

Meeting Minutes
87th Annual Meeting
Southeastern Branch
Entomological Society of America
Executive Committee Meeting
3 March 2013

1. In Attendance

A total of 16 individuals attended the meeting, and there was a quorum present for the Executive Committee. The attendees were: David Buntin, David Hall, David Gammel, Melissa Siebert, Frank Zalom, Nancy Hinkle, Gregg Nuessly, JC Chong, Ted Cottrell, Greg Hodges, Mike Williams, Greg Wiggins, Alvin Simmons, Mike Stout, Fudd Graham and Fred Musser.

2. Call to Order – David Buntin, President, SEB-ESA

President Buntin called the meeting to order at 9:00 am. He welcomed everyone to the meeting and relayed that weather had delayed Secretary-Treasurer JC Chong's arrival at the meeting. President-Elect Hall volunteered to take minutes. Everyone introduced themselves.

(Note: JC made it to the meeting at about 11:15 am and was able to participate from then on.)

President Buntin brought up several issues during his opening remarks:

1. Possibility of restructuring branches (e.g., combining SEB and SWB), which had been briefly discussed by SEB as well as ESA Central in the past. However, no action has been taken on restructuring the branches.
2. A possible joint meeting with the Weed Science Society of America in 2015 (Puerto Rico) was discussed but the timing was not convenient for SEB (WSSA insisted on a meeting in January). WSSA suggested that a joint meeting could be held in 2016, but this will be the year that ESA and International Congress of Entomology jointly meet in Florida.

3. Comments from ESA Vice President - Frank Zalom

National ESA Vice-President Frank Zalom attended the meeting on behalf of National ESA President Rob Wiedenmann, who was unable to attend the Baton Rouge meeting. VP Zalom relayed this was his first branch meeting as a member of the National Executive Committee. He told us that ESA has been very welcoming to him. He relayed President Wiedenmann's interests in strategic principles of our society including social aspects, local aspects, and influence we would like ESA to have in developing science policies. Past President Grayson helped propel ESA into the international science societies. In this respect, we are moving forward on the Orlando joint ICE-ESA meeting. Rob and Frank are also very interested in international science policy. ESA will therefore be following up on these political activities.

ESA is currently financially sound, with both assets and investments strong. Branch and Annual meetings in 2012 were very successful and well attended. VP Zalom invited everyone to the November 2013 national meeting in Austin, TX and expects great attendance and high quality symposia. The consensus is that it is important to nurture our young members for the long-term success of ESA. Discussions have ensued on developing ESA white papers on many different aspects (e.g., proposed cutbacks of collections, biological collections, insect collections and museums; these collections affect diversity of new science roads to the future; white papers on preserving such collections could be very important with respect to influencing the continued maintenance of such collections). We need to interface with other societies, not only entomological but also general science. Rob has initiated the 'Each One, Reach One' membership move. Currently there are about 6,000 ESA members, but Rob would like to increase membership by a goal of 10%. Frank discussed the upcoming Founders Memorial Award planned for the Austin meeting, details of which were recently announced in the ESA newsletter. Selection of new ESA fellows will take place this summer. The Governing Board makes these selections. Last year there were many good nominees. Dr. Zalom relayed that we need volunteers at upcoming national meeting to judge student presentations! ESA committees for the Austin meeting are almost complete. The Student and Young Professionals Committee has been reinstated/reinvigorated. A science policy committee has been established to look at the influence of ESA -- needs and opportunities; Bob Peterson is the Chair. The charges to the Ethics and Rules Committee have been expanded, with the desire for a stronger ethics statement and emphasis of core principles. Annual meetings -- have been planned through 2022. Planning out so far helps lock in lower costs. With respect to a possible SEB-SWB merger, not much talk has taken place. Such a structural change would probably need to come from the membership, not by ESA Central. David Ragsdale may be involved when he joins the Governing Board, but the branches would have to take over on this possibility.

Discussion:

1. National ESA Member Awards -- ESA is reevaluating these to make sure that there are no biases, make sure all members have equal chance at receiving awards. Website rules have been critically reviewed, setting same general procedures for all awards.
2. International aspects - Gregg Nuessly brought this up, it would be great if we knew about international meetings much earlier. Frank mentioned that they recognize this issue. ESA needs to evolve to a higher level internationally. They have even questioned if the American Entomologist should be renamed. Strategic relations are being discussed with international societies, such as the Entomological Society of Canada and the Entomological Society of Brazil. In the future, we might consider joint meetings with such societies. The Korean and Japanese Entomological Societies are other good societies to consider collaborations with, for example sharing student memberships to see if this is advantageous internationally (access to journals and other attractive aspects).

4. Comments from ESA Executive Director – David Gammel

Major 2013 ESA focus is launching national science policy, to help develop science policy knowledge bases, relating national and local needs and direction. There will be a meeting in April to discuss this. Funding directions change, and ESA needs a voice in affecting funding decisions for entomological research. In this light, ESA has entered into some discussions with NIFA. ESA Certification Board efforts continue. There is a lot of work ongoing in preparation of the 2016 meeting with ICE. Financially ESA is currently very strong. ESA Central is moving after 10 years in Lanham to a new office location in Annapolis (a move of about 15 miles). ESA is working with the US Travel Association, Discover America program: ESA is now a member, and by doing so hope on shorting the time it takes for our foreign members to obtain VISAs who want to attend ICE. November 10-13, 2013 are the dates for the Austin meeting. ESA developed a unique meeting poster for the Knoxville meeting, and they have done this for the Austin meeting. David Gammel will give Linnaean Games winners copies of the poster. David told us about the construction of a new website for international meetings, which will help to move meeting announcements way up in advance. Other international news related to entomology will be featured on this website. Annual meeting selection: recession caused cities to drop back on spending money on tourism and conventions, but such expenditures are slowly coming back. Conference Direct recommend going out further in time to lock in good room rates. So we went out 10 years and have booked through 2022 all hotels except for 2019. David relayed that ESA Central is looking for feedback from the branches to make ESA Central as helpful as possible. Executive Director Gammel provided the following outline of his comments.

ESA Strategy

- Strategic Principles:
 - Social: ESA has a social responsibility to develop ALL of its members.
 - Global: The science of entomology is global, therefore ESA is global.
 - Influence: To realize our profession's full potential, ESA must increase its influence.
- ESA Major 2013 Goals
 - Launch Science Policy operation;
 - Grow Certification and engage more with Industry;
 - Grow International Branch membership;
 - Lay groundwork for ICE 2016.
- Strategy Day at July Governing Board Meeting, focused on diversity and grand challenges.

ESA Financial Position

- ~\$5.1 million invested reserves at end of 2012. Had ~\$100k net asset increase.
- Investment gains have more than offset planned investment from reserves for 2012.

New HQ Office

- New space in a better building and location;
- Annapolis, MD, close to BWI airport;
- Easy access to DC;

- Hotel across street;
- Office space designed to support collaboration and small meetings;
- Suitable for hosting VIPs and other guests;
- Will reflect entomology and entomologists.

Science Policy

- Science Policy Committee launched this year, chaired by Bob Peterson.
- Partnership with AIBS (communications, web tools/site, workshop and webinar).
- Committee to recommend agenda to GB in November.

Awards Review Committee

- Formed to review ESA’s awards programs (and Foundation).
- Chaired by Gail Kampmeier.
- Goal is to align awards with ESA strategic direction and make sure sources of bias in awards process are eliminated and/or prevented.

Annual Meeting in Austin

- Theme: Science Impacting a Connected World
- Great hotels and exhibit halls.

Support for Branch Leadership

- Meetings: What we’ve been offering:
 - Confex for abstract submissions;
 - Online registration;
 - On-site staff registration support;
 - Site selection and contract negotiations.
- Branch Leaders Resource Web Page;
- Synomone newsletter;
- Online Elections;
- Committee and Awards Judging Panel vacancy worksheet.
How is it going? What is working well, what isn’t?

5. Comments from ESA Governing Board Representative – Nancy Hinkle

No report.

6. Comments from Certification Board – Dennis Ring

The Certification Board Meeting was held on November 11, 2012 at the national ESA meeting in Knoxville, Tennessee. A review of the overall numbers of BCE and ACE certified individuals and applicants were presented. The numbers for 2012 are through November:

<u>Status</u>	<u>2011</u>	<u>November 2012</u>
Certified	338	346
Intern	6	4
Retired	60	67
Emeritus	9	8

Admin	2	2
Inactive	0	1
New		18
Total	415	427

7. Comments from the Entomological Foundation – Alvin Simmons

The Entomological Foundation is an educational non-profit organization dedicated to “Educating & Exciting young people about science through insects”.

The foundation is working to build a future for Entomology.

ESA & the EntFdn, you may say, have an alliance, but are separate non-profit organizations. ESA is a professional society that focuses on the professional & scientific needs of its members and receives membership dues. The EntFdn is an educational nonprofit focusing on the needs of future entomologists and receives funding through donations.

Volunteers support the work to create and deliver programs to assist K-12 educators in educating children about entomology, who may one day become an ESA member.

Ranked #17 in the world in science and education, the US is not prepared for the expected 8 million jobs to open within the next several years in science, technology, engineering and math.

A survey of educators indicates that they are desperate for entomological information: background material, lesson plans/activities, simple demonstration materials, laboratory materials, photographs, drawings, and so on.

More than 70,000 children and educators have been reached through the foundation outreach programs and activities.

Now some bad news and good news. The bad news is that unfortunately, the financial picture for the Foundation has been going downhill over the past decade.

However, the good news is that things are now stable following some tough decisions by the Foundation. One of the most difficult actions is that the paid staff was let go, and the office (located in MD) was closed. Office space and administrative support for the Foundation is currently being provided complimentary by IPM Institute of North America, Madison WI. A reorganization of the Foundation resulted in: continued resources, student and professional awards, reception, silent auction, website, volunteer committee reorganization, joint awards program review with ESA, strategic plan update, prioritize and focus, and a new science fellowship program with FMC.

One can support the activities of the Foundations by: volunteering, giving a gift by mail, phone to 608 232-1410 or online at www.entfdn.org, Shop through iGive.com, or during

the ESA November meeting in Austin, participate in the Foundation's silent auction, raffle and awards reception.

A big Thank-You goes out to: all donors and sponsors, volunteer Directors and Counselors, awards program participants, and to April Gower and Melodie Dziduch for their years of service.

8. Reading of Previous Year's Minutes – JC Chong, Secretary-Treasurer

Nancy Hinkle moved to suspend reading of the minutes and to accept them. Second by Mike Williams. Passed unanimously by voice vote.

9. Committee Reports

- **Local Arrangements – Chair, Mike Stout**

The Local Arrangements Committee consisted of Mike Stout (Chair), Jeff Davis, Tim Schowalter, Dennis Ring, Jensen Young, and David Kerns (corporate sponsorship), all of the LSU Department of Entomology. The Chair gratefully acknowledges the efforts of the committee.

Initial hotel contact was once again made through Conference Direct. Final hotel selection was made with the assistance of Conference Direct after site visits of potential hotels. Initial discussions with the hotel were handled by Allison Crump, and our primary contact with the hotel over the past few months has been Teresa Johnston. The hotel contract was developed through Conference Direct (Morgan Klinkradt), with the assistance of David Hall and JC Chong (SEB).

Our total room block was 355 room nights, with a 75% attrition of 266 room nights. Our group "actualized" (used and paid for) 294 room nights. Our concessions from the hotel included one comp room night per 40 occupied, or 7 total comp room nights based on our 294 actualized room nights. Three of the comp room nights were used for Frank Zalom's (ESA President –Elect) room, the remainder will be used to defray lodging expenses of other committee chairs. Our F&B minimum with the hotel was \$8500, which we easily exceeded.

ESA Central provided web-based registration. Our latest report (3/6/13) from ESA Central shows 270 total registrants (125 members, 22 non-members, 108 students, 4 emeritus, 1 honorary, and 10 guests). The number of late registrants made planning difficult. In addition, an unusually large number of registrants indicated they were not attending (or failed to indicate they were attending) mixers or the awards banquet, adding another element of uncertainty in estimating F&B needs. For example, 164 registrants indicated they would be attending the Awards Luncheon, and 216 ultimately did attend. Pamela Reid from ESA Central provided invaluable on-site assistance with registration.

Four groups met prior to the SEB ESA meeting: S-1055 (Soybean Multi-State), SERA 003, SDC-351 (Multi-State Biocontrol), and Southern Corn Insect Working Group. These groups aided in meeting room night obligations, and SEB ESA provided some audiovisual support.

David Kerns spearheaded efforts to obtain monetary support from corporate sponsors. A total of \$15,150 in support was obtained. Corporate sponsors were acknowledged in the program and on a poster displayed near registration.

Local Arrangements worked closely with Ted Cottrell and Greg Hodges (co-Program Chairs) during the planning process, and during the meeting to pre-load presentations in a dedicated audio-visual (“slide preview”) room.

Audio-visual equipment and service was handled through the hotel, by PSAV Presentation Services. Even with a 30% discount (PSAV is the Hilton’s preferred provider of audio-visual), audio visual charges totaled almost \$13,000. While this was a major meeting expense, service was excellent and no audio-visual problems were encountered during the meeting.

Two mixers were held, a crawfish boil on Monday evening (with Cajun music and dancing) and a mixer/LSU baseball game on Tuesday evening. Jensen Young was primarily responsible for planning these mixers. A tour of the Audubon Insectarium in New Orleans was arranged for Sunday. Transportation was provided for those interested in the tour. Only about 10 registrants availed themselves of this opportunity. Local Arrangements thanks Zack Lemann, staff entomologist and Visitor Programs Manager for the Insectarium, for providing this opportunity. Tim Schowalter helped lead the tour.

The Local Arrangements Committee also thanks the Baton Rouge Area Convention & Visitors Bureau for assistance in planning the meeting and for providing “welcome bags” and volunteers for a visitor’s information booth.

Jeff Davis coordinated volunteer efforts. Thirty volunteers consisting of students, post-docs, and research associates were recruited to assist with registration and audio-visual needs. Students received \$25 for volunteering. LSU provided poster boards for display presentations and David Kerns transported poster boards.

Discussion:

1. Mike relayed he had a problem with online registration because some members failed to indicate if they were going to mixers, lunch, etc. President-Elect Hall thought perhaps this could be fixed on the web site by requiring a member to choose or not.
2. Student volunteers had to pay the registration fee this year but will be reimbursed \$25 (this is how we did it last year, it was a SWB procedure).

- **Meeting Location and Time: Greenville, SC, 2014 – Alvin Simmons**
Committee Members: Alvin Simmons, SC, Chair; Jeremy Greene, SC; Rizana Mahroof, SC; Paula Mitchell, SC; Francis Reay-Jones, SC; and Juang-Horng Chong, Ex-officio

After receiving bids from 16 hotels in Charleston, Columbia, Greenville and Myrtle Beach, SC, site visits were made at the top 4 choices of the committee. In April 2012, site visits were made at one hotel in Columbia (DoubleTree), and three hotels in Greenville (Embassy Suites, Hilton, and Hyatt) while focusing on room costs,

projected meeting costs, etc. We worked with Kristin House and Morgan Klinkradt at Conference Direct and consulted with Rosina Romano (ESA Director of Meetings) on site selection. With concurrence from the SEB-ESA Executive Committee, a contract was signed with the Embassy Suites Greenville Golf Resort and Conference, in Greenville, SC.

Dates for the meeting are March 2-5, 2014. Contracted room rates are \$134 per night for Singles or Doubles. The rate for a Triple is \$144, and a Quad is \$154 per night. A total of 462 room nights were blocked. All rooms are suites.

Complimentary and other negotiated concessions include:

- One complimentary room for every 40 occupied revenue-producing room;
- 10% of the block (46 Room Nights) will be offered to federal employees at the prevailing government per diem rate;
- Five complimentary microphones for Linnaean Games Meeting Room;
- Complimentary shuttle to and from the airport throughout the meeting dates;
- Complimentary shuttle to downtown which is a few minutes away;
- Complimentary internet in all guest rooms and all meeting space;
- Complimentary daily cook-to-order breakfast;
- Complimentary daily Manager's reception;
- Complimentary onsite parking;
- One complimentary President Suite;
- Two complimentary King Executive Suites;
- No resort fee.

Each room contains a microwave and refrigerator in this full-service hotel. One can enjoy an invigorating workout in the fitness center, have a relaxing swim in the indoor or outdoor hotel swimming pools, or play a few sets on one of four lighted tennis courts at one of the best resort destinations of all hotels in Greenville, SC. The hotel is located on its own par-72 championship course, The Preserve at Verdae.

- **Meeting Location and Time: MS, 2015 – Fred Musser**
Mississippi will host the 2015 meeting. Three hotels in Biloxi were contacted, however, only one submitted bid. Other cities are being considered. The Meeting Location and Time Committees could utilize Conference Direct and Rosina Romano at ESA Central with the planning from the start. David Buntin suggested we might need to consider initiating planning annual meetings 3 or 4 years in advance.
- **Meeting Location: NC, 2016 – David Hall**
Following SEB's normal rotation, the 2016 meeting will be held in North Carolina. Hannah Burrack at NC State University has agreed to chair this committee. Ed Vargo will also serve on this committee.
- **Program – Co-Chairs, Ted Cottrell, Greg Hodges**
Committee members: Ted Cottrell, GA, Co-Chair; Greg Hodges, FL, Co-Chair; David Held, AL; Catharine Mannion, FL; John Ruberson, formerly GA, *Ex officio*

The Program Committee offers sincere thanks to the Executive Committee for considerable input and assistance during this process. We are indebted to timely assistance from Secretary-Treasurer JC Chong for timely communication and information dissemination to the membership. The program co-chairs did not make a site visit prior to the meeting, thus Local Arrangements Chair Dr. Mike Stout was invaluable providing information to the Program Committee. We also greatly appreciate the service of the 22 moderators for contributed sessions and the 10 organizers/moderators for the 5 symposia

Presentations by SEB members for 2013 were second only to the 2011 meeting in Puerto Rico (see Table 1). This meeting followed the precedent set by the 2012 meeting awarding multiple student awards thus allowing the opportunity to conduct concurrent sessions for the student oral competition presentations. Concurrent student oral presentations sessions condensed the length of the meeting and allowed us to end the scientific sessions Tuesday afternoon. Ending Tuesday afternoon, rather than by noon on Wednesday, had implications for member travel plans and the hotel contract negotiated by the Local Arrangements Committee. Members were made aware of the departure from the Wednesday ending time for the meeting and local arrangements worked with the hotel regarding the contract.

Ninety-nine students registered for the SEB meeting and there were 81 student presentations in the student competitions representing 39% of all presentations given during the 2013 SEB meeting. For the second year, multiple awards were presented for the student oral and poster competition at the B.S., M.S. and Ph.D. level. Multiple awards required three MS oral sessions (only 1 BS oral paper was submitted and it was given during MS oral session I), three PhD oral sessions, 1 BS poster session, 2 MS poster sessions and 3 PhD poster sessions.

The numbers of papers presented, with associated ESA sections, are noted in Table 2.

There were five symposia:

1. Invasive Species and Biosecurity Symposium: Opportunities and Challenges
2. Vegetable Entomology Symposium
3. Student Symposium: Invasive Species and Novel Methods of Identification, Monitoring and Control.
4. Multi-Disciplinary Graduate Programs Symposium: Doctor of Plant Medicine & Master of Plant Protection and Pest Management Degrees.
5. Urban Entomology Symposium: Trade Globalization is Not New-500 Years of Introducing Urban Pests in North America.

The program committee made the decision that all symposia would be 'invited' even including the usually open symposia (Vegetable, Urban and Student). The students had their symposium in order by August. We saw no reason to intervene and make the Student Symposium an 'open' symposium especially considering that the 'open' Student Symposium did not have enough presenters for the 2012 meeting. Also, we

elected to ask certain members to organize the Vegetable and Urban Symposia to ensure that enough speakers would be available.

In addition to the main scientific program, we also hosted the S-1055 Soybean Multi-State Project, SERA-003 Information Exchange for Southern Region IPM, SDC-351 Multi-State Biocontrol Project and the Southern Corn Insects Working Group.

The 2013 meeting marked the second time that the Confex system was used by the SEB. Victoria (“Tori”) Daigle of Confex, is invaluable using the Confex system. She is very patient instructing the program chairs using the system. As a branch and as co-program chairs, Confex is still new to us. We have asked Tori to save much of the information (i.e., annual meeting events) we had to enter into the system. Hopefully this will make it easier for the 2014 program chair. Based on our experience, Confex is very useful but the current co-chairs probably did not fully utilize the capability of the system due to the amount of time needed to become familiar with system capabilities.

We would like to recognize the assistance of Pamela Reid at ESA National for posting submission updates and the program to the SEB-ESA website.

The hotel staff was very helpful, especially their support for audiovisual services during the meeting.

Lastly, we would like to acknowledge Mr. Jim Maddox with Sphinx Inc, (Macon, GA) for printing the program booklet. Jim was very patient with our last-minute changes. The program booklet was printed using color only for the front and back cover (as has been done more often than not in the past). We ordered 250 program booklets and came in under budget. In hindsight, we should have ordered 275 booklets but could not have anticipated the exceptionally high number of late registrants for the meeting.

Discussion:

Ted likes most all about Confex, although a weak area is that it doesn’t interface with the actual paper edition of the program (only provides an abbreviated electronic program). Ted had to manually build the program to include member awards and other information. Confex should maintain a template so that everything doesn’t have to be re-entered into a Word file. David Gammel thought ESA Central might be able to help with laying out the paper edition of the program. Ted recommended that the lay out should be done at least 6 weeks before the meeting, this primarily to make sure everyone gets what the program committee needs in time.

This year only the front and back of the program was printed in color. Printed 250 copies, but there was a surge of registrants at the end (239 people actually registered) so we will need to guard against not having enough program.

Table 1. SEB presentations at meeting over the past 5 years.

	2013	2012	2011	2010	2009
Regular and symposia	87	63	189	84	98
Regular posters	40	43	50	48	31
BS student papers	1	3	0	0	0
BS student posters	4	5	0	0	0
MS student papers	20	28	21	21	25
MS student posters	12	7	10	9	5
PhD student papers	22	19	22	21	27
PhD student posters	22	17	8	11	12
Total student	81	79	62	62	69
Total regular	127	106	239	132	129
Total of all	208	185	301	194	198

Table 2. Numbers of presentations and associated ESA sections at the 2013 SEB meeting.

Category	ESA Section			
	MUVE	PBT	P-IE	SEB
Student papers	5	6	29	3
Student posters	5	7	19	7
Regular papers	7	2	33	2
Regular posters	5	2	29	4
Invited symposia	7	---	36	---
Total papers	19	8	98	5
Total posters	10	9	48	11
Total presentations	29	17	146	16

- **Public Relations – Chair, Fudd Graham**

Public relations activities for the meeting were coordinated with Richard Levine (Communications Program Manager) and Pamela Reid (Manager, Marketing and Member Relations) of the ESA national office.

A press release was prepared by Richard Levine and submitted to Eurekalert which is run by American Association for the Advancement of Science. Together we prepared a list of media outlets with contacts so that we could target local media outlets and use a shotgun approach for others outlets with a wider reach. Richard contacted the LSU member of the National Association of Science Writers, Richard Bogren, who is a Science writer and editor with the LSU AgCenter. Copies were sent to both agriculture and urban publications (S. E Farm Press, Delta Farm Press, Pest Management Professional, PCT Magazine, Agriculture is America site, <http://agisamerica.org/>)

Alan Morgan worked also with the LSU AgCenter communications group to get the release to local media outlets. He contacted their communications and news media specialist, Dr. Linda Benedict, and forwarded the news release media information to her. She contacted the local media in the Baton Rouge area and released some news releases about the 2013 SEBESA Annual Meeting. The local communications group has better contacts with the local media.

Other local stakeholder groups were also notified of the meeting and sent a press release. Nancy Hinkle was interviewed for a localized copy by Growing America as a follow-up to Fudd's initial contact (she recommended this contact). The Alabama Ext Communications group, the LSU PSEP program, extension Urban Integrated Pest Management and a few other social media outlets (urban, LSU PSEP)

A list of names and cell phones for any media contacts that come to the meeting will be prepared.

- **ICE-ESA Joint Meeting 2016 – Co-Chairs, Alvin Simmons, Walter Leal**
The XXV 2016 International Congress of Entomology (ICE) has been secured for ESA to host ICE in the United States. A bid team co-chaired by Walter Leal and Alvin Simmons made a formal presentation to the ICE Council at the 2012 ICE in Daegu, South Korea. The chair of Council informed the ESA bid team about the award (it was unanimous) on 23 August, and informal announcements were then made. A formal announcement of the winning bid was made at the closing ceremony of ICE 2012 by Past President Grayson Brown, Leal and Simmons.

At the 2012 ESA Annual Meeting, the ESA Governing Board appointed a special ICE organizing committee to be co-chaired by Leal and Simmons. This committee serves as the ICE Program Committee, the ICE Local Arrangements Committee, and promotes ICE 2016.

ICE 2016 was promoted at a conference in Tanzania in late January of this year, and it will be promoted at ESA branch meetings and several other domestic and international meetings this year and onward. An organizational chart has been developed and the co-chairs are beginning to select diverse volunteers for some of the many activities for the organizing committee. Sub-committees includes: Advisory Committee, Secretariat, Scientific Committee, Student Committee, Insect Expo Committee, Diversity Committee, Publication Committee, Guest and Tours Committee, Sponsorship Committee, IT Advisory and Public Relations Advisory.

The ICE 2016 website (www.ICE2016orlando.org) has been active since August 2012, and the site will continually be updated with information.

- **Membership – Chair, John Hopkins**
The committee consists of the following members (year their term will end):
John Hopkins, Chair, AR, (2013), jhopkins@uaex.edu
Eric Benson, SC, (2013), ebenson@clemsun.edu

Henry Fadamiro, AL, (2013), fadamhy@auburn.edu
Paul Guillebeau, GA, (2013), bugman@uga.edu
Amit Sethi, LA, (2013), sethi@purdue.edu
Jack S. Bachelor, NC, (2014), jack_bachelor@ncsu.edu
Moses T. K. Kairo, FL, (2014), moses.kairo@famu.edu
Sarah Page Lawson, TN, (2014), sarah.p.guilinger@vanderbilt.edu
Fred R. Musser, MS, (2014), fm61@msstate.edu
Alex Segarra, PR, (2014), asegarra@uprm.edu

On December 11, 2012 an invitation to join the Entomological Society of America was sent for dissemination to interested students and potential members via the Entomology and associated Departments at the University of Arkansas, Auburn University, Clemson University, University of Florida, University of Georgia, Louisiana State University, Mississippi State University, North Carolina State University, University of Puerto Rico, and the University of Tennessee. This invitation also contained links to information on:

1. ESA Member Benefits
2. How to Join the ESA
3. Information about the SEB ESA and the 2013 Annual Branch Meeting
4. Information about ESA and the 2013 National Meeting

This invitation packet was also sent to committee members for dissemination to any additional institutions or organizations within their state from which we might also obtain new members.

SEB ESA MEMBERSHIP FIGURES

Total membership for the SEB ESA as of March 2010 was 1030.
Total membership for the SEB ESA as of March 2011 was 1057.
Total membership for the SEB ESA as of March 2012 was 1039.
Total membership for the SEB ESA as of 12/31/2012 was 1376 (latest figure as of 02/06/13).

TOTAL ESA MEMBERSHIP FIGURES

Total membership for the ESA as of March 2010 was 5082
Total membership for the ESA as of March 2011 was 5231.
Total membership for the ESA as of March 2012 was 5165.
Total membership for the ESA as of 12/31/ 2012 was 6513 (latest figure as of 02/06/13).

As of 12/31/ 2012, the SEB ESA made up 21.1% of the total ESA membership

SEB membership rates continue to roughly track total ESA membership.



Additional activities: The SEBESA Membership Chairman is also currently serving as the ESA National Membership Chairman for 2013. The ESA Membership Committee is working to address the charges put forth by President Wiedenmann and these include:

1. A review of membership categories to see if they meet current needs
 - a. ESA staff will run historical data on the lifecycle of various categories
 - b. A series of surveys for specific categories will be launched
 - i. First in a series of surveys sent to former student members to learn why they dropped their membership
 - c. A cost/benefit analysis will also need to be done before specific recommendations can be made
2. Conduct the “Each One, Reach One” (EORO) membership drive, a membership campaign, reaching out to those who wouldn’t be contacted through traditional communications
 - a. Campaign launched in February in conjunction with the ESA Branch meetings
 - i. Promotional and support materials have been prepared and posted on the ESA website at www.entsoc.org/EachOneReachOne.
 - ii. Badges at ESA Branch meetings will have the EORO logo, PPT slides and flyers will also be distributed
 - iii. Promotional emails will be sent to ESA members during 2013 beginning in late February
 - iv. Messages will be posted on social media sites, in *eNews* and in *American Entomologist*
 - v. Contest runs through November 1.
 - b. Each ESA member who recruits a new member will receive a 4-prong USB drive
 - c. Members who recruit 10 members will also receive a stadium blanket.
 - d. Members who recruit 20 new members will also receive a combination stadium chair/cooler
 - e. Each time a member recruits a member; their name will be entered into the grand prize drawing for a new Apple iPad mini.
3. Coordinate development of global database with the International Affairs Committee (David Jenkins - Liaison)

- a. Building a contact list with information on the various entomological societies from around the world. List will include data on the size of the society, their meetings, membership and main contact person.
4. Continuing local outreach for 2013 Annual Meeting
 - a. President Wiedenmann indicated he had a list of students wanting to get more involved with ESA, and that perhaps they could spearhead this effort for 2013
 - b. Contact list of small colleges and universities in Texas developed
 - i. Letter to be emailed to all of these colleges over Dr. Wiedenman's signature inviting prospective and new members from these institutions to special program
 - ii. Following letter, personal contact will need to be made to insure program success. Volunteers NEEDED
 - iii. ESA HQ will get a webpage up which will include details for the program (based on 2012 program).
 - iv. Work with Annual Meeting Program Committee on logistics for holding program/luncheon/reception
5. Study the new international membership models (Korea, Japan, Indonesia)
 - a. Korean students are now members
 - b. Still waiting to hear about status of Indonesia agreement
6. Review ESA website membership pages
 - a. Website reviewed and broken links identified and repaired
 - b. Additional improvements added as identified

- **Member Awards – Chair, Greg Wiggins**

The Member Awards committee met via email to consider nominees for the branch awards. The committee was comprised of the following members:

Greg Wiggins, Chair (TN)

Nannan Liu (AL, 2013)

Mary Cornelius (LA, 2014)

David Jenkins (PR, 2014)

Marianne Shockley-Cruz (GA, 2015)

Francis Reay Jones (SC, 2015)

We would like to express our gratitude to all members who nominated their colleagues for the branch awards. One recipient was selected for each award for which nominations were received. There were no nominations for the Distinguished Service Award to the Certification Program or the Recognition Award in Entomology. After thoughtful deliberation, we recommend the following awards:

DISTINGUISHED ACHIEVEMENT AWARD IN EXTENSION: DR. ANGUS CATCHOT, Extension Entomologist in the Department of Biochemistry, Molecular Biology, Entomology and Plant Pathology, Mississippi State University.

DISTINGUISHED ACHIEVEMENT AWARD IN HORTICULTURAL ENTOMOLOGY: DR. OSCAR LIBURD, Professor in the Entomology and Nematology Department, University of Florida.

DISTINGUISHED ACHIEVEMENT AWARD IN TEACHING: DR. DAROLD BATZER, Professor in the Department of Entomology, University of Georgia.

RECOGNITION AWARD IN INSECT PHYSIOLOGY, BIOCHEMISTRY, AND TOXICOLOGY: DR. PETER TEAL, Research Physiologist and Research Leader of the Chemistry Research Unit at the Center for Medical, Agricultural and Veterinary Entomology, USDA-ARS, Gainesville, FL.

AWARD FOR EXCELLENCE IN INTEGRATED PEST MANAGEMENT: DR. FANGNENG HUANG, Associate Professor of Entomology, Louisiana State University Agricultural Center.

RECOGNITION AWARD IN URBAN ENTOMOLOGY: DR. JULES SILVERMAN, Charles G. Wright Distinguished Professor of Structural Pest Management, North Carolina State University.

- **Student Awards – Chair, Gregg Nuessly**

The 2012-13 committee consisted of Gregg Nuessly (Florida), Paula Mitchell (South Carolina), Melissa Willrich Siebert (Mississippi), Juan Luis Jurat-Fuentes (Tennessee), Xing Ping Hu (Alabama), Karen Nix (Louisiana), Mark Abney (North Carolina), Glen Studebaker (Arkansas), and Rajagopalbabu Srinivasan (Georgia). The Chair gratefully acknowledges the efforts of the committee. The SEB needs to re-establish the rotation of committee members on the Student Awards Committee. All but one (Paula Mitchell) of the current committee have served on the committee for at least two years and several for three years. A 2- or 3-year rotation needs to be reestablished so that new people have the opportunity to serve the society. The committee should be made up of one representative from each of the 9 states represented by the SEB. David Hall announced at the meeting that Rajagopalbabu (Babu) Srinivasan will serve as the 2013-14 committee chair.

The John Henry Comstock Award was presented to Dustin Swanson at Clemson University. The Kirby H. Hays Memorial Award will be presented to Kevin Langdon of NC State at this meeting. Students must be nominated by their departments for both of these awards. The committee should be seeing at least 9 and probably 12 nominees for each of these awards every year, but the number of nominees has dwindled over the last two years. **NOMINATE YOUR BEST STUDENTS FOR THESE AWARDS!!!**

The Awards Committee repeated the plan for program awards developed last year by providing a first and second award for each of the MS and PhD presentation and poster sessions and a first place award for the best BS presentation and poster.

Discussion:

1. This year, multiple student awards will be given. A question was raised on whether the awarding multiple student awards should be made permanent and

inserted in the guidelines. Melissa Seibert suggested that the arrangement to award multiple student awards only need approval from the President and Secretary-Treasurer, but the flexibility in the number of awards should be included in the guidelines. Such verbiage is not included in the guidelines, although it was approved at the 2012 Executive Committee meeting (see minutes).

2. Increasing the number of student awards also increase the expenses. Melissa suggested that award plaque to be given to the first place winners and certificate to the second place. Need to be changed in the guidelines.
3. Melissa asked if there is a way to let people indicate their willingness or availability to serve as judges or volunteers when registering or submitting titles? David Gammel answered yes and such features can be built in the process.

- **Student Affairs – Chair, Matt VanWeeldon**

No report

- **Nominating – Chair, Wayne Gardner**

Committee Members: Joe Eger, Greg Hodges, Seth Johnson, Randy Luttrell, Gary Mullen, Walt Mullins, and Wayne Gardner (Chair)

The Nominating Committee secured two (2) nominees each for three (3) elected posts for the Southeastern Branch of the Entomological Society of America. Those posts and nominees are as follows:

President-Elect – Jeff Gore and Catharine Mannion

SEB Governing Board Representative – Ted Cottrell and Tim Schowalter

Executive Board Member-at-Large – Don Cook and Gus Lorenz

ESA Headquarters coordinated the balloting process, which opened on February 22nd and was closed on March 1st. The final results of the voting with the winners for each post were as follows:

President-Elect – Catharine Mannion

SEB Governing Board Representative – Tim Schowalter

Executive Board Member-at-Large – Gus Lorenz

Discussion: There is a 10-day lag to get the electronic election posted, and this year the election did not get started until about a week before the meeting. A record 950 people voted, suggesting that waiting just before an annual meeting was not negative.

- **Resolutions – Chair, Nancy Epsky**

A report will be presented at the Final Business Meeting.

- **Board Certification – Chair, Dennis Ring**

See Item # 6.

- **Education – Chair, Tracie Jenkins**

No report.

- **Archives – vacant**

No report. JC informed the committee that the archived materials have been transferred and stored at NCSU Library. A donation of \$50 was made to the library each year. Web link to the library should be put on the SEB website.

- **SEB Guidelines (*ad hoc*) – Chair, Norm Leppla**

The “Guidelines for Officers and Committee Chairs of the Southeastern Branch of the Entomological Society of America” were updated in 2012. Because of their knowledge and experience, all of the Branch’s officers were given an opportunity to review the document. Considerable input was provided by Melissa Siebert, Kathy Kidd, Joe Eger, Alvin Simmons, Greg Wiggins, Gregg Nuessly, and Fudd Graham.

The updated guidelines are structured to be consistent with the ESA-SEB Constitution and By-laws, as cited for each section. The body was condensed to 35 pages by creating an appendix for a total of 70 pages. The new formatting should make the document easier to read, understand, use, and update. David Hall created a new index and placed the document online.

The guidelines always will remain a “work in progress.” For example, there is no provision for handling proposed constitutional changes. The previous guidelines mentioned standardized forms for submitting and processing paper submissions. These forms should be added to the appendix, along with forms for evaluating oral and poster presentations. A decision should be made about what to do if ESA-SEB bestows two IPM awards in a year and can only forward one for the ESA national competition.

- **Secretary-Treasurer Position (*ad hoc*) – Chair, David Hall**

The committee will be evaluating the secretary/treasurer position during the meeting and will present a report at the final business meeting.

- **By-Law Revisions (*ad hoc*) – Chair, Michael Toews**

No report. The committee is ready to review changes when presented by members.

- **Linnaean Games Enhancement (*ad hoc*) – Co-Chairs, Mike Williams, David Jenkins**

The Ad hoc Linnaean Games Enhancement Committee, composed of Mike Williams, David Jenkins, Jerome Grant, and Raymond Hix, worked closely with Matt VanWeeldon and William Reid of the Student Affairs Committee to insure the SEB Linnaean Games competition continues to be a major part of successful Southeastern Branch ESA Meetings and that the SEB continues to send competitive championship teams to ESA National Meetings.

One of the main activities of the committee is to vet the questions to be used in the Linnaean Games Competition. Each competing school is invited to submit 27 questions (3 each from 9 different categories) to be added to the bank of questions to be used in the games. The questions from each school were sent directly to David

Jenkins, who vetted all the questions himself, as Raymond Hicks and Mike Williams excused themselves from the duty because of being actively involved with two of the competing teams as coaches. This year we will have 8 teams in the competition, including: Arkansas, Auburn, Florida, Florida A & M, Georgia, Mississippi State, N C State, and LSU.

At the request of the Student Affairs Committee, the Committee also made recommendations as to potential moderators and judges for the competitions.

- **Insect Photo Salon (*ad hoc*) – Chair, Diane Silcox**
No report.
- **Job Placement (*ad hoc*) – Chair, Karen Nix**
No report.
- **Student Symposium (*ad hoc*)**
No report.

10. Treasurer’s Report – JC Chong, Secretary-Treasurer

2011-2012 SEB Budget and Expenditures

The 2011-2012 budget and expenditure summary was prepared by David Hall (Appendix A). The actual income of SEB in 2011-2012 was \$78,702.98, which included proceeds from meeting registration, ESA funds, bank interests, sponsorship, affiliated meetings and trainings, and reimbursement from the Southwestern Branch. Incomes from SEB and PCO training registration and sponsorship were higher than budgeted. Funds for Gast and Hays Awards, totaling \$1,500, were received from ESA and included allotments for two years (2011 and 2012). The total income doubled the original budget.

Expenses for the 2012 Little Rock meeting totaled \$84,974.89. This amount includes \$2,000 profit share for APS Caribbean Division for the 2012 Puerto Rico meeting. Additional expenses during the meeting, such as box lunches, AV equipment rental and reception, had increased the total expenses incurred by the Local Arrangements Committee. Student Awards Committee decided to increase the number of student awards, which also contributed to the increased expenses. At the end, the total expenses more than double the original budget allotted.

The increased income gained during the 2012 Little Rock meeting was not enough to cover the increases in expenses. SEB suffered a net loss of \$6,271.91 for the 2012 meeting.

SEB net worth as of 31 January 2013

As of 31 January 2013, SEB has a net worth of \$102,924.73, which include balance from three accounts with PNC Bank: \$8,790.20 in Checking (CK), \$33,970.73 in Money

Market (MM), and \$60,163.80 in Certificate of Deposit (11-month CD; established 7 August 2012). The current net worth is higher than the net worth of \$98,159.21 on 31 January 2012. The current net worth includes some registration fees and expenses associated with the 2013 annual meeting.

Checking Account (2/1/2012 – 1/31/2013) (details of transactions in Appendix D):

Starting balance	\$19,249.81
Deposits – Income	\$89,363.19
Deposits – From MM	\$55,000.00 (3/2/2012)
Deductions – Expenses	\$84,822.80
Deductions – To MM	\$70,000.00 (5/14/2012)
Final balance	\$8,790.20

* Ending balance on 1/31/2012 was reported as \$19,294.81.

Money Market Account (2/1/2012 – 1/31/2013):

Starting balance	\$78,909.40
Deposits – Income	\$61.33
Deposits – From CK	\$70,000.00 (5/14/2012)
Deductions – To CK	\$55,000.00 (3/2/2012)
Deductions – To CD	\$60,000.00 (8/7/2012)
Final balance	\$33,970.73

Certificate of Deposit (8/7/2012 – 1/10/2012):

Starting balance	\$60,000.00
Deposits – Income	\$163.80
Final balance	\$60,163.80

Proposed Budget for 2013-2014

Compared to the approved 2012-2013 budget, the proposed budget for 2013-2014 includes a significant increase in expenses (Appendix B). Because President-Elect David Hall does not require assistance in travel to the SEB meeting, the budget for President remains at \$50 to cover other miscellaneous expenses. The budgets for Secretary-Treasurer, Archiving, Site Selection Committee, and Student Affairs Committee remain the same as 2012-2013. The budget for the Program Committee increases by \$200 to cover an increase in fees associated with Confex paper submission system. The fee for the 2012-2013 meeting was \$1,300, which is \$200 more than originally budgeted for 2011-2012. A new budget line item is included in the proposed budget to account for reimbursement to student volunteers (budgeted at 16 students at \$25 each) for their services to Local Arrangements Committee. The reimbursements were previously provided but not included in the previous budgets. The total expense is \$41,400.

The Student Awards Committee sees the greatest increase in budget to account for the increased number of student awards. During the 2012 Little Rock meeting, the SAC provided 10 first and second place awards for all oral and display presentation categories. Such an increase was in large part to maintain a reasonable number of student papers or

displays individual judges have to evaluate. In 2013 meeting, the SAC decided to follow the same procedure of awarding multiple awards in each category. The increased budget for SAC in 2012-2013 (\$650) was not sufficient to cover all the increased awards. It is not clear if the trend of multiple awards will continue. The proposed budget includes three first-place and three second-place awards for each category. The total increase in award money is \$2,550.

The expected income for 2013-2014 is similar to the approved 2012-2013 budget, but with a decrease in the amount to be received from ESA Program Enhancement Funds. Neil Willoughby at ESA Central suggested a budget of \$3,500. The total income is \$35,950. To balance the budget, \$5,450 will be transferred from the reserved maintain in Money Market or CD.

David Hall moved we accept the proposed budget after the corrections to typos; seconded by Nancy Hinkle. Approved budget is attached in Appendix C.

Discussions:

Mike Williams pointed out we are increasing the student awards budget to a large extent, and wondered if it would be self supporting, or it might cut drastically into our savings. JC said yes, that this could negatively affect SEB in the long run. Melissa Siebert offered that perhaps we could reevaluate finances each year as we go along, and to make cut backs when necessary. For example, monetary awards could be reduced, and we might only give wooden plaques to first place winners. It was suggested that some awards could become industry sponsored. Hall agreed and suggested we proceed with accepting JC's proposed expenditures on awards (increase of \$5100). Hall also suggested he could put an *ad hoc* committee together to evaluate award amounts and to make recommendations. The following were identified as probable members of this committee: Melissa Siebert, Gregg Nuessly, JC Chong, and D.G. Hall.

President Buntin then call for a vote on the motion on the floor, and it passed unanimously by voice vote.

11. Comments from President-Elect – David Hall

It has been an honor to serve as President-Elect of the ESA-Southeastern Branch, and I thank everyone for their support. I especially appreciate the guidance provided to me by President Buntin and Past-President Leppla.

- **SEB Guidelines Update**
The President-Elect is charged with updating the SEB Guidelines each year. This past year we deviated somewhat from this, as under President Leppla we formed an *ad hoc* committee to make major format changes to the guidelines. This committee has now been abolished. The most recent revised set of guidelines was posted to the website on January 4, 2013.

- Approval of Nominating Committee (all members)
Pending approval by the Executive Committee, Kris Braman has agreed to serve as Chair of the Nominations Committee along with Frank Hale (University of Tennessee), Oscar Liburd (University of Florida), Rob Meagher (USDA-ARS), David Shapiro-Ilan (USDA-ARS), Melissa Siebert (Dow) and Josh Temple (DuPont).

Hall moved to accept the members of the Nominations Committee, second by Nancy Hinkle, passed unanimously by voice vote.

- Announcement of Program, Local Arrangement, Member Awards, Student Awards, and 2016 Site/Location Committee Chairs

David Jenkins (USDA-ARS, Mayaguez, Puerto Rico) has agreed to serve as Program Chair for the 2014 meeting in South Carolina.

Alvin Simmons, (USDA-ARS, Charleston, SC) has agreed to transition from the 2014 site/location committee to Chair for Local Arrangements for the 2014 meeting in Greenville, SC.

Marianne Shockley Cruz (University of Georgia) has agreed to serve as Chair for the Member Awards Committee.

Babu Srinivasan (UGA) has agreed to serve as Chair of Student Awards Committee.

Hanna Burrack (NCSU) has agreed to serve as Chair of the 2016 Site/Location Committee, which following the SEB normal rotation will take place in NC.

- ***Ad hoc National Offices Nominating Committee***
No report. David Gammel mentioned that Phil Mulder will be stepping down as the ESA Treasurer at the end of the 2013 National Meeting in Austin and that a successor will need to be elected during summer 2013.

12. Adjourn

The meeting discussions ended at 12:20 pm. Nancy Hinkle moved to adjourn; seconded by Ted Cottrell. Motion to adjourn passed unanimously by voice vote.

Respectively submitted,
JC Chong and D. G. Hall

Appendix A 2011-2012 SEB Budget and Actual Expenditures

	Approved Budget	Actual
INCOME		
Meeting registration	25500	36680
ESA Program Enhancement Funds (2011)	4500	3639
Interest on Money Market Account/CDs	500	201
Gast and Hays Awards	750	1500
Industry sponsorship	6000	22050
Income from PCO	-	10626
Income from NCAC, SAC	-	675
SWB reimbursement for logo award	-	100
SWB reimbursement for profit share	-	3231
TOTAL INCOME	\$37,250.00	\$78,702.98
EXPENSES		
President		
Travel for SEB President	200	755
Miscellaneous (phone, postage, etc)	50	-
	\$250.00	\$754.65
Secretary-Treasurer		
Program printing	1200	1000
Replacement laptop	-	751
Office supplies/printing	300	20
APS Carib Dic profit share from PR meeting	-	2000
Miscellaneous (on-site expenses)	300	-
Student volunteers (\$25 each)	-	325
Shipping costs	200	354
Travel	100	-
	\$2,100.00	\$4,449.93
Program Committee		
Travel for Program Chair	200	165
Travel for ESA President/Exec Dir.	100	-
Travel for invited speaker	750	-
	\$1,950.00	\$165.20
Local Arrangement		
Travel for LAC Chair	200	-
Mixer	6000	4997
Break refreshments	8250	10182
Banquet	8500	11370
Monday breakfast	1700	10782
Box lunches Monday	-	9465
Box lunches Wednesday (PCO)	-	3758
A/A rentals	-	10279
SAC/NCAC joint meeting	-	1163
Clinton Library reception	-	8778
Guest program	700	1199
Poster board rental	350	-
Logo contest	-	100
Miscellaneous	1000	469
	\$36,700.00	\$72,542.15
Site Selection Committee		
Travel for Chair	\$200.00	-
Office of Archivist/Historian		
Miscellaneous (storage materials, supplies)	\$50.00	\$50.00
Awards Committee		
Kirby Hays Memorial Award	250	250
Gast Award	500	1000
SE Branch Award	200	400
Comstock Award	100	100
Display Presentation Award (M.S. student)	200	400
2nd Place Display Award (M.S. student)	-	50
Display Presentation Award (Ph.D. student)	200	400
2nd Place Display Award (Ph.D. student)	-	100
Oral Presentation 2nd Place (M.S. student)	100	300
Oral Presentation 2nd Place (Ph.D. student)	100	200
Best B.S. Oral Presentation	-	100
Best B.S. Display Presentation	-	100
Award Plaques	900	1238
Logo award	-	200
Miscellaneous	100	-
	\$2,650.00	\$4,838.21
Student Affairs Committee		
Linnaean Team Travel to ESA Meeting	2000	200
Linnaean Game Supplies + Shipping	100	75
Linnaean Game Award Plaques/Gifts	100	50
Photo Salon Award Plaques	50	50
	\$2,250.00	\$2,174.75
Bank Fees/State Fees	\$100.00	-
TOTAL EXPENSES	\$36,250.00	\$84,974.89
Overall	INCOME	\$37,250.00
	EXPENSES	\$36,250.00
	DIFFERENCE	\$100.00
		\$78,702.98
		\$84,974.89
		\$6,271.91

Appendix B

SEB-ESA PROPOSED BUDGET FOR 2013-2014

		2012-2013		2013-2014		
		Approved Budget		Proposed Budget		
		Amount	Total	Proposed Change	Amount	Total
INCOME						
	Meeting Registration	25500			25500	
	ESA Program Enhancement Funds	4500		-1000 a	3500	
	Transfer from Money Market	1300		5450 b	5450	
	Interests from CD and Money Market	200			200	
	Gast and Hays Awards	750			750	
	Sponsorship	6000			6000	
TOTAL INCOME			38250			41400
EXPENSES						
President	Travel for SEB President	0		0 c	0	
	Miscellaneous (phone, postage, etc)	50	50		50	50
Secretary-Treasurer	Program printing	1200			1200	
	Office supplies/printing	300			300	
	Miscellaneous (on-site expenses)	300			300	
	Bank Fees/State Fees	100			100	
	Shipping costs for meeting	200			200	
	Travel	650	2750		650	2750
Program Committee	Travel for Program Chair	200			200	
	Travel for ESA President/Exec Dir	1000			1000	
	Confex (paper submission system)	1100		200 d	1300	
	Travel for Invited Speakers	750	3050		750	3250
Local Arrangements	Travel for LAC Chair	200			200	
	Student volunteers (\$25 each)	-		400 e	400	
	Mixer	6000			6000	
	Break Refreshments	8250			8250	
	Banquet	8500			8500	
	Monday breakfast	1700			1700	
	Associates Program	700			700	
	Poster boards rental	350			350	
	Miscellaneous	1000	26700		1000	27100
Student Affairs	Linnaean Team Travel to ESA Meeting	2000			2000	
	Linnaean Game Supplies + Shipping	100			100	
	Linnaean Games Award Plaques/gifts	100			100	
	Photo Salon Award Plaques	50	2250		50	2250
Site Selection	Travel for Chair	200	200		200	200
Archives Committee	Maintenance of archives (NCSU Library)	50	50		50	50

Appendix B continues

		2012-2013		2013-2014		
		Approved Budget		Proposed Budget		
		Amount	Total	Proposed Change	Amount	Total
EXPENSES						
Awards Committee	Kirby L. Hays Memorial Award	250			250	
	John Henry Comstock Award	100			100	
	Gast Award (Ph.D. Oral)	500		1000 f	1500	
	SE Branch Award (M.S. Oral)	200		400 g	600	
	Oral - First Place (Undergraduate)	-		100 h	100	
	Oral - Second Place (M.S. student)	100		200 i	300	
	Oral - Second Place (Ph.D. student)	100		200 j	300	
	Display - Award (Undergraduate)	-		100 k	100	
	Display - Award (M.S. student)	200		400 l	600	
	Display - Award (Ph.D. student)	200		400 m	600	
	Display - Second Place (M.S. student)	-		150 n	150	
	Display - Second Place (Ph.D. student)	-		150 o	150	
	Award Plaques	900			900	
	Micellaneous	650	3200	-550 p	100	5750
TOTAL EXPENSES			38250			41400

OVERVIEW	2012-2013	2013-2014
INCOME	38250	41400
EXPENSES	38250	41400
DIFFERENCE	0	0

- Proposed Changes:
- a. Reduced by \$1000 based on suggestion from ESA Central.
 - b. Transfer from Money Market Account to balance budget.
 - c. Remain unchange from 2012-2013. Incoming President, David Hall, will not need the travel funds.
 - d. Confex fee was \$1300 in 2012-2013.
 - e. New budget item: reimbursement of \$25/person for 16 student volunteers.
 - f. Added \$1000 to account for 3 Robert T. Gast Awards at \$500/student (Ph.D.).
 - g. Added \$400 to account for 3 SEB Student Awards at \$200/student (M.S.).
 - h. New budget item: \$100 for outstanding undergradaute oral presentation at \$100/student
 - i. Added \$200 to account for 3 second place M.S. student oral presentations at \$100/student.
 - j. Added \$200 to account for 3 second place Ph.D. student oral presentations at \$100/student.
 - k. New budget item: \$100 for outstanding undergradaute display presentation at \$100/student.
 - l. Added \$400 to account for 3 M.S. display presentation awards at \$200/student.
 - m. Added \$400 to account for 3 Ph.D. display presentation awards at \$200/student.
 - n. New budget item: \$150 for 3 second place M.S. display presentations at \$50/student.
 - o. New budget item: \$150 for 3 second place Ph.D. display presentations at \$50/student.
 - p. Subtract \$550 that was budgeted to cushion for increased numbers of student awards in 2012-2013.

Appendix C

SEB-ESA APPROVED BUDGET FOR 2013-2014

		2012-2013		2013-2014		
		Approved Budget		Proposed Budget		
		Amount	Total	Proposed Change	Amount	Total
INCOME						
	Meeting Registration	25500			25500	
	ESA Program Enhancement Funds	4500		-1000 a	3500	
	Transfer from Money Market	1300		4150 b	5450	
	Interests from CD and Money Market	200			200	
	Gast and Hays Awards	750			750	
	Sponsorship	6000			6000	
TOTAL INCOME			38250			41400
EXPENSES						
President	Travel for SEB President	0		0 c	0	
	Miscellaneous (phone, postage, etc)	50	50		50	50
Secretary-Treasurer	Program printing	1200			1200	
	Office supplies/printing	300			300	
	Miscellaneous (on-site expenses)	300			300	
	Bank Fees/State Fees	100			100	
	Shipping costs for meeting	200			200	
	Travel	650	2750		650	2750
Program Committee	Travel for Program Chair	200			200	
	Travel for ESA President/Exec Dir	1000			1000	
	Confex (paper submission system)	1100		200 d	1300	
	Travel for Invited Speakers	750	3050		750	3250
Local Arrangements	Travel for LAC Chair	200			200	
	Student volunteers (\$25 each)	-		400 e	400	
	Mixer	6000			6000	
	Break Refreshments	8250			8250	
	Banquet	8500			8500	
	Monday breakfast	1700			1700	
	Associates Program	700			700	
	Poster boards rental	350			350	
	Miscellaneous	1000	26700		1000	27100
Student Affairs	Linnaean Team Travel to ESA Meeting	2000			2000	
	Linnaean Game Supplies + Shipping	100			100	
	Linnaean Games Award Plaques/gifts	100			100	
	Photo Salon Award Plaques	50	2250		50	2250
Site Selection	Travel for Chair	200	200		200	200
Archives Committee	Maintenance of archives (NCSU Library)	50	50		50	50

Appendix C continues

		2012-2013		2013-2014		
		Approved Budget		Proposed Budget		
		Amount	Total	Proposed Change	Amount	Total
EXPENSES						
Awards Committee	Kirby L. Hays Memorial Award	250			250	
	John Henry Comstock Award	100			100	
	Gast Award (Ph.D. Oral)	500		1000 f	1500	
	SE Branch Award (M.S. Oral)	200		400 g	600	
	Oral - First Place (Undergraduate)	-		100 h	100	
	Oral - Second Place (M.S. student)	100		200 i	300	
	Oral - Second Place (Ph.D. student)	100		200 j	300	
	Display - Award (Undergraduate)	-		100 k	100	
	Display - Award (M.S. student)	200		400 l	600	
	Display - Award (Ph.D. student)	200		400 m	600	
	Display - Second Place (M.S. student)	-		150 n	150	
	Display - Second Place (Ph.D. student)	-		150 o	150	
	Award Plaques	900			900	
	Micellaneous	650	3200	-550 p	100	5750
TOTAL EXPENSES			38250			41400

OVERVIEW	2012-2013	2013-2014
INCOME	38250	41400
EXPENSES	38250	41400
DIFFERENCE	0	0

- Proposed Changes:
- a. Reduced by \$1000 based on suggestion from ESA Central.
 - b. Transfer from Money Market Account to balance budget.
 - c. Remain unchange from 2012-2013. Incoming President, David Hall, will not need the travel funds.
 - d. Confex fee was \$1300 in 2012-2013.
 - e. New budget item: reimbursement of \$25/person for 16 student volunteers.
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 - h. New budget item: \$100 for outstanding undergradaute oral presentation at \$100/student
 - i. Added \$200 to account for 3 second place M.S. student oral presentations at \$100/student.
 - j. Added \$200 to account for 3 second place Ph.D. student oral presentations at \$100/student.
 - k. New budget item: \$100 for outstanding undergradaute display presentation at \$100/student.
 - l. Added \$400 to account for 3 M.S. display presentation awards at \$200/student.
 - m. Added \$400 to account for 3 Ph.D. display presentation awards at \$200/student.
 - n. New budget item: \$150 for 3 second place M.S. display presentations at \$50/student.
 - o. New budget item: \$150 for 3 second place Ph.D. display presentations at \$50/student.
 - p. Subtract \$550 that was budgeted to cushion for increased numbers of student awards in 2012-2013.