

**The Eastern Branch of the Entomological Society of America
Final Business Meeting, New Haven, Connecticut**

Monday, March 8, 2004, Meeting Minutes (prepared by R. R. Youngman)

Officers present: Eric Day, George Hamilton, Susan Whitney King, Bill Lamp, Doug Pfeiffer, Mike Raupp, and Rod Youngman

Mike called the General Business Meeting to order at 5:15 pm and welcomed everyone in attendance. He expressed his thanks and appreciation to the Executive Committee, Program Committee, and the Standing and Ad Hoc Committees. Mike introduced Kevin Steffey, the 2004 President of ESA, and Paula Lettice, Executive Director of ESA. Mike then turned the floor over to Kevin who began by thanking everyone in the Eastern Branch (EB) who worked to make this meeting take place. He commented on the bad weather that has occurred at the three previous Branch meetings he has attended and encouraged all of us to attend the national meeting in Salt Lake, Utah. He said he thinks ESA has turned a corner in its recovery from recent past crises. The biggest issue now is retention of members, and he said Paula Lettice will address this issue in her presentation. Kevin concluded his remarks by saying ESA is looking at any and all new ideas on membership retention, and then he thanked us for our attention.

Paula reported that ESA sold its office building this year, and then leased back its office space in the same building on January 30, 2004. Another item of good news is that she signed a contract for ESA to have true electronic commerce by summer 2004. This will completely facilitate updating the ESA membership database without the need for the national office personnel. Paula then gave a slide presentation on membership numbers. She said emeritus numbers have dropped from 1,000 to about 400. This was not unexpected given the recent ESA policy change to begin charging dues to emeritus members. What is surprising, however, is the continual decline in regular membership. ESA is doing a fairly good job of bringing in new members, but there is this 'attrition churn' that appears to cycle from one year to the next. Unfortunately, reasons for this attrition churn are not straight forward. When membership is tracked by section, there is a fairly significant decline beginning with 1993; and members who did not choose a section doubled in 2003.

Paula next spoke about attendance at branch meetings. She said meeting attendance at all the branches has been up and down. It is apparent that a lot of people quit traveling after 911. She said timing and location of meetings has a lot to do with attendance, and added that EB meeting attendance has declined somewhat in recent years, but it went back up in 2003, which was largely due to the joint meeting that year. She said EB paid attendance for 2003 was quite good. She briefly spoke about the financial situation between 1999 and 2001,

during which ESA lost about one-half million dollars. ESA turned a corner in 2002 as a result of downsizing, substantial management changes, and discontinuing a lot of services and merchandizing. These changes resulted in substantial monetary savings for ESA, which was good for the reserve fund. She cautioned, however, that if income remains constant, additional measures for raising revenue will need to be taken, because our cost of doing business continues to rise every year. She went on to say that ESA processes about 200 records a month for about 5,500 members. ESA continues to struggle with university subscriptions to our journals, especially as more and more universities move to electronic journals. There are seven full time employees in the national office, and Chris Stelzig, our Director of Membership and Marketing, is working hard on ways to better market ESA to the membership.

Mike thanked Kevin and Paula for their comments and then turned the floor over to Paula Shrewsbury, Chair of the Nominations Committee. Paula Shrewsbury reported that 219 ballots were cast for the office of President Elect, which resulted in Pete Schultz being elected the next EB President Elect.

Governing Board Representative's Report: George Hamilton

George said attendance at the 2003 ESA meeting in Cincinnati was 2,215, which he indicated was pretty good. The 2004 meeting will be held in Salt Lake followed by Fort Lauderdale in 2005. ESA is tending to return to past meeting locations because of being able to lock in more favorable meeting rates. He said there is a move to change the ESA Bylaws to allow members to affiliate with a branch that is different from their home branch. George next talked about online journals and said access to ESA online journals is free and is a benefit to our society. In addition, ESA online journals is a great benefit to scientists in other countries that do not have ready access to paper copies of the journals.

Secretary's Report: Rod Youngman

Rod reported on his expenses for 2003-04. He spent \$384.94 on framing for award certificates, one award plaque, and two engravings. In addition, he spent \$790.38 on printing and mailing costs for the purpose of notifying the EB membership and providing them a paper ballot on the electronic balloting amendment. His total expenditures for 2003-04 came to \$1,175.32, which compares to \$1,320.61 for 2002-03.

Rod went over the need to have a final cut-off date for revisions to the annual meeting program. He said too many people were contacting him and Chris about the possibility of making last minute changes to scheduling or correct minor errors in their presentation text. Rod next spoke about some updates and improvements to the EB website and the electronic poster and oral presentation submission page. He said the electronic submission page now has more informative text, as well as a button submitters can click to indicate their 'yes' or 'no' interest in volunteering for EB service. Rod concluded by saying that Bill

Gimpel, the current EB listserv manager, is retiring in spring 2004 and there currently is no replacement on board.

Treasurer's Report: Eric Day

Eric reported on his Financial Statement dated June 30, 2003. He said that as of July 1, 2002, the General Fund balance was \$24,014.25. Combining the General Fund balance with the \$22,432.07 in receipts, less the \$18,262.74 in disbursements, leaves the General Fund with a balance of \$28,183.58 as of June 30, 2003. Eric then said combining the June 30, 2003 General Fund balance with the Reserve Fund balance of \$32,183.76, leaves \$60,367.34 in total funds available to the EB. Eric said he will be sending his financial report to the auditor within the next few months. Eric asked for comments on selecting upcoming meeting sites. Brief discussion followed on this topic, but no consensus was reached on the next meeting site.

Member At-Large Report: William Lamp

Bill said he had nothing to report as Member At-Large; however, he did comment about having problems downloading the program off the branch website. Rod said he would look into it.

Registrations and Hospitality Committee's Report: Mark Rothschild

Mark expressed his thanks to those who helped bring this EB meeting together and to their invaluable assistance during the meeting. He commented on a lack of institutional memory and pointed out that much needed to be done to iron out a lot of kinks leading up to the start of the meeting. He added that after the kinks were ironed out things moved along fairly smoothly. He stressed that whatever can be done to entice members to pre-register would greatly help with future meetings. He concluded his remarks by reporting on 2004 meeting registration numbers. He said that of 179 registered attendees, 91 were regular members, 57 were students, 6 were non-members, and 1 was an emeritus.

Mike took over and briefly spoke about motions made at the Executive Committee meeting on Sunday, March 7, 2004. He said that because we do not presently have a quorum, any new business will have to be done thorough electronic notification and balloting of the membership. He talked about abolishing the Finance Committee because it has outlived its usefulness, and consolidating the Site Selection Committee to reside with the Treasurer. He said the Executive Committee passed a motion to change the EB Bylaws in regard to the terms of service of the Governing Board Representative to be consistent with the ESA Bylaws. In addition, the EB Executive Committee passed motions to streamline how chairs of standing committees, and members and number of members on standing committees are appointed. He said these changes will help provide the branch greater institutional memory and continuity.

Mike then opened the floor to new business. Susan King introduced herself and brought up the issue of EB support for the nomination of Scott Hutchins for the

next President of ESA. She said we cannot vote on this issue because we do not have quorum; however, she asked that people provide her with input on the nomination of Scott Hutchins.

Mike asked if there were any new business items that needed to be addressed. No new business items were raised. Mike moved to adjourn the meeting. The motion was seconded and approved. The meeting was adjourned at 6:00 pm.