

ESA EASTERN BRANCH SUMMER PLANNING MEETING
June 3, 2013
MINUTES

Present: Daniel Frank (minutes), Eric Day, Paula Shrewsbury, Chris Bergh, Mark Taylor, Tracy Leskey, Tom Kuhar, Don Weber, Faith Kuehn, Yolanda Chen, Matt Petersen, Peter Meng

Eastern Branch ESA President Eric Day opened the meeting at 10:04 a.m.

President called roll of attendees

Executive Committee Reports

Past President report (Chris): Responsibilities of L.O. Howard and Herbert T. Streu award nominations on agenda. No other report or issues are raised.

Secretary report (Daniel): Will make sure ESA award nominees are sent to the national office. No other report or issues are raised.

Treasurer report (Mark): Will send finalized financial statement to Executive Committee later in June when all checks have been cashed/cleared. As of now balances are: Checking \$8,427.19, CD \$42,321.55, Money Market 17,080.30, Total Funds \$67,829.54.

More was spent this year for things not normally accounted for in the past (i.e. Conference Exchange \$1,300, easel rental \$821, awards \$500). Conference Exchange costs delegated to ESA branches for first time in 2012 (responsible for collecting abstracts, notifying speakers and others, reporting, provision of electronic copies for published program, hosting programs online). Conference Exchange now an annual cost with the contract running from Oct. to Oct. Tracy said conference exchange was helpful for Cesar Rodriguez last year (support received and overall process); the only issue was a delay in getting the system up and running (need to make sure everything is ready in time when people begin submitting). Chris added that when putting the physical program together there was an issue with inconsistent institution names (e.g. Virginia Polytechnic Institution and State University vs. Virginia Tech). Tom added that there were also inconsistencies in names for individuals. Eric will bring these issues up with Doug for the Governing Board summer meeting.

Mark reiterated that a formal, finalized financial statement will be sent to the Executive Committee when he receives the June statement.

Governing Board report (Doug): Eric provided Doug's report because he was out of the country. No new issues were raised because the Governing Board meetings will occur later this summer. The Governing Board will hold its summer planning meeting on 10-12 July 2013 in Austin, TX. Doug will send a report following the summer meeting.

Member at Large report (Mary Purcell-Miramontes): Eric noted that the Member at Large position needs to be filled because Mary's term ends this year after the meeting.

Standing Committee Reports

L.O. Howard and Herbert T. Streu Awards (Chris): Will start the process of identifying nominees. Sept. 1 suggested by Eric as a date for call of nominations since the deadline was Nov. 1 according to guidelines on the Branch website.

Program Committee (Tracy and Tom): Eric noted that the submitted paper deadline was Nov. 1, so call for symposia title nominations should begin around the end of summer. Tracy noted that last year's deadlines were: symposia proposals Sept. 15, submission of symposia Dec. 1, and student oral presentations Dec. 31. Dates pushed back a little because of Conference Exchange system. Tracy asked attendees if they have any ideas for symposia that they would like to see targeted, so that she can begin identifying symposia organizers; she would like to target 8 symposia. Annual symposia identified as IDEP, student paper competition, industry, and biocontrol. Past meetings have usually included 8-9 symposia, so additional new symposia topics needed. Tom suggested adding an annual symposium covering vegetable, field crops, and industry because a similar symposium at the last meeting was well attended and interest was high. Eric suggested adding a brown marmorated stinkbug symposium. Tracy agreed and suggested targeting a symposium that combines brown marmorated stinkbug and spotted wing drosophila, similar to the last meeting. Others agreed and suggested placing it on the last day of the meeting to retain attendees. Eric recommended that the symposium should occur at a different time from the IDEP symposium. Eric also suggested sending a call for symposia to the Branch for additional program input.

Eric asked if Bugs World will be Sunday afternoon. Faith confirmed that it was Sunday, March 16th and that the last several years she has bracketed the morning and afternoon from 10 am to 3 pm, and will likely continue to do the same for the upcoming meeting. Eric mentioned that since the meeting will be in a highly populated area, there will likely be a large turnout. Faith agreed and wondered if Virginia Tech will have students interested in volunteering their time to help. Eric suggested that Faith contact Mike Weaver since he is involved with entomology outreach at Virginia Tech. The budget for Bugs World was discussed and Mark noted that \$750 was allocated for the symposium. Faith mentioned that Bugs World needed to be in a large room that would not interfere with any other sessions. She said that in the past she has visited the location beforehand to check out the room and the logistics of the conference center. Faith suggested scheduling a date to do this in the fall. Eric said he would like to be there as well and agreed that late fall would be a good time for a potential site visit. Tracy and Tom would also like to attend if their schedules permit. Tom suggested that it would also be beneficial to look at the rooms for the sessions because in the past they have had issues with their size and the number of chairs.

Tom asked that when soliciting symposia if they will have to make a cut if they receive more than 8 or 9. Eric said that responsibility was up to the Program Committee. Tracy mentioned that in the past they have never had that issue and that it was traditionally the opposite of trying to find 1 or 2 more. In terms of rental space, Eric and Mark noted that rooms will be booked for 3 concurrent sessions prior to the meeting. A call for symposia titles was suggested for around mid-July.

Student Affairs (Peter): Universities are being contacted to find out who the student representatives are. The response so far has been poor. An effort will be made to contact the graduate entomology clubs to find out if they have representatives. Some of the student representatives that have been contacted did not know they were listed as a student representative. Tracy suggested that Peter put a lot of pressure on departments to get a student representative. Peter agreed and mentioned that he has also contacted students from universities who do not have representatives, but who have presented at this past meeting. Peter reiterated that he will be more aggressive to find students to fill this role.

Chris asked if there was an effort to reach out to some of the smaller colleges and universities that have a biology department and who would be interested in participating in the society. Peter mentioned that he has only contacted universities who have had students come to the meeting, but agreed that he should try to contact some of these colleges. Chris noted that this was something that has been talked about repeatedly over time, but was not sure how much has come of it to date. Faith mentioned that since travel budgets are tight, especially for smaller colleges, an effort should be made to first select schools within a radius of a couple hours' drive from the meeting and then go from there. Eric mentioned that a couple entomologists in the area, Norm Fashing from William and Mary and Barbara Abraham from Hampton University, might be good contacts to find local entomologists. Tom suggested that it would be a good idea for someone to look at programs from the last 5 years to find professors who have had students present in the past, and target them. Chris suggested that the University of Massachusetts, which has been out of the fold of late, should also be targeted. Faith suggested another way to find smaller schools would be to look in journal databases to see who is publishing. Eric mentioned that he will check with the ESA national representative to see if they have a list of institutions in the Eastern Branch and pass it along to Peter.

Chris suggested that when communicating with universities and colleges a 1 page copy of the symposia and activities from the last meeting should be sent; highlighting the student symposia and student workshop for jobs in entomology. Yolanda mentioned that she would like to see the Eastern Branch target their image because a lot of people think of the Eastern Branch meetings as being strongly agricultural. She noted that if this continues to persist this may dissuade people from attending and hurt recruitment for those people who work with insects, but in other disciplines such as ecology, evolution, and genetics. Eric noted that this was something that could be addressed with the symposia. He further stated that this has been a long time problem with not only the Eastern Branch, but the national ESA, because a lot of other growing organizations seem to pull people away. Eric reiterated that symposia on some of these basic topics may be a way to generate greater interest within the Branch.

Contact with other entomological societies such as the statewide groups was also suggested. Eric will ask the national ESA office if they keep a list of state entomological societies, and if so, pass it along to Peter.

Meeting Site Selection (Mark): The 2014 meeting will be at the Crown Plaza at Fort Magruder in Williamsburg, VA from March 15 to March 18. Room rates are \$99 for single and double, \$109 for triple, and \$119 for quad.

Eric asked if there are any thoughts for the meeting in 2015. Mark mentioned that last year it came up that they didn't want to have the meeting again in Harrisburg, but instead at some other meeting location in Pennsylvania. He noted that the Eden Resort in Lancaster was easy to work with and very accommodating, and that he had heard a lot of good things from members who attended the meeting this year. Mark said he will leave it up to the committee to decide if they want to pursue a meeting at this location again in 2015. Eric noted that the meeting has traditionally returned to Pennsylvania or the center part of the Branch every other year. Lack of nearby restaurants was mentioned as the only negative for the Lancaster location. Eric asked Paula if she had any input on locations since she will be president for the 2015 meeting. Paula said she was open to suggestions, but that Lancaster would work for her. She asked the rest of the committee if they had any input on potential meeting sites. Tom asked if the Branch had considered Hershey, PA because the mid-Atlantic Fruit and Vegetable Conference is traditionally held there. Chris mentioned that in the past they received a bid from Hershey that was considerably more expensive. Tracy noted that a meeting in Hershey would be similar to Lancaster in that the meeting site would be removed from the center of town. Faith mentioned that they have looked at options in Delaware, specifically the Wilmington area, but wasn't sure if there were cost issues associated with those locations. Chris mentioned that when they were considering Delaware in the past there were two options; the first was to hold the meeting in downtown Wilmington, which would have been quite a bit expensive, and the second was to hold it on the outskirts of the city in a potentially unappealing location (i.e. isolated and near a major artery with only fast food restaurants and gas stations nearby). Eric suggested that if they were in agreement to hold the meeting in the Pennsylvania/Delaware area that it might be a good idea if Mark could again request proposals from hotels to make sure that they were getting a good price compared to the Eden Resort in Lancaster. Tom mentioned that he couldn't remember having a meeting in Delaware before and asked if anyone had looked into Rehoboth, DE. Faith responded that the Atlantic Sands at Rehoboth Beach was a great conference hotel, but that people flying in would likely have to travel from Baltimore, MD or Philadelphia, PA. She mentioned that in addition to Rehoboth the committee should also consider Newark, DE where the University of Delaware is located. Eric noted that the central meetings generally do not have too many people flying in and that a lack of nearby airports may not be an issue. Paula asked the committee if they remembered the meeting in Ocean City, MD and what the turnout for that site was. She noted that a meeting in Rehoboth would probably be similar as far as location and transportation to get there. Tom said he remembered the Ocean City meeting as being successful. Eric remembered the final day's symposiums as being poorly attended. Eric asked Mark if he could include Rehoboth, DE and the surrounding area when requesting proposals from hotels. Mark said he will add Hershey, PA, Wilmington, DE, Rehoboth, DE, and Newark, DE on his list of potential meeting locations. Peter asked about holding the meeting in larger cities such as Philadelphia, PA and Baltimore, MD. Mark mentioned that when soliciting the Philadelphia hotels he remembered them as being very cost prohibitive. Eric concurred and mentioned that high room costs were why they have stayed out of areas like Washington D.C. too. Paula asked Mark what the time frame was for choosing a site and if he would be sending proposals from hotels in the suggested areas to the committee. Mark explained that his contact from Conference Direct will send him a pdf of potential hotels and that he will send this to the committee to review. Conference Direct normally likes a final decision by November.

Outreach and Bugsworld (Faith): Faith asked the committee that if they have any additional comments, ideas, or feedback about Bugs World to send them her way. She reiterated that she will be looking for student volunteers and asked about local arrangements. Eric noted that Pete Shultz, Ames Herbert, and Shawn Malone will be the local arrangements contacts for the Williamsburg meeting.

Old Business: Chris noted that the Lancaster meeting went well and that Dan Janzen's keynote presentation was stupendous. Eric has been considering Steven Lingafelter from the Smithsonian for next year's keynote address. Eric asked the committee that if they have other suggestions for next year's keynote address to let him know.

Daniel asked the committee if they have any changes or comments on the minutes from the March meetings. No changes or comments were made. An email to the Executive Committee will be sent when the minutes are available on the Branch website.

New Business: Eric mentioned that he has sent a revised Executive Committee list and will continue to make revisions as positions are filled. Positions that were recently filled include: Student Affairs Co-Chair, James Wilson and Student Paper Competition Chair, Carlyle Brewster. Positions that need to be filled include: ESA Awards Committee, Student Paper Competition Co-Chair, Registration Chair, and Public Information Committee. Chris noted that at a past meeting they decided to combine the role of the Public Information Committee into the Outreach Committee. Faith concurred that the two committees were combined into one.

Jobs in Entomology workshop will be repeated for the next meeting and will likely be held after the President's reception.

December 31 set as deadline for student papers. In the past, noncompliance with the deadline resulted in extra work, which was why it was not extended last year. Email messages will be sent periodically throughout the fall, and like last year, the deadline will not be extended.

Don reminded the committee that the deadline for Eastern Branch awards was July 1. Yolanda noted that the nominees are already set and that the packages are ready to be sent to the national office. Packages are for: Laura Harrington, ESA Distinguished Achievement Award in Teaching; Elson Shields, ESA Excellence in IPM; and Rod Youngman, ESA Distinguished Achievement Award in Extension. Don explained the ESA awards. Overall there are 26 awards; ESA (national) and the Entomological Foundation offer 8 and 6 professional awards, respectively, and 7 and 5 student awards, respectively. Awards specific to the Eastern Branch include: L.O. Howard Award and Herb T. Streu Award (selected by EB Awards Committee); and Asa Fitch Graduate Student Award (selected by the EB Student Affairs Committee). Of the national professional awards only nominations from ESA Branches are accepted for the ESA Distinguished Achievement Award in Extension and the ESA Distinguished Achievement Award in Teaching; these are selected at the Branch level, are part of the national awards process, and awarded at the ESA Annual Meeting each year. The same rules apply to one of the Entomological Foundation professional awards, the Award for Excellence in IPM. These three awards give rise to the duties of the Screening for ESA Awards Committee. The John Henry Comstock Graduate Student Awards are also selected at the Branch level (by the Student Affairs

Committee), but are part of the national awards process. Unlike the three professional awards above though, there is no national competition among the winning students from different branches. They are all awardees.

Eric thanked everyone for their time and moved to adjourn the meeting. No new issues were brought forth and the motion was passed. Meeting closed at 12:02 pm.