

## **ESA Eastern Branch Summer Business and Planning Meeting, College Park, Maryland**

### **Tuesday, 10 June 2003 Meeting Minutes (prepared by R. R. Youngman)**

**Members present:** Chris Bergh, Eric Day, George Hamilton, Douglass Miller, Doug Pfeiffer, Mike Raupp, Susan Whitney, and Rod Youngman

At 9:00 am Mike Raupp called the meeting to order and welcomed everyone to College Park. Mike asked for a round of introductions and then went over his revised meeting agenda.

#### **President's Report: Mike Raupp**

Mike emphasized that one of his priorities for this meeting was the 2004 Program. He wanted to talk about coming up with a program theme, and the possibility of having another joint program. He said he also wants to go over changes to the Bylaws. He then asked for officer and committee reports.

#### **Past President's Report: Susan Whitney**

Susan began by handing out printed copies of the ESA EB Policies. She pointed out that one of the responsibilities of the immediate Past President is to select next year's recipients for the L. O. Howard and Herbert T. Streu awards. However, to select the best award recipient she would like to receive a number of qualified nominees for each award category, and this has not been happening. For whatever reason, the branch membership is not taking the time to nominate deserving individuals. She suggested Mike send a listserve announcement to the membership on 15 September requesting nominees for both these awards, and added that she will provide Mike with the text for the announcement. She next commented on the presentation of awards at the annual banquet. She said we need to do a better job of having the President and Past President pose for pictures with each award recipient. She concluded by pointing out that the Eastern Branch Standard Operating Procedures were greatly in need of updating.

#### **President-Elect's Report: Doug Pfeiffer**

Doug said that according to the branch guidelines the President-Elect is still responsible for seeing that changes get made, but the Past President needs to take the initiative to send procedural changes to the President-Elect and that the President needs to do same thing. Doug said he will solicit changes from the Past President and current President on updating the Standard Operating Procedures manual. He will come up with recommendations guidelines for setting up committee chairs.

#### **Treasurer's Report: Eric Day**

Eric said we have a contract for the 2005 annual meeting to return to the

Harrisburg Hilton, which will be held 20-22 March. We are obligated to 10 rooms for Saturday, 115 rooms for Sunday, 115 rooms for Monday, and 10 rooms for Tuesday. We are following the same contractual arrangement as was done for the 2003 meeting. Eric then asked for suggestions for a 2006 meeting location. He pointed out that according to the north/central-south/central formula for selecting meeting sites, the 2006 meeting is scheduled for a southern site. There was discussion on this issue, but nothing was settled on. Lastly, Eric asked to be allowed to purchase the accounting software Quicken to enable him to prepare his Eastern Branch financial statements.

Susan asked for a motion to purchase Quicken.

The motion was seconded.

The motion passed by unanimous vote.

Voting members: Day, Pfeiffer, Raupp, Whitney, and Youngman.

George reported on the 9 June 2003 financial statement he prepared in his capacity as immediate past Treasurer. He said the branch finances are in good shape, and as of 1 July 2002, the General Fund totaled \$24,014.25. Combining the General Fund amount with the \$22,036.89 in receipts, less the \$17,497.24 in disbursements, the General Fund balance as of 9 June 2003 was \$28,553.90. George said our Reserve Fund balance as of 9 June 2003 was \$32,183.76. Overall, the total funds available to the branch as of 9 June 2003 was \$60,737.66.

A motion to accept the past Treasurer's Report was made.

The motion was seconded.

The motion passed by unanimous vote.

Voting members: Day, Pfeiffer, Raupp, Whitney, and Youngman.

### **Secretary's Report: Rod Youngman**

Rod spoke about continuing to explore ways to move to an all electronic ballot. However, it will first be necessary to obtain approval of the membership to allow the membership to be notified electronically of all future issues requiring their vote. After some discussion, it was agreed the Secretary will send a hard-copy ballot to the entire branch membership on this issue. Rod then said he was in the process of updating the dynamic web page used for electronic submission of oral and poster presentations for the 2004 meeting. He said the web page will include a place for members to indicate if they would like to volunteer for Eastern Branch committee service. Discussion then turned to approving the minutes from the 2003 annual meeting in Harrisburg. Rod said those meeting minutes were not ready to be approved at this time. He said they will be ready for approval at the 2004 annual meeting in New Haven.

**Member-At-Large Report: William Lamp (to be confirmed)**

Tom Anderson, the immediate past Member-At-Large, has relocated outside the Eastern Branch region. The vacancy needs to be filled according to Article 2 section 5. The procedure involves a written vote by the Executive Committee.

Mike called for a written election for Bill Lamp.

The vote was unanimous in favor of Bill Lamp.

Voting members: Day, Pfeiffer, Raupp, Whitney, and Youngman.

**Governing Board Representative Report: Brian Nault, not present**

It was pointed out that Brian's three-year term was over, and that George Hamilton has agreed to be placed on the national ballot.

**Standing Committee Reports**

**Awards Committee: Susan Whitney**

Report already given; see above comments in Past President's Report.

**Finance Committee: Dean Polk, not present**

No report.

**IDEP Committee: Donna Ellis, not present**

Mike said he received a brief communication from Donna about a few suggestions for the 2004 Program. She told Mike there was nothing new happening with IDEP other than the IDEP symposia for 2004.

**Meeting Site Selection Committee: George Hamilton**

George said the 2004 annual meeting in New Haven was his last obligation, and that Eric has taken care of the 2005 annual meeting in Harrisburg, PA. Eric raised the possibility of having the 2006 meeting at Virginia Tech's Hotel Roanoke and Conference center.

**Membership Committee: Doug Pfeiffer**

Doug said he had nothing to report. His chairmanship ends this year, and he thinks Nic Ellis at Penn State may be the next chair of this committee. However, his chairmanship has not yet been confirmed. Susan asked if Nic knows that he is on the branch membership committee. No one present had an answer for Susan's question.

**Nominations Committee: Paula Shrewsbury (to be confirmed)**

No report.

**Program Committee: Douglass Miller and Chris Bergh (Co-Chairs)**

Dug Miller felt the major challenge for the 2004 meeting will be to combine our

meeting with the Eastern Plant Board. Dug said that Bill Gimpel, who also is involved with the Eastern Plant Board, is hesitant because they typically meet the first week of April, and that local arrangements may be a problem in Connecticut. Mike said he could envision a joint, one-day meeting perhaps on Wednesday that would work for both organizations. Rod asked about the Eastern Plant Board membership and mission. Mike responded that the Eastern Plant Board has about 60-70 members, which include regulatory folks, state agencies, nursery inspectors, etc. Its mission overlaps fairly closely with that of the IDEP committee. He remarked there may be opportunities for joint workshops between the two organizations.

Discussion turned to items for the 2004 Program. George handed out a hotel floor plan, and said the Crown room will be used as a storage room for local arrangements. The Goffe room will be used for the Executive Committee meeting. Chapel A, George A, and Wooster will be used for breakout sessions. College A and B will be used for the reception, exhibitors, and posters, and that poster presenters will be required to be at their poster at specified times during the meeting. George said the banquet will be held in the Grand Ballroom A and B rooms. George said we need to meet our contractual obligation with the Omni to fill 200 room nights. He said we need to double check with Faith about outreach at the Peabody Museum. Dug Miller asked if three breakout rooms had been enough in the recent past, and George said he thought that was about right.

Mike suggested we move on to a discussion of the program content for 2004. He raised the subject of the Plenary session and asked, "Do we need it?" He said he liked the brief Monday morning welcoming session at the 2003 meeting. He asked if we need to tie it in with a symposium covering the theme of the meeting. Susan, said we may want to continue a discussion on surviving, and suggested the plant board people may be interested in joining us in this discussion. A suggestion was made to have suitable spokespersons give brief presentations on the academic side of entomology and plant pathology departments, as well as on the perspectives from state agencies and industry.

Mike enumerated possible program symposia

IDEP: Contact Donna Ellis. IDEP is concerned with management approaches to pest detection. Someone commented we may want to have USDA involvement, and someone to cover risk analysis.

Case Histories of the "top 10" Exotic Pests: Examples given were the Asian longhorned beetle, emerald ash borer, hemlock woolly adelgid, fire ants, purple loosestrife, etc.

Historical overview: Contact Rick Hoebeke

Taxonomic Symposium: Participants could include individuals from the USDA,

plant boards, and other regulatory groups  
Section D – Epidemiology, West Nile virus, Lyme disease, etc. Contact  
Durland Fish (Yale) and Ted Andreadis (insect pathologist at the  
Connecticut Experiment Station)  
Student Symposium: Contact Mark Sarvary  
Student Networking: Contact Mark Sarvary  
Small Fruit: Contact Sridhar Polavarapu  
Northeast Regional Field Crops Insect Workers Conference  
Biological Control  
Industries Symposium: Contact Paul Rensner, Jim Steffel, John Clark, and Jeff  
Bloomquist

Ten minute papers (two sections)

Jim Steffel suggested one session could be for professionals on pest management topics, such as GMOs. He alluded to controversial work involving drug companies and universities in the northeast.

A second session topic was raised about insect conservation in the northeast. Dave Wagner was suggested as a potential contact person.

A third session topic was the changing landscape of entomology departments, their mission, identity, and funding issues.

Mike moved to the topic of meeting traditions. He said the annual meeting, beginning with Sunday evening has offered student networking, small fruit, and IDEP. On Monday evening the branch has the annual banquet followed by the Linnaean games. Mike said he is looking into having a joint meeting for the last day. Dug Miller asked if we have covered all the sections, and Mike said we need to get the Maine, Massachusetts, and Cornell groups actively organizing symposia. Dug said that Gary Miller's wife works for the military, and there is a large group of military entomologists. Dug said he didn't know if we've ever had the military attend an Eastern Branch annual meeting. General discussion followed on specific individuals and groups who might be able to help fill out the symposia.

Workshops: IDEP and Small Fruits

Mike asked for additional sources of information. At the 2002 Ocean City meeting, some people complained about symposia being too applied and the lack of basic ecology speakers. Dug raised the question about the emerging nanotechnology issue, and if it might have a place at our meeting. Susan said it might serve as a banquet speaker topic. A suggestion was made about having a new technology symposium. Someone added that students might want to consider this for their symposium topic, and it could serve as a lead in to the banquet speaker.

**Public Information Committee: Maya Evendon, not present**

Mike reported that Maya is leaving the branch, and Maisie Lynch has agreed to chair this position.

**Rules Committee: Colwell Cook, not present**

Colwell told Mike she had nothing to report.

**Screening for ESA Awards Committee: Tracy Leskey, not present (to be confirmed)**

Tracy told Mike she would be happy to chair the ESA Awards Committee. Mike added that Sridhar has transmitted two of the awards packages given in Harrisburg last March (2003) to the ESA National office.

**Student Affairs Committee: Mark Sarvary, not present**

Mark told Mike that everything was running smoothly at this time, and that he had nothing else to report.

**Ad Hoc Committee Reports**

**Auditing Committee: Jim Lashomb, not present**

George reported that Jim Lashomb reviewed the Eastern Branch financial records in June 2003 and found them to be in order.

**Archivist-Historian: George Hamilton**

George reported that the branch archive has been safely moved from the former, termite-infested building to a new building. He requested we carbon copy him any e-mail correspondence we send regarding branch business.

**Board Certified Entomologists: Bill Wymer, not present**

Mike said Bill requests he be provided a chair and table with enough room to accommodate a small display board and some handouts, and that his table be located near the meeting registration desk.

**Corporate Support Coordinator: Jim Steffel, not present**

Mike reported that Jim gave him his input prior to this meeting. Jim transmitted his committee report to George, and he forwarded his suggestions for program symposia to the program chair.

**Entotoons Committee: On Hiatus**

**Linnaean Games Committee. Tim Mack, not present (to be confirmed)**

Mike said Tim has agreed to chair this committee for next year.

**Local Arrangements Committee: Tim Abbey, not present (to be confirmed)**

Mike said Tim Abbey has agreed to serve, and Rayanne said she would help Tim with any questions he might have.

**Outreach Program Committee: Faith Kuehn, not present**

Mike said Faith told him she would definitely be interested in helping with the Outreach Program again, and she would like to include Betty Faber. Someone remarked that the Outreach, Local Arrangements, and Public Information committees need to keep in touch with one another and coordinate their activities leading up to the annual meeting.

**Parliamentarian: Susan Whitney (to be confirmed)**

Susan said she is willing to serve.

**Registration & Hospitality Committee: Vacant**

Mike said Bill Gimpel is willing to serve as chair of this committee.

**Resolutions Committee: Vacant**

Mike said he planned to leave this committee vacant unless something comes up that would make it necessary to fill it.

**Student Paper Competition Committee: Tom Kuhar, not present (to be confirmed)**

No report.

**Webmaster: Rod Youngman**

Report already given; see above comments in Secretary's Report. Doug Pfeiffer asked if this position should be made a part of the Secretary's job. New text would need to be added to the Secretary's position description. Doug said he would draft up some language for consideration by the Executive Committee.

**5K Fun Run: Rick Hoebeke, not present**

No report.

**Old Business: Status of the Constitution and Bylaws**

Mike requested input on the best way to proceed in this matter. Doug said the Bylaws on the branch web site are the old Bylaws dating back to the Virginia Beach meeting. Susan disagreed and said that the Constitution and Bylaws document presently on the Branch web site are the most current. Susan suggested we send a postcard once per year to all individuals who do not have an e-mail address and request a paper ballot or place a notice in the ESA Newsletter. Susan offered to make the suggested changes to the Bylaws and send them to the Rules Committee. The next step will involve an electronic

vote by the Executive Committee, which will be followed by a paper ballot mailed to the entire branch membership around the middle of September.

### **New Business: Budget, Committee Structures, and Review Deadlines**

Mike commented that we can't conduct a valid election according to the Bylaws because we can't get enough Eastern Branch members who are willing to serve on branch committees (a minimum of 100 are needed), and we can't get a quorum of 40 members to attend the annual Business meeting.

The next topic discussed was the budget. George said now is the time to come up with a budget to cover expenses for the next meeting. Mike asked George if he thought \$30.00 per person was a typical cost for the annual banquet. George responded he thought it may be a little higher.

A motion to adopt the past Treasurer's Budget Report was made.

The motion was seconded.

The motion passed by unanimous vote.

Voting members: Day, Pfeiffer, Raupp, Whitney, and Youngman.

Mike next moved to the topic of deadlines. It was agreed that the deadline for all submissions will be Friday, 7 November 2003 at 5:00 pm. In addition, all students who enter the student paper competition must submit an abstract (maximum 250 words) at the time of submission. There was some discussion on whether students interested in the student competition could enter more than one category. There was general consensus that students be allowed to submit multiple entries to one or both presentation categories (i.e., oral and poster presentations). For all other presenters (first author; non-symposium presentation) it was agreed that they be allowed to submit one ten minute oral and one poster presentation for the 2003 meeting.

The deadline for our room reservations at the Omni Hotel is 5 February 2004. Lastly, Mike added that our plan is to have a draft of the 2004 program up by mid-December, 2003.

About mid-way through the meeting, Dug Miller and Chris Bergh went to a separate room to contact individuals whose names had previously been mentioned (see above text) as possibly having an interest in developing the 2004 meeting program. They said they were able to contact several people. Faith Kuehn said she did not think the Peabody Museum would work out for us. Durland Fish and Mellissa Miller agreed to their symposium. Sridhar said he did not want to hold a session on small fruit at 7:00 pm, because no one will attend. Mike added there is a good fresh water insect ecology group at Maine, which would be a good addition to the 2004 program. Chris asked about the

typical number of symposia for which he and Dug should plan. George said to schedule no more than about 8-9 symposia, with 12-13 total sections. Dug and Chris suggested a possible program theme of 'Emerging Technologies'.

A motion to adjourn the meeting was made.  
The motion was seconded.  
The motion passed by unanimous vote.  
The meeting adjourned 4:00 p.m.

Addendum to the 10 June 2003 Business and Planning Meeting minutes.  
Susan King (formerly Susan Whitney) requested the following text be added:

*An ad hoc committee of Doug Pfeiffer and George Hamilton reviewed the archives and minutes from 1999 to present. This committee determined that the Constitution and Bylaws as posted on the Eastern Branch web site include the amendments adopted by the last ballot and, thus, are our current Constitution and Bylaws.*