stated the changes will be made and re-posted to the website. Mullen made a motion to suspend reading of the minutes and to adopt the minutes as published on the web with the above corrections. Buntin seconded the motion and it passed on voice vote.

3) Committee Reports:

Program Committee – David Buntin, Chair.

Report submitted electronically to President Gardner. Report submitted as follows:

Committee members included Tracie Jenkins (GA), Dan Suiter (GA), Karen Vail (TN), Joe Funderburk (FL), and Eric Riddick (MS). The 2006 program has a full and rich schedule of papers representing a diversity of subject areas and sub-disciplines in entomology. The number of presentations is down from previous years, 146 total presentations in comparison to 180 in 2005 and 186 in 2004. Of the total 146 presentations, 112 are oral presentations (including 9 M.S. student competition presentations and 10 Ph.D. student competition presentations) and 44 are posters presentations (5 M.S. student competition posters and 7 Ph.D. student competition posters). Symposia included in the program include:

1. Student Symposium, organizers Matt Bertone (NCSU) and Greg Wiggins (Tennessee)
2. Turf and Ornamental Pest Management, organizers David Held (MSU) and Ron Oetting (Georgia)
3. Vegetable Insect Symposium, organizer Alton Sparks (Georgia)
4. Honey Bee Biology and Management, organizers David Tarpy and Christina Grozinger (NCSU)
5. Systematics and Insect Biodiversity in the SEB, organizers Floyd Shockley (UGA) & Brian Wiegmann (NCSU)
6. Small-Fruit IPM, organizer Raymond Hix (Florida A&M).

The Fall Armyworm Symposium was scheduled for 2006, but only two papers were received. The symposium was not held; these papers were transferred to the contributed paper session. 2006 was an off-year for the Household and Structural Insect Symposium. The call for papers deadline was November 15, but papers were accepted until the second week in January. Mike Caprio hosted and coordinated the paper submission website. Don Berger posted the program on the SEB website. The preliminary program was posted on the SEB website on January 18, 2006, and the final program was posted on February 22, 2006. The final program was sent to the printer in Auburn, AL on February 23, 2006. The committee is grateful to Art Appel and Mickey Eubanks for their assistance in getting the program printed. One item of note is that several students failed to check the appropriate student competition session when submitting their presentations on-line. The online submission form may need modification to clearly direct students to the proper session.

Discussion regarding the report Program Committee report: Buntin also noted that he used Publisher for the program and that that worked very well. Mannion suggested that Don Berger be acknowledged for his efforts on maintaining the website in the Resolutions. There was discussion about which year the member and student awards are acknowledged and it was suggested that it be stated clearly in the guidelines.

Gardner called for a motion to accept the report; Williams made the motion; Brewer seconded.

Student Affairs – Matt Bertone, Chair

Report submitted electronically to President Gardner. Report submitted as follows:

Committee members were Jim Young (GA), Latha Bommireddy (LA), Clint Allen (AR), Sandra Woolfolk (MS), Mark Melder (SC), Nathan Burkett (AL), Greg Wiggins (TN), Sonja Swiger (FL)

Insect Photo Salon: Matt Bertone (NC State University) and Mark Nelder (Clemson University) are the Insect Photo Salon coordinators this year. Entry submission format is as in the two previous years with several categories being recognized (Arthropods in Action, Artistic, Traditional Macro and Photomicroscopy). All submission information that had previously been outlined on the Clemson server is now available on the SEB-ESA website (<http://n-fl-bugs.ifas.ufl.edu/SEB/06mt/SEESA/photosalon.htm>). The committee will meet on Sunday, March 5 (3:00 – 5:00 PM) to judge the winners of each category and overall winner. During the awards luncheon, the coordinators would like to run a slide show to show all submissions.

Linnaean Games: Eight universities in our branch (North Carolina State University, Clemson University, University of Florida, University of Tennessee, Auburn University, University of

Arkansas, Mississippi State University, and University of Georgia.) will be participating in the competition. The competition will be held on Monday, March 6 (5:00 – 7:00 PM). The moderator will be Ron Kuhr (Professor Emeritus; NC State University) and the judges will be Wayne Gardner (SEBESA President; University of Georgia), Richard Sprenkel (SEBESA President Elect; University of Florida) and Catharine Mannion (SEBESA Secretary Treasurer; University of Florida). The issue of replacing the Linnaean Games traveling trophy has been resolved, by purchasing a plaque (12”x15”) containing 24 years’ worth of name plates. This plaque will be the new traveling award, and will go with the winning school each year. The issue of what to do with the old trophy still needs to be resolved. This issue will be discussed at the Student Affairs Committee meeting on Sunday, March 5th 2006.

Student Symposium: The student symposium will be held on Tuesday, March 7 (1:30 - 4:20 PM). The topic is “Techniques in Insect Illustration and Imaging”. Matt Bertone (North Carolina State University) and Greg Wiggins (University of Tennessee) are the organizers. The speakers are Joel Floyd (USDA-APHIS-PPQ; Riverdale, MD), Michael Williams (Auburn University), Jung-Wook Kim (North Carolina State University), Alison Schroeer (Schroeer Scientific Illustration, Chapel Hill, NC), and Keith Douce (University of Georgia). Each speaker will speak for 30 min with additional 5 min discussion period.

Job Placement Center: Employers were invited to submit position announcements in Job Placement Center by bringing the announcement to the meeting or by sending it via e-mail to the Student Affairs Committee Chair. Three job announcements were sent via e-mail. Those seeking employment were encouraged to bring their CVs to the center. The center will be open during the meeting.

Discussion regarding the Student Affairs report: Bertone noted that approximately 50 photos were submitted to the photo salon. Mullen suggested that both Linnaean Team winners should be put on the traveling plaque. Bertone offered some suggestions on the retirement of the Linnaean Game Trophy which included giving it to the school with the most wins. Bertone stated that there is approximately 15-20 years represented on the trophy. Bertone also noted that he is attempting to standardize the way to handle the awards give out by the Student Affairs Committee by giving a plaque to the school and certificates for the team members.

Gardner called for a motion to accept the report; Sprenkel made the motion; Hale seconded.

Local Arrangements Committee – Sterling Southern, Chair.

Report submitted electronically to President Gardner. Report submitted as follows:

The Local Arrangements Committee (LAC) for the 2006 SEB meeting consisted of Mark Abney, Jack S. Bacheler, Matt Bertone, Rick L. Brandenburg, James D. Harper, Pat O’Leary,

Linda W. Southern (Associates program), David R. Tarpy, Edward L. Vargo, Wesley D. Watson, and Brian M. Wiegmann. In addition to formal members of the committee, Pat Bacheler, Micou M. Browne, and Rebecca Guiditta have provided valuable assistance to the Branch in the organization and conduct of the meeting.

Prior to the 2005 meeting, the Hilton Wilmington Riverside in Wilmington, NC had been selected as the meeting site for the 2006 meeting. The basic contract with the Hilton Riverside was finalized on Jan. 3, 2005. Beginning in May, 2005, the LAC began to develop a potential donors list and contacts for each organization/company. This list was based on donors for the previous (2005) Branch meeting and suggestions by committee members. Contacts were made by phone, letter, and/or e-mail. Special attention was given to organizations/companies with headquarters or a major presence in North Carolina. A total of 31 organizations/companies were contacted. To date we have received positive responses from 12 companies: Arysta Life Science - \$2,000, BASF - \$5,000, Bayer CropScience - \$1,500, Bayer Environmental Science - \$1,500, Cerexagri - \$500, Cotton Incorporated - \$1,500, DuPont - \$250, Dow - \$250*, FMC - \$300, Monsanto - \$3,000*, National Cotton Council - \$1,000**; and Syngenta - \$1,500 (*Firm promise, but funds not yet in hand; ** Tentative)

The LAC has located and will supply to the meeting all computers, projectors, power strips, and extension cords needed for the conduct of the meeting. It will be necessary to rent from the host hotel some screens, all podia and microphones, risers for the Linnaean Games and Awards Luncheon. N. C. State University, Dept. of Entomology will supply two individuals to help with registration. In addition, the Department will provide a computer and printer as a backup to those provided by Catharine Mannion. N. C. State University, Dept. of Entomology will provide additional signage to supplement that passed on by the previous LAC.

An Associates program has been organized under the leadership of Linda Southern. Welcoming gifts have been obtained from the N. C. Dept. of Agriculture and Consumer Services. A guided walking tour of historic Wilmington has been organized for Monday morning, a tour of Screen Gems Studios has been organized for Monday afternoon, and a tour of the Battleship North Carolina Memorial has been tentatively organized for Tuesday afternoon. A hospitality room in the hotel has been reserved for Monday and Tuesday and will serve as the location for an Associate's breakfast on each of these days.

Sterling Southern, Linda Southern and Pat O'Leary met on Feb. 24, 2006 with representatives of the Hilton Riverside to finalize room set-up, AV needs and meal/food functions.

Issues for consideration by the Branch and future Local Arrangements Committees:

- a. It would be very useful if the Branch could arrange to accept credit cards – perhaps in conjunction with the national organization. At least one sponsor has asked to pay by way of credit card.

- b. Future committees are alerted to a trend among hotels to tack on an additional charge for almost every conceivable item (extra tables, microphones, podia, risers, etc.). These charges may not be made obvious when negotiating for the basic space. It may be possible to include such charges in the basic negotiation (we did not, unfortunately).
- c. Future committees are alerted to the need to begin sponsorship solicitation at least nine months prior to the meeting.

The Chair of the 2005 LAC thanks Clarence Collison (previous LAC Chair), Sec.-Treas., Catharine Mannion, and President Wayne Gardner for their valuable guidance and Program Committee Chair, David Buntin for his cooperation in organizing the 2006 meeting.
Budget for LAC, 2006 meeting

Income					
Source					
SEB-ESA	\$18,500				
Excess contributions (in hand)	\$ 6,550				
Excess contributions (firm promise)	\$ 4,750				
Excess contributions (tentative)	\$ 1,000				
Total (firm)	\$29,800				
Total (potential)	\$30,800				
Budget					
Expense (# participants)	Sunday	Monday	Tuesday	Wednesday	Total
Room charges	275	125	125	125	650
Microphones, podia, etc.	0	365	425	200	990
Misc.		200	200	50	450
Breakfast (200)		2,544			2,544
Mon. AM Break (250)		1,510			1,510
Mon. PM Break (275)		1,800			1,800
Reception/Mixer (275)		10,436			10,436
Tues. AM Break (250)			1,800		1,800
Awards Luncheon (275)			5,528		5,528
Tues. PM Break (225)			1,300		1,300
Total budgeted					26,738

Associates Program					
Room charges		50	50		100
Assoc. Breakfast (15)		191	191		382
Assoc. Program		180			180
Assoc. gifts		200			200
Total budgeted					862
Total Program					
Total budgeted					\$ 27,600

Gardner called for a motion to accept the report; Mullen made the motion; Brewer seconded.

Nominating Committee – Doug Streett, Chair

Report submitted electronically to President Gardner. Report submitted as follows:

Committee members: Eileen Buss (FL, university), Jeff Dobbs (GA, Industry), Jerome Hogsette (FL, government), David Riley (GA, university), Melissa Willrich Siebert (MS, Industry)

A copy of the Southeastern Branch guidelines for the Nominating Committee was distributed to the committee on May 26, 2005 with a request that the members begin to identify potential nominees for the offices of President-Elect and Member-at-Large to the Executive Committee. Nominees for the Secretary-Treasurer were not immediately identified because the office was a three-year position that normally would have had an election in 2005. The Chair requested names of potential candidates from the Nominating Committee on September 22, 2005. The Chair received the names of at least three potential candidates for each office. The Chair then prepared a list of names of the potential candidates for each office and submitted the lists to the Nominating Committee for ranking by preference on October 19, 2005. The Chair received the rankings for each Office from each Nominating Committee member and tallied the votes. The Membership Director of the ESA was contacted to determine whether the selected candidates were members in good standing. All selected candidates were members of the Society, and the Chair contacted each selected candidate to again obtain their consent to serve. Biographical data were also requested at that time from each candidate. The Nominating Committee was sent the voting tally on October 24, 2005, and the President and Secretary-Treasurer of the SEB-ESA were notified of the candidates listed on the ballot. A letter was sent to each of the other recommended candidates not receiving the highest preference ranking thanking them for their willingness to be considered for the nomination. Since the Secretary-Treasurer position had not been filled in 2005, it had been proposed that the current Secretary-Treasurer run unopposed for the position. This decision was later reconsidered as per our By Laws requirements, and we identified two candidates to run for the Secretary-Treasurer position on January 4, 2006. The resume of the incumbent and a potential candidate

were sent to the Secretary-Treasurer on January 19, 2006. Ballots were mailed to the membership in February. All votes will be tallied at the annual meeting in Wilmington with results announced at that meeting. Finally, as Chair, I would like to thank the President for the opportunity to serve and the members of the Nominating Committee for all of their efforts this past year. It has been a great experience working with all of the members of the committee.

Discussion regarding the Nominations Committee report: It was suggested that Sprenkel contact Hinkle or Streett for names of potential candidates for national office

Gardner called for a motion to accept the report; Mullen made the motion; Sprenkel seconded.

Member Awards Committee – Amanda Hodges, Chair

Report submitted electronically to President Gardner. Report was presented by Gardner and submitted as follows:

Committee Members: David Boyd (USDA-ARS, MS), John Bernhardt (AR), Wayne Brewer (AL), Steve Murphree (TN), Steve Toth (NC)

Congratulations to our SEB members who were national ESA winners!

ESA Award for Excellence in IPM - Dr. James F. Walgenbach, NC State University

ESA Recognition Award in Urban Entomology - Dr. Eric P. Benson, Clemson University

As Chair of the SEB Member Awards Committee, I am reporting on award nominations processed in the summer and fall of 2005. The SEB-ESA can select annual winners for the following 8 awards: ESA Award for Excellence in IPM*, ESA Recognition Award in Entomology*, Recognition Award in Urban Entomology*, Recognition Award in Insect Physiology, Biochemistry, and Toxicology, Distinguished Achievement Award in Extension, Distinguished Achievement Award in Regulatory Entomology, Distinguished Achievement Award in Teaching, Distinguished Service to the Certification Program Award (Never awarded in SEB) (an asterisk indicates that one or two plaques may be needed).

By September 1, 2005, a total of 11 nominations were received for SEB-ESA members from 5 award categories (listed below). There were no nominations within the categories of the (1) Recognition Award in Insect Physiology, Biochemistry, and Toxicology, (2) Distinguished Achievement Award in Regulatory Entomology and (3) Distinguished Service to the Certification Program Award. The 2005 SEB Member Award winners to be recognized in March 2006 are:

SEB ESA Award for Excellence in Integrated Pest Management,

Dr. Norman Leppla, University of Florida

SEB ESA Recognition Award in Entomology,

Dr. David Buntin, University of Georgia
SEB ESA Recognition Award in Urban Entomology,
Dr. Ed Vargo, North Carolina State University
SEB ESA Distinguished Achievement Award in Extension,
Dr. Keith Douce, University of Georgia
SEB ESA Distinguished Achievement Award in Teaching,
Dr. Joseph McHugh, University of Georgia

2005-06 Activities: On June 14, 2005, I e-mailed department heads and others in a “Call for Nominations for SEB Member Awards”. In this correspondence and other messages, I also reminded previous award winners that their packets would be submitted to the ESA national awards by July 1, 2005. I corresponded individually as well with all of the winners awarded at the 2005 meeting, and several provided updated material for award submission. I submitted all materials to ESA by the July 1, 2005 deadline. On June 30, 2005, I e-mailed department heads, award chair heads, and others a reminder for a “Call for Nominations for SEB Member Awards”. A reminder concerning the submission of the national ESA award information was included, and the deadline for SEB-ESA member awards was corrected to September 1, 2005 (from August 1, 2005 in the previous message) per SEB ESA guidelines. On June 14 and 21, 2005, I e-mailed updates for the SEB ESA member awards webpage to Don Berger, University of Florida. In June, July, and August, 2005, I answered miscellaneous questions via e-mail and phone from submitting institutions regarding member awards nominations policies, etc. On September 1, 2005, all nominations were received and CD’s with nominee information were prepared for committee members. On September 19, 2005, I received the final member awards committee list from Dr. Wayne Gardner, SEB ESA president. On September 21, 2005, I e-mailed an updated committee roster to Don Berger, University of Florida for the Member Award Web. On September 24, 2005, I e-mailed all SEB-ESA committee members information regarding the CD’s they would be receiving with member award information. Instructions on scoring candidates were also provided. I requested that responses be sent to me by October 21, 2005. CD’s were mailed immediately. I corresponded with committee members on an individual basis as questions arose concerning their committee responsibilities. On October 14, 2005, I e-mailed a reminder to the SEB ESA member awards committee regarding scoring of the member awards. On October 21, 2005, I immediately compiled results and sent them to the committee. There were no objections to the results. Several committee members commented that the quality of nominees for this year was extremely high, and hopefully, these candidates will consider resubmission of packets in future years. On October 21, 2005, I e-mailed results to Dr. Wayne Gardner (President) and Dr. Catharine Mannion (Secretary/Treasurer). On October 22-23, 2005, I e-mailed award winners and nominating individuals of their award status. I also requested a brief biography and black and white photo from each award winner for the program. On October 22-23, 2005, I e-mailed nominees that were not selected. I encouraged nominees to resubmit their packets next year. All candidates were high quality. In January 2006, I corresponded with Dr. Dan Suiter (Program Committee member) in regards to the biographies and photos for the program. I sent reminders to

awardees who had not yet submitted this information. On February 28, 2006, I completed my committee report.

Overall, it might be helpful to have new committee members identified and all web updates completed by May (prior to the call for nominations). Yearly updates on a contact list for member awards could be helpful for incoming chairs. I copied the correspondence sent from the previous chair (Donn Johnson), but a list of contacts in regards to soliciting nominations for awards could be helpful. The committee could review the list and determine if there are any gaps in representation. For example, we could attempt to do more to recruit non-land grant universities administrators in regards to the regulatory award. The website works well for distributing information concerning the awards.

Discussion regarding the Member Awards report: Brewer remarked how disappointed he was at the number of nominations not only for this year but also for numerous past years. He questioned if there is only one candidate, are they really the most deserving of that award. There needs to be more done in encouraging members to nominate. Sprenkel stated he will make an effort to encourage department chairs/heads to make nominations. Williams suggested that an email blast to the membership be sent to encourage nominations. Lettice stated that the recently added chat area to the ESA website might be a place to encourage nominations.

Gardner called for a motion to accept the report; Kring made the motion; Hale seconded.

Student Awards – Frank Hale, Chair

Report submitted electronically to President Gardner. Report was submitted as follows:

The Student Awards Committee was composed of nine members for 2005-2006. The members were Henry Fadamiro (AL), Allen Szalanski (AR), Gerry Carner (SC), Greg Hodges (FL), Wes Watson (NC), Phillip Roberts (GA), Jarrod Leland (MS), and T. Eugene Reagan (LA). The committee really worked together throughout the year and represented the society well. Our first task was to judge the John Henry Comstock Award for the outstanding Ph.D. student. All of the nominees were exceptional with the award going to James W. Austin. The next student award competition was the Kirby L Hays Award for the outstanding M.S. student. Karen E. Nix was selected as the winner. Melissa Willrich Siebert with Dow AgroSciences LLC requested a list of all student award nominees for the Comstock and the Hays awards for their recruiting efforts. I contacted the ESA headquarters and asked permission. I was given permission as long as I asked the permission from each nominee, which I did.

In preparation for the SEB-ESA annual meeting, students in the M.S. and Ph.D. display and oral presentation competitions were contacted if they were not listed as current student ESA members in the SEB. Student Awards Committee members were asked to be on judging teams

of five to judge the student competitions at the SEB-ESA Annual Meeting. Additional judges were solicited by the committee members. The award winners will be announced at the Awards Luncheon on Tuesday March 7 for the Robert T. Gast Award (outstanding Ph.D. oral presentation), Southeastern Branch Student Award (outstanding M.S. oral presentation), Outstanding Ph.D. Student Display Presentation, and the Outstanding M. S. Student Display Presentation.

Discussion regarding Student Awards report: One M.S. and two Ph.D. competition papers were withdrawn. Hale stated they were still trying to line up a few judges, but overall were very close to having the judges they needed.

Gardner called for a motion to accept the report; Williams made the motion; Brewer seconded.

2007 Meeting Location and Time - Jerome Grant, Chair.

Report given by Frank Hale. Report submitted electronically to President Gardner. Report was submitted as follows:

The Members of the Meeting Location and Time (2007) Committee are Jerome Grant (Chair), Frank Hale, and Cletus Youmans. At the 2005 SEB, ESA Meeting in Tunica, Mississippi, the Committee proposed two locations for the 2007 Meeting (Knoxville [in eastern Tennessee] and Nashville [in middle Tennessee]) and asked the membership to provide input, comments, etc. Based on comments received, Knoxville was selected as the site of the 2007 SEB, ESA Meeting. The dates of the 2007 meeting are March 4 - 7. The dates were selected based on availability of hotel rooms/meeting facilities and to avoid conflict with meeting dates with other Branches of ESA. Catharine Mannion and Jerome Grant contacted other branches to ensure that our dates did not conflict with the dates of their 2007 meetings. The Crowne Plaza in downtown Knoxville was selected as the meeting headquarters hotel at a rate of \$89.00/night (1-4 people/room). Parking will be complimentary for hotel guests. The facility has many nice amenities including a two-story, 3,000 sq ft gym with indoor swimming pool. The hotel staff will accept our tax-exempt number which will eliminate our (SEB, ESA) payment of sales tax. The Knoxville location will provide many opportunities for outside activities – possible adventures range from skiing/snow boarding in Gatlinburg on Tuesday evening (after the Business Meeting) to a Field Trip to the Great Smoky Mountains National Park on Wednesday. Because of the proximity of the National Park, the Local Arrangements Committee plans to work closely with the Program Committee to develop some sessions to appeal to non-members and increase attendance at the meeting.

Discussion regarding 2007 Meeting Site and Location report: None

2008 Meeting Location and Time – Amanda Hodges, Chair.

Report given by Leppla. Report submitted electronically to President Gardner. Report as submitted:

Committee Members: Julieta Brambila (USDA-APHIS-PPQ), Eileen Buss (University of Florida), Rob Meagher (USDA-ARS), and Norman Leppla (University of Florida)

During Fall 2005, Dr. John Capinera announced to the Entomology/Nematology faculty at the University of Florida (during a regularly scheduled faculty meeting) that the SEB-ESA meeting would be in Florida in 2008. All interested faculty were invited in commenting and participating in this committee. Drs. Eileen Buss and Norm Leppla agreed to serve on the committee with me (Amanda) as chair. Julieta Brambila and Dr. Rob Meagher had indicated an informal interest in serving on this committee during the 2005 SEB-ESA meeting. I re-confirmed Julieta's and Rob's interest and availability in serving on this committee during January/February 2006. The Committee met on February 16, 2006, to discuss possible meeting times and locations for the 2008 SEB-ESA meeting in Florida. The committee agreed that Sunday, March 2-Wednesday, March 5, 2008 would be the best time for the meeting. Prior to the first SEB-ESA meeting, Catharine Mannion (SEB-ESA Secretary-Treasurer) was contacted concerning some typical logistical considerations of the meeting (average numbers of participants, typical meeting revenues, and number of breakout rooms needed). Also, committee members were informally in contact with one another to discuss potential meeting sites prior to the committee meeting.

Committee members discussed several meeting site choices. Gainesville, FL was selected as a first choice for the meeting site primarily due to its close proximity to several entomologically-related activities or resources including: the Butterfly Rainforest, the Florida State Collection of Arthropods, the University of Florida, and the USDA-ARS-CMAVE lab. Other local attractions include the Florida Museum of Natural History, Art Museum, Phillips Center of Performing Arts, and Kanapaha Gardens. Several interesting state parks, springs, and other attractions are also nearby. The committee thought that it might be possible to incorporate some optional insect collecting trips into the meeting with the Gainesville, FL location. Additionally, the committee would like to immediately begin working with the 2008 Program Committee, as several ideas for the program have been brought to the attention of the our committee. It will also be essential that this committee work closely with the Program Committee in order to ensure that enough breakout meeting rooms, etc., are available. Some negative aspects of Gainesville, FL were also discussed. Gainesville does have a regional airport, but it's not as cheap to fly into Gainesville as some of the major cities in Florida. Also, conference facility price limitations in Gainesville will also be a consideration. At this time, we are not eliminating other locations as options. Price might be a primary consideration.

Other locations that were discussed include the following: Orlando, Tampa, Jacksonville, or a

location in the Florida panhandle. In the next few months, committee members will continue to investigate lodging/conference options in Gainesville, FL. Other cities will also be considered on a price-based comparison. I will also contact other recent LAC chairs for advice on some of these issues. The Committee would like to finalize a hotel contract no later than summer/early fall 2006. We suggest that a Program Chair for the 2008 be immediately selected so that communications between these two committees can begin. Please send comments or thoughts on the 2008 SEB ESA LAC suggestions to me, Amanda Hodges at achodges@ufl.edu

Discussion regarding 2008 Meeting Site and Location report: It was noted that early March is the peak time for hotels in Florida which can, therefore, be expensive. The committee would really like some input. Williams commented that Orlando would be the best bet for deals on hotel rooms based on previous meetings he attended. Mullen asked how practical would it be to do field trips to Gainesville. Williams met at the Radisson in Kissimmee recently which had a very reasonable room rate. Leppla asked about potential beach locations. Kring asked about Orange beach. It was commented that Destin was a good location for a previous meeting. Hale commented that most attending the meeting are driving so the hotel price is important. Leppla asked about the importance of having places in walking distance from the hotel. Gardner thinks it is more attractive to have places in walking distance. Leppla commented that the cost to fly into Gainesville can sometimes be high, but not necessarily. Mullen asked about Jacksonville as a potential location. Leppla stated that he thought Orlando is more acceptable than Jacksonville. Leppla stated the committee will focus on Orlando or in the panhandle.

Archives – Don Alleman, Chair.

Report given by Gardner. Report submitted electronically to President Gardner. Report as submitted:

All archived materials for the SEB are currently stored at my home in Greensboro, NC. These consist of 8 file boxes of correspondence and other documents. Relative to this archived material, I contacted Chris Stelzig and Lisa Spurlock of ESA Headquarters in May 2005 seeking information on possible retention of these records. I learned from these communications that ESA has a file retention policy and sends their archived documents (minutes, programs, audits, financial statements) to the Iowa State University library where these materials are stored. However, there is no file retention policy in effect for the ESA Branches. I recommend that I be charged with thoroughly purging our archived records, discarding all routine correspondence concerning committee assignments, etc., that are captured in the annual meeting programs. I also recommend that we retain any specific financial data, copies of annual meeting programs, and any other unique correspondence. And, I further recommend that I send the archives to the library at Iowa State University or to a suitable library within our Branch for storage and management.

Discussion regarding Archives report: Mullen asked if Alleman has all the records. Gardner stated that he did not know how many years he has. Lettice commented that President Gilstrap has started a committee to look at archiving and maybe Alleman should have a discussion with regarding this committee.

Gardner called for a motion to accept the report; Williams made the motion; Kring seconded.

Nominations for National Office – Richard Sprenkel, Chair.

By-Laws – Tim Kring, Chair.

The following proposed amendments to the Constitution and By-Laws of the Southeastern Branch of the Entomological Society of America are intended to allow for use of electronic communication as an alternative to communication by traditional paper mail in conducting business of the society. Changes are written to allow either email communication or web posting or use of web forms (e.g., web-based elections). Changes also reflect that the national association will be responsible for ballot tabulation. These changes are consistent with those enacted by the national organization. Additionally, time lines for notifications were set in days prior to the annual meeting instead of having notifications tied to other events (e.g., distribution with the Call for Papers). This time was set to 60 days, which I believe gives members more than adequate time for serious consideration of how to vote on an election or an amendment change. The 60 day period is shorter than we functionally have now (currently it is with the "Call for Papers", which varies greatly, but is at least 90 days before the meeting). Finally, a small number of housekeeping changes are suggested (typographical error).

Changes to the Constitution take nearly 2 years to make. Any proposed amendment is voted on at a Final Business meeting, and if it passes, it goes to all members for a vote. The vote is tallied and then announced at the subsequent final business meeting. The changes proposed below only shorten this by 1-2 months. By-Laws changes can be made in a single year. The proposed amendment is voted on by members at a Final Business meeting, and that vote is binding. The changes proposed below shorten this period by 1-2 months.

Each proposed amendment to the Constitution and to the By-Laws follow, showing the current text with proposed alterations. Deletions are marked by a ~~strikethrough~~ and additions are **boldfaced in a red font**.

Proposed Constitutional Amendments

Constitution Article X. Amendments

Section 1.

Proposed Changes: Following arrival at a consensus, the Executive Committee shall ~~forward~~

make available each proposed amendment, along with its recommendation for approval or disapproval, ~~to be printed and distributed to the members of the Branch with the "Call for Papers" for~~ **in electronic or printed form at least 60 days prior to** the next annual meeting. The proposed amendments shall be placed on the agenda for the Final Business Meeting.

Constitution Article X. Amendments

Section 3.

Proposed Changes: At the Final Business Meeting, the President or his/her designee shall read the proposed amendment(s) and state the question of its/their adoption. The question to adopt shall be debatable, but no motion to amend shall be in order which is outside the scope of the proposed amendment(s) to the Constitution. If two-thirds or more of the members present and voting favor the proposed amendment(s) to the Constitution, it/they shall be submitted to the members of the Branch for approval by ~~mail~~ **electronic or printed** ballot as provided in Section 4; otherwise it/they shall not be adopted.

Constitution Article X. Amendments

Section 4.

Proposed Changes: Proposed amendments to the Constitution which have been approved in accordance with Section 3 by members present and voting at the Final Business Meeting shall be ~~printed and distributed~~ **made available** in ballot form (**electronic or printed**) to the members of the Branch no later than ~~the mailing containing the annual meeting program and the ballot for election of officers~~ **60 days prior to the next Final Business Meeting.**

Constitution Article X. Amendments

Section 6.

Proposed Changes: ~~Ballots~~ **Election results** received by the Secretary-Treasurer shall be ~~tabulated~~ **verified** at the annual meeting by the Nominating Committee, and the results shall be announced at the Final Business Meeting. If two-thirds or more of the ballots written cast favor the proposed amendment(s), it/they shall be adopted; otherwise it/they shall not be adopted.

Proposed By-Laws Amendments

By-Laws Article II. Officers and Executive Committee - Duties and Election

Section 4.

Proposed Changes: The Secretary-Treasurer shall serve as business officer for the Branch, keeping the accounts and records of the Branch. He/she will be responsible for the ~~printing and distribution to the Branch membership of the "Call for Papers", pre-registration forms~~ **information**, programs, ballots, and any other materials necessary to the business of the Branch; be in charge of pre-registration and on-site registration for the annual meeting; and report annually to the membership of the Branch the fiscal status of the Branch, having all accounts audited at the annual meeting by a Committee appointed by the President. He/she shall prepare an annual Branch budget for consideration first by the Executive Committee and finally by the membership at the Final Business Meeting. He/she ~~shall furnish a suitable fidelity bond, the premium for which will be paid by the Branch;~~ and may receive remuneration for personal expenses incurred in pre meeting site visits and while attending Branch meetings, subject to approval of the President. Eligibility of the incumbent for re-election shall be limited to a second term. The election of the Secretary-Treasurer shall take place one year in advance of the date he/she takes office. The successful candidate shall be designated Secretary-Treasurer-Elect during the year following election.

By-Laws Article II. Officers and Executive Committee - Duties and Election

Section 7.

Proposed Changes: The Officers and the Members-at-Large to the Executive Committee shall be elected by written ~~mail~~ **or electronic** ballot which shall be ~~distributed with the annual meeting program~~ **made available no later than 60 days prior to the annual meeting**, except for the ~~B~~ballot to elect the Representative to the Governing Board. Ballots cast by the

membership shall be mailed or delivered to the Secretary-Treasurer seven days prior to the date of the Preliminary Business Meeting during the annual Branch meeting. ~~Ballots~~ **Election results** are to be ~~tabulated~~ **verified** by the Nominating Committee and election results reported to the membership at the final business meeting. All newly-elected individuals, except the Representative to the Governing Board, the Branch Representative to the Certification Board and the Secretary-Treasurer, shall take office at the close of the meeting following election. The Secretary-Treasurer shall take office at the close of the annual Branch meeting one year following his/her election. The Representative to the Governing Board and Branch Representative to the Certification Board shall be elected by ~~mail~~ **written or electronic** ballot at the time of the election for President-Elect Entomological Society of America and shall take office at the close of the subsequent annual meeting of the Entomological Society of America.

By-Laws Article III. Committees

Section 2.

Proposed Changes: The Nominating Committee shall consist of six members with two each representing federal; state, (including Universities and Colleges); and industry-employed members and shall be appointed by the President with approval of the Executive Committee. The Committee shall **present** to the Branch at the time of the preliminary business meeting the slate of nominees which were included on the ~~mail-out~~ ballot, consisting of two members for each office. The membership shall be invited to make nomination suggestions to the Nominating Committee for any of the offices and for Members-at-Large to the Executive Committee for placement on the ballot the following year. In the case of nomination suggestions, consent by the nominee will be required prior to inclusion of his/her name on the ballot. The Nominating Committee shall ~~also count any written~~ **verify** ballots for Constitutional Amendments.

By-Laws Article III. Committees

Section 13.

Proposed Changes: The Board Certification Committee shall consist of four Board-Certified members and, with the exception of the Chair, shall be appointed by the President. The Chair shall be elected to a three-year term by ~~mail~~ **electronic or printed** ballot by the membership of the Branch at the time of the national election of officers, and will serve as the Branch Representative to the National Certification Board. Members, other than the Chair, shall serve a three-year term on a rotational basis. This Committee shall be charged with promoting the objectives of the Board Certification function of the Entomological Society of America within the Branch. The Chair shall report to the Branch on activities of the National Certification Board and shall submit a written report at the Final Business Meeting summarizing Branch Committee activity.

By-Laws Article IV. Amendments to By-Laws

Section 2.

Proposed Changes: Following arrival at a consensus, the Executive Committee shall ~~forward~~ **make available** each proposed amendment, along with its recommendation for approval or disapproval, ~~to be printed and distributed to the members of the Branch with the >Call for Papers, for~~ **in electronic or printed form at least 60 days prior to** the next annual meeting. The proposed amendment(s) shall be placed on the agenda for the Final Business Meeting at that meeting.

4) ESA Comments

ESA Vice-President Elect – Michael Gray

Vice-President Elect Michael Gray thanked the committee for the invitation to attend the SEB

meeting. He had not planned any formal remarks but would like to get feedback on the proposed restructuring. This is the first branch meeting he has attended outside his own branch. President Gilstrap would have been there but is out of the country. Gray commented on how impressed he is with the committee reports. Gray summarized the outcome of the 2005 annual meeting in Fort Lauderdale and that it was a good decision to have the meeting. The next annual meeting will be in Indianapolis, then San Diego, and then in Charlotte, NC in 2008. He stated that there has been a positive trend in the membership. Gray summarized the proposed restructuring and noted important information on the ESA website in this regard. He passed out copies of a PowerPoint and a document called "A New ESA...Restructuring for Tomorrow" that are available on the ESA website. He also noted that there is a form and an email that can be used to provide feedback. Lettice brought posters on the restructuring and copies of the proposed restructuring for posting at the meeting. Gray stated that Gilstrap has stated to piece together an advisory committee on restructuring to help steer this transition and move forward. Gilstrap and Scott Hutchins are working on a newsletter. Gray would like to take any feedback back to Gilstrap. He will also provide highlights of the restructuring at the opening business meeting.

Discussion: Gardner commented that this restructuring increases our flexibility to address issues as a group that are prominent. In the past, we have been very slow to respond to issues. Also the restructuring will empower the "sections". Brewer stated that it looks like the sections are not that important to the membership. Gray commented that the value of the section has been raised in one of the documents. It has been noted that section meetings are poorly attended and that the sections are not really representative. Williams commented that members are hesitant to be pigeonholed and this restructuring allows them to be involved in different groups. Lettice said that some people become a member just to attend the meeting because it is cheaper, and do not designate a section. Gray stated that the new model transfers the governance to the section/branch level. He asked if we will have enough dedicated people to step forward. Gardner stated some concern with the transitional phase and that we will need the right people in place for this transition. Williams asked if there will be budgets assigned to the groups in the new restructuring.

ESA Governing Board Representative – Michael L. Williams

- 1) ESA is set to handle our election and voting processes on-line. We need to push through the needed changes to our Constitution and Bylaws.
- 2) The ESA Staff, Leadership, Program and Local Arrangements Committees should be commended for the outstanding job they did in producing a high quality annual meeting in the face of a potential financial disaster due to the change of venue for the meeting because of the hurricane.
- 3) Currently there are four youth members in ESA, and they do not receive any real benefits from ESA Membership. The Young Entomologist's Society and local organizations such as 4-H can provide special youth services and activities and would be more appropriate.

The GB passed a motion charging the Committee on Education and Youth to offer a conversion plan to current youth members to more appropriate venues, and charged the Rules Committee with drafting language for the removal of the Youth Membership Category from the Constitution and Bylaws.

- 4) GB voted to provide \$6,000 to support enhancement, improvement, and/or marketing activities of BCE/ACE.
- 5) ESA Restructuring Proposal – Based on 54 informal ballots cast at the Annual Meeting, the GB approved a motion to proceed with the planning for restructuring the Society. Of the 54 ballots, 51 voted to accept the restructuring plan with minor revision. Section D members did voice some strong concerns about the restructuring during the general session presentations.
- 6) Section E members requested dissolution of subsections Ea and Eb and to combine them under E. This was approved by the GB even though the board does not have to approve such a change.
- 7) The Gast and Hays Award endowments which are currently held by the Foundation will be transferred to ESA to manage for the SEB.
- 8) GB passed a motion that stated – When the pattern of requests for page-charge waivers among journals will result in unused funds for one journal and unfunded requests in another, the Director of Communications is empowered to reallocate those funds to ensure their full utilization each calendar year.
- 9) The ESA Annual Meeting Program Committee presented arguments for an increase in monetary resources for Program Chairs to use in production of the Annual Meeting. The GB voted to add \$15,000 to the 2006 budget for annual meeting program support.

ESA Executive Director – Paula Lettice

Lettice thanked the committee for the opportunity to participate in this meeting. Lettice provided a report on membership, meeting attendance, publications, finances, and membership enhancements. She stated that the chairs of the membership committees over the last two years and Membership Director Stelzig have worked well together to increase membership. There is an increase in new or returning members. Membership in the SE branch has gone up 17% from the 2003-5 period. Lettice will also be giving out member pins to those attending the meeting. Lettice reported that electronic balloting was just finished for the Eastern and North Central Branches and that it worked well. Some issues have been raised about tax id numbers that the branches have obtained. Lettice will be working with the president, president-elect, and secretary treasurer on this issue. The new chat area on the ESA website is up and running. ESA headquarters is close to having payment of an invoice on line which will be very helpful in saving time.

5) Treasurer's Report - Catharine Mannion

Mannion passed out the Financial Summary for 2005-06 and a proposed budget for 2005-06.

2005-6 Financial Summary. The balance on March 3, 2005 was \$50,347. Most of the expenses for this meeting (hotel costs, food, awards) have not yet been paid. All funds were held in a Morgan Stanley Dean Witter Active Assets Account. The branch office was transferred to a Miami branch from Tallahassee.

2006-07 Proposed Budget. The proposed budget for 2006-07 show a credit of \$250.00. Numerous changes were approved in last year’s budget to put us on a more realistic track. Some of these changes included an increase in registration fees, increasing fees for Associates, elimination of the first mailing, limit the subsidy for the ESA President and Executive Director and other committee chairs, limit the mixer and break costs. Proposed changes in the current budget include the following:

- Doubling the interest on the money market account from \$150 to \$300 due to a better return
- Removal of miscellaneous expenses (\$100) from the Student Affairs Committee. They will still have a total of \$250 for game supplies, award plaques, gifts, and photo salon awards
- Addition of \$50 for printing of the SEB Guidelines

The current registration fee structure is:

	<u>Pre-registration</u>	<u>On-site Registration</u>
Active Members	\$100	\$140
Guest	50	50
Students	25	40
Non-members	125	150
Honorary Members	Free*	Free*
Emeritus Members	Free*	Free*
One Day Registration**	50	50

Discussion: It was suggested that the \$50.00 for guideline publication be put back in the budget. Also the Secretary-Treasurer noted that there will be a reduction in mailing costs when we remove the second mailing and provide meeting information by email notification and on the SEB website. It was suggested to remove \$3,000 from the mailing budget; apply \$750 to inflation costs for hotel services and transfer the remaining \$2,250 to the Kirby Hays Foundation to build the principle back up. Secretary Treasurer stated this is acceptable assuming that there is no reason that the branch needs to do one more paper mailout for the 2007 meeting.

Williams made a motion to accept the proposed budget with the changes discussed above. Brewer seconded the motion and it passed on voice vote.

6) Comments from President Elect – Richard Sprenkel

Sprenkel is reviewing and make changes to the Guidelines for SEB Officers and Committee Chairs, which will be posted on the SEB website. The guidelines will no longer be printed. Don Berger has been maintaining the SEB website will be retiring. Sprenkel has made arrangements for an IT specialist at his research center to takeover maintenance of the website. Information to be posted should be sent to Sprenkel.

The names for the 2007 Nominating Committee were presented. Gardner made a motion to accept the committee as presented. Williams seconded the motion and it passed on voice vote.

10) Business Items

Old Business – It will be announced at the opening business meeting that ballots can be turned in at the registration desk until close of registration on Monday, March 6, 2006.

The funds for the Kirby Hays and Robert T. Gast endowments were transferred from the ESA Foundation to ESA Headquarters. Currently they are both in Business Checking accounts. The balance in the Gast account is \$40,363 and the balance in the Hays account is \$10,564. Lettice suggested moving the permanent funds into CDs and leaving the Temporary funds in the checking account to capitalize the annual award payments. Currently the Kirby Hays fund balance is not enough to generate the annual award. Lettice suggested that this account be supplement by the Branch to bring it to the balance necessary to generate the award value. This would require a supplement of approximately \$6,000. A motion was made to instruct Lettice to deposit funds into CDs and associated saving/checking accounts and that she provides quarterly reporting to the branch secretary treasurer. The motion was seconded by Vail and passed on voice vote. Lettice also suggested that a solicitation be made to the membership to contribute to the Hays fund

New Business – Gardner asked Sprenkel to chair a committee for nominations for ESA National Office. Sprenkel asked Williams and Culin to be on this committee. Sprenkel also asked to let him know of any deserving members.

11) Adjournment

The meeting was adjourned at 4:48pm.