

The Entomological Society of America Eastern Branch Executive Committee Meeting, Harrisburg, Pennsylvania

Sunday, 18 March 2007, Meeting Minutes (prepared by R. R. Youngman)

Officers present: Art Agnello, Eric Day, George Hamilton, Bill Lamp, Pete Schultz, and Rod Youngman

Members present: Dick Bean, Dan Gilrein, Scott Hutchins, Greg Krawczyk, Richard Levine, Anne Nielsen, Paula Shrewsbury, and Paul Weston

Art called the meeting to order at 9:20 a.m. and asked for a round of introductions. He then asked Scott Hutchins, current President of ESA if he would like to make a few comments.

Scott thanked Art for his introduction and for allowing him to address the Executive Committee. He said these are really exciting times for our Society. The organizational renewal and restructuring is progressing very well and hoped we would take the time to read the special edition of the ESA Newsletter that should be out soon. There are 48 pages detailing the changes to the current ESA Constitution and Bylaws as they are rolled into the new Bylaws.

The ESA Governing Board at their 13-15 June 2006 meeting, met to finalize the restructuring process and begin efforts to bring it to a vote in 2007. On 2 March 2007 the Governing Board met again to finalize the Bylaws text. Scott said the organizational renewal article in the latest ESA newsletter was largely written by Richard Levine, and added that Richard has done a great job with the whole renewal process as well as with all the revisions associated with this change. Scott said the branches will not be affected with all the changes occurring at The Society level. Branches will still function as they always have. They will keep their Constitution and Bylaws, hold annual meetings, collect dues, etc. Scott thanked Art again for allowing him to address The Branch membership on Sunday evening (18 March) on the latest updates on the renewal and restructuring, and pending vote.

Scott then commented that Asa Fitch will be the topic of the Founder's Memorial Speech at the 2007 annual meeting in San Diego. He then gave a brief update on what has been happening at ESA headquarters since Paula Lettice left. We are in the process of searching for a new Executive Director. Ann Kenworthy is our interim Executive Director who is doing a great job and is expected to remain in the position until we hire a permanent Executive Director. Scott said that Richard Levine is our newest staff member who fills the role of Society Relations Officer.

Scott said we worked with Tri-Societies last year to help run the 2006 annual meeting in Indianapolis. They worked behind the scenes with very favorable results, and added we will work with them again in 2007 for our San Diego meeting. He said that over thirty symposium topics have been nominated for the 2007 meeting program; nominations for member section and program sections are greater than ever; child care will be offered for the first time at an annual meeting; and they are looking at an expanded guest program in San Diego. In addition, ESA has a request for proposals to digitize back issues of ESA journals.

Scott concluded his remarks by mentioning that the next International Congress of Entomology will be held in South Africa, and that our 2008 annual meeting will be held in Reno.

Art thanked Scott for his comments and then asked Richard Levine if he would care to make a few comments.

Richard thanked Art, and said he was hired in December 2006. His primary position responsibilities include public relations; media relations; helping with national and branch elections; and editing the ESA Newsletter. Also, given the recent attention by the public and media about bedbugs, he helped with the republication of the 1966 Monograph of Cimicidae by Thomas Say. He added that the new ESA calendar has received many favorable comments.

Art asked Richard if he had any entomological background. Richard said he did not, but added he does have an agricultural background. In addition, he has worked with communications companies on agricultural issues, such as Bt crops, no-till farming, and pesticides. Dan asked Richard how he fields entomological questions. Richard says he goes to the ESA membership directory, and for those entomologists who have volunteered to assist, he keeps a spreadsheet of their names and areas of specialization. Paula told Richard about the University of Maryland Home and Garden Information Center. She said he may find our information center helpful when attempting to field pest questions about the home and garden.

Bill asked about morale at ESA headquarters given all the recent changes. Scott said the workload has been heavy but morale is good. He said we are considering rehiring some positions, and added that the interim director is looking at how we may want to recast these positions.

Art asked Richard if he and Chris Stelzig coordinate their responsibilities. Richard says he does to some extent, but Chris works much closer with the membership. Chris sends out email blasts to the membership, in addition to handling such things as internal communications, awards, elections, and overseeing the annual meeting conference. In addition, Chris helps fill the rosters for ESA committees, and he helps with media relations and public

relations. Richard added that Alan Kahan is our director of communications as well as the person in charge of all publications and print production.

Executive Committee Reports

President's Report:

Art began by expressing his appreciation to all his committee members and said, "It certainly made my job easier". He's working to ensure a smooth transition for Jim Lashomb. He told Jim his main job early on is filling his committees; most of them are relatively easy to fill, but the program co-chair is one that can be difficult. He added that all his committee chairs did a good job and that he would have not been able to do anything with out the help of Eric, Rod, and Pete. He confessed he was always interested in the Eastern Branch and always went to the meetings. However, he felt the branches were more for students, and wrestled with the idea of doing away with them. He said his tenure as President has changed his mind about the importance of branches to The Society.

Past-President's Report:

Pete said one of the main responsibilities of his job as immediate Past-President is to find nominees for the L. O. Howard and Herbert T. Streu awards. He is pleased to report that David Pimentel and Jim Stimmel are this year's respective recipients for the L. O. Howard and Herbert T. Streu awards. In addition, Pete feels it is the immediate Past-President's duty to council the President-Elect; especially with regard to filling the many committee assignments that turn over every year.

President-Elect's Report:

Jim began by saying he has attended many high quality Eastern Branch meetings over the years. He graciously credits Maryland and Virginia as being largely responsible for this. Jim went on to say that Peter Shearer has agreed to serve as co-chair to Paul Weston on the program committee, and that Jeff Huether has volunteered to serve on the public outreach committee. Jim concluded his remarks by saying he is looking forward to a good meeting in 2008.

Treasurer's Report:

Eric informed everyone that he is starting his second, three-year term as treasurer of the Eastern Branch. He passed around copies of his category summary reports dated 14 March 2007 for 01/01/06-12/31/06 and 01/01/07-03/14/07. He pointed out that we ended up with a net loss of \$3,242.66 for the 2006 Charlottesville annual meeting. Funds from the PEF (\$2,613.00) and sponsors (\$5,400.00) were relatively stable, as were the secretary's expenses for awards and executive committee travel expenses to the summer business and planning meeting and annual meeting. What really hurt us was the lower than expected meeting attendance and room attrition. The hotel let us out of about 20% room attrition; however, we did have a room attrition expense of \$237.30.

On the second summary report dated 01/01/07-03/14/07, Eric said the \$10,902 figure looks good, but cautioned it will drop after this meeting. He is hoping to get an additional 30-40 on-site registrants before the end of this meeting.

Eric then reported on the financial statement dated 14 March 2007. He said that as of 1 January 2007 the combined balance of the checking and savings accounts was \$18,563.06. As of 14 March 2007, the combined balance of the checking (\$18,143.53) and savings (\$419.53) accounts is slightly larger (\$18,563.14) because of the interest earned from the savings account. Eric then discussed the reserve funds. The amount in the reserve funds as of 14 March 2007 is \$50,235.49. This figure is the sum of the certificates of deposits held with the Blue Ridge Bank (\$34,472.29) and Wachovia Bank (\$15,763.20); both of which are located in Blacksburg, Virginia. He concluded his remarks by saying when the \$18,563.14 from the combined checking and savings accounts is added to the \$50,235.49 from the reserve funds, the total funds available to the Eastern Branch as of 14 March 2007 are \$68,798.34.

George commented that on-site registration is a problem because of the time it takes, and added it definitely is better if people pre-register for the annual meeting. Dan added that he and Mark Taylor have organized a full day Ornamentals and Turf symposium, which includes recertification credits for \$55.00 per person. Rod asked about attendance figures for the event. Dan said there are currently about 50 attendees. Paul suggested looking at who signed up for registration credits. Dan said we definitely need to do a better job of advertising the program's relevant content and recertification credits for future programs. Paula thanked Dan for organizing the Ornamentals and Turf symposium, and Eric thought it might help increase our paid membership.

Eric went back to his financial report and said the reserve fund is in order. He said he has detailed records on file for anyone to inspect. Pete commented on the remark Alan Cameron made about the large reserve fund at last year's final business meeting. Specifically, Alan wondered if The Branch might consider setting aside \$10,000 - \$15,000 for a student scholarship fund. Pete went on to say he was not supportive of this idea because The Branch needs this money for those times of bad weather or when meeting attendance just happens to be lower than expected. For example, the Eastern Branch lost about \$3,000.00 at the Charlottesville meeting last year because of low attendance. George recalled the 1999 blizzard which drastically cut attendance to the Harrisburg meeting. Fortunately, the hotel honored their "act of God" clause and forgave us our debt. Bill wondered if we might be able to eventually get the reserve fund to some stable state, and then start giving something back to The Branch. Eric said he could look into calculating the absolute expenses for the annual meeting with the idea of applying what remains to a student scholarship. Dan remarked that expenses are going up all the time and then asked Eric about the level of sponsorship for the current meeting. Eric said this year's sponsor's contributions are about \$6,000 - \$7,000. He added this is typically what we receive from year

to year. Paula asked about the benefits the sponsors receive. Eric said our sponsors are offered vendorship privileges such as free registration, their name in the meeting program, and on The Branch website.

George returned to the 1999 Harrisburg meeting and recounted some of the problems the bad weather caused us. For example, non-attendees wanted a refund or to have their registration fees transferred over to the next meeting. Bill asked about the possibility of having ESA take over the accounting for the branches. Scott said ESA is not looking to do this at this time. All the branches are doing well with regard to their finances. He added that branch finances will not be affected by the organization renewal. Sections will be able to collect dues; however, they will be subject to financial accounting with The Society. Eric asked Scott about the shape of the reserve funds for the other branches. Scott commented they are all about the same as ours.

Secretary's Report:

Rod began by handing out copies of his minutes for the 2 June 2005 Business and Planning meeting and 12 March 2006 Executive Committee meeting.

Rod asked for a motion to accept these minutes.

A motion was made to accept the minutes.

Art asked, "Do we have a second?"

The motion was seconded.

Art asked for any discussion.

There was no discussion.

The motion was unanimously approved.

Voting members: Agnello, Day, Hamilton, Lamp, Schultz, and Youngman.

Rod then went over the results of the special election with regard to several changes to the Eastern Branch Constitution and Bylaws. The election was conducted using ESA's listserv and online voting process. The voting period ran from 27 October 2006, 12:00 a.m. EST – 10 December 2006, 11:59 p.m. EST.

All eight proposed changes passed by the required two-thirds majority vote. The following is a breakdown of the voting results for each of the eight proposed changes:

1. Proposed change: Reduce the voting period from 45 days to 30 days.

Approve: 118

Disapprove: 17

Abstained: 1

2. Proposed change: Allow ballot results to be announced by listserv.

Approve: 132

Disapprove: 4

Abstained: 0

3. Proposed change: Allow for electronic balloting to establish or terminate a standing committee.

Approve: 133

Disapprove: 3

Abstained: 0

4. Proposed change: Eliminate the requirement for the Nominating Committee to obtain a specific number of candidates to run for Branch office.

Approve: 103

Disapprove: 31

Abstained: 2

5. Proposed change: Revise the Bylaws paragraphs on committees to state the committee purpose first and the membership of the committee second.

Approve: 134

Disapprove: 2

Abstained: 0

6. Proposed change: Define the role of the Insect Detection, Evaluation and Prediction (IDEP) Committee.

Approve: 135

Disapprove: 0

Abstained: 1

7. Proposed change: Revise language of the Committee on Public Information.

Approve: 130

Disapprove: 3

Abstained: 3

8. Proposed change: Insert the word "calendar" before each mention of "days" wherever mentioned in the Constitution and Bylaws. For example, "30 days" will be changed to "30 calendar days".

Approve: 127

Disapprove: 9

Abstained: 0

Art asked if there were further items for Rod. None were raised. Art thanked Rod for his two terms of service to the Eastern Branch.

Governing Board Representative's Report:

George said his December report is on the Eastern Branch website and added that Scott covered most of what he had to say for his report. George mentioned

that Society membership is on track, and that he plans to talk about the renewal at tonight's session.

Member At-Large:

Bill said his job is to be alert for any concerns the membership might have about the Eastern Branch. He added that he has nothing to report.

Standing Committee Reports

Awards Committee:

Pete Schultz; present; no written report.

Pete said he has already covered what he wanted to say in his earlier remarks. Paula commented about the recurring problem of low nominations for awards and asked Scott if this is common among the other branches. Scott said it is; some branches do a better job than others. The problem is getting people to apply. He singled out Nebraska's entomology department as an example of one department that does a good job with applications. Scott added he has streamlined information on awards on the ESA website. Art said we need to do a better job of promoting these awards. The place to start is with CEDA heads; we do that for special elections. Rod suggested moving up the call for nominations and extending the deadline to give prospective nominees more time. Scott said folks younger in their careers tend to target folks within the first 5-10 years on the job.

Membership Committee:

Nicolas Ellis; not present; no written report.

Program Committee:

Paula Shrewsbury; present; no written report.

Paula said it was great working with Paul Weston, her co-chair, and added that Peter Shearer will be an excellent co-Chair for 2007-08. Art reflected that we have a pretty good program this year thanks to the hard work of Paula and Paul. Art gave credit to Jim Steffel for putting together this year's poster and sponsor venue session in addition to crediting Dan Gilrein and Mark Taylor for organizing the full day Ornamentals and Turf symposium.

IDEP Committee:

Dick Bean; present; no written report.

Dick mentioned his and Jim Stimmel's role in organizing this year's IDEP symposium entitled: "Status updates on invasive insects of concern in the northeast". He is pleased with the speakers they have lined up. Paul expressed his thanks to Dick for organizing the IDEP symposium because we're always having to deal with new insects coming in.

Meeting Site Selection Committee:
Eric Day; present; no written report.

Eric said we have booked for 85 room nights for this meeting, but have only met 61 at this time. He noted, however, that the hotel is booked. We currently have 105 registered and are booked for 155 at the banquet. Our next meeting will be held in Syracuse at the Liverpool Holiday Inn Lodge and Conference Center from 9-11 March 2008. Eric thinks will be returning to a more southern locale for our 2010 meeting. A question was raised about the benefits of using a conference organizer. Scott remarked that it provides negotiating leverage when booking meetings. Someone then asked if we are locked into a Sunday-Tuesday meeting format. Dan commented, if Sunday helps with the success of the public outreach session, then yes. Art said it comes down to a sacrifice for work or family. Also, holding the student competition on Sunday helps the students return to classes and labs on Monday.

Nominations Committee:
Tom Kuhar; not present; report submitted.

Art read Tom's report. Tom wrote that our recent election for Eastern Branch officers was done electronically through ESA. He pointed out this was the second time we have held our elections this way and felt the process went very well. The total number of votes for the 2007 election was 193 (about 16% of The Branch membership). He compared this to the 157 total votes cast electronically in 2006 and pointed out the increase in voter participation this year compared to last year. The results of the 2007 election for President-Elect and Secretary were Roger R. Youngman and Daniel O. Gilrein, respectively. In addition, Tom wrote that Paul Weston (Cornell University) has expressed an interest in running for President-Elect in 2008.

Public Information Committee and Outreach Program Committee:
Faith Kuehn; not present; report submitted.

Art said Faith is currently busy with the outreach program, which runs from 1:00-5:00 p.m. today. It is being held again in the Whitaker Center for Science and the Arts. Faith has done a very good job with this year's program. George said the Whitaker Center has always been willing to work with us. Art went on to comment on a few additional aspects of Faith's report. She publicized this meeting by developing and releasing a flyer, press release, and brochure. These items were posted to The Branch website and the Whitaker Center website in addition to being sent out to over a dozen media sources. Art then commented on Faith's budget. She received \$300.00 from the Eastern Branch and \$1,000 from the Delaware Department of Agriculture. Budgeted expenses totaled \$1,450. An unexpected expense was the \$770 for table rental. She needed 29 tables; seven were provided at no cost from the Whitaker Center. However, the

remaining 22 were provided at \$35 per table from Hilton's Convention Services. Eric said we have \$1,500 budgeted for tables in our contract. Someone asked about raising The Branch contribution for the public outreach program. Eric suggested raising it to \$500. Rod asked if anyone knows if Faith plans to continue to offer "It's a Bug's World in 2008. Someone commented that she was.

Paula asked if there exists a list of committee responsibilities. Art says it formally exists on The Branch website. Paula suggested we send it out to all committee chairs. Art said he printed them out when he contacted prospective committee chairs to let them know what was involved. Pete added that we tend to lose continuity with one person committees.

Rules Committee:

Susan King; not present; no written report.

Art spoke with Susan and she said she has nothing to report other than to say she's happy all The Branch Bylaws passed.

Parliamentarian Committee:

Susan King; not present; no written report.

Art said Susan had nothing to report.

Screening for ESA Awards Committee:

Tracy Leskey; not present; report submitted.

Art commented on a few aspects of her report. Dr. Michael Hoffmann was the 2006 Eastern Branch nominee for the ESA Entomological Foundation Award for Excellence in Integrated Pest Management. In 2007, Jim Stimmel was the Eastern Branch nominee for Distinguished Achievement in Regulatory Entomology, and Dr. Larry Hull was the nominee for the Entomological Foundation Award for Excellence in Integrated Pest Management. Tracy encouraged members of The Branch to increase participation in the awards process by nominating their colleagues for these awards.

Student Affairs Committee:

Anne Nielsen; not present; report submitted.

Art read Anne's report. Anne had three goals for her committee: To encourage greater student participation at The Branch level; nominate award winners through an election process for the John H. Comstock and Asa Fitch awards; and organize or help the student events at The Branch annual meeting.

She met her first goal through frequent emails about updates on deadlines and opportunities in regard to student competition, awards, and symposia. Anne was very pleased with the number of nominations for the 2007 student awards. There

were seven applications for the John H. Comstock award and four for the Asa Fitch award. Andrew E. Z. Short received the John H. Comstock award and Wilma Aponte-Cordero received the Asa Fitch award.

Anne felt the nomination procedures currently in place need clarification particularly with regard to self-nomination. Some departments have a student award nomination committee, while others do not. Consequently, multiple applications come from one department, whereas only a single application comes from those departments with a student awards committee. She's in favor of modifying the nomination procedure to allow only one application per department. Rod said he would work with Anne or the new chair to help revise the nomination procedure. Ezra Schwartzberg will be taking over as chair of the student awards committee for 2007-2008.

Anne's committee organized the student symposium, "Taxonomy and Phylogenetics in the Modern Scientific Community". The speakers will showcase different applications of evolutionary studies in today's field of Entomology.

Anne has updated the operating procedures for her committee. In addition, she was selected as a Student Representative for the National ESA SAC and was subsequently elected to Co-Chair the committee.

Ad Hoc Committees

Auditing Committee:

Roy Van Driesche; not present; report submitted.

Art commented from Roy's report that the Eastern Branch finances were well organized and in proper order. Eric added there are no outstanding bills.

Archivist Historian:

George Hamilton; present; no written report.

George thanked everyone for sending emails and has recently updated them on website. Pete commented about the difficulty of getting information for the Dick Hoffmaster obituary. Fortunately, Alan Cameron was able to provide him with valuable information about Dick Hoffmaster.

Board of Certified Entomologists:

Henry Hogmire; not present; submitted minutes from the BCE Board and Business Meeting held in Indianapolis on 9 December 2006.

Corporate Support Coordinator:

Jim Steffel; not present; no written report.

Entotoons:

Gary Miller; not present; no written report.

Linnaean Games:

Doug Pfeiffer; not present; no written report.

Local Arrangements:

Greg Krawczyk; present; no written report.

Parliamentarian:

Susan King; not present; no written report.

Registration and Hospitality Committee:

Mark Taylor; not present; no written report.

Art said Mark was busy running the registration desk. Eric said there are currently 105 registered for the meeting, and he reiterated his hope for an additional 30-40 on-site registrants before the end of the meeting.

Resolutions Committee:

Currently vacant.

Student Competition Committee:

Brian Nault; not present; no written report.

Art said Brian is currently busy judging the student paper competition and that he has done a good job. Student competition is up from last year. There are 23 oral presentations and 7 posters in this year's competition. The increase in entries is likely due to the increase in the prize money and meeting location. Someone commented moving from four symposia per session period to three helped with attendance. It was noted that attendance was low in last year's student competition, which was largely attributed to the four symposia per session format.

Listserv and Webmaster:

Rod Youngman; present; no written report.

Rod said he continues to update both The Branch listserv and website. He said ESA provides branch secretaries quarterly updates on branch membership. Rod retrieves the names and emails of any new Eastern Branch members and then adds them to the listserv. He adds (or removes) anyone who requests to be added to the listserv. Rod briefly commented about The Branch website saying he basically updates the website throughout the year. Most updates concern the annual meeting, awards, executive officer elections, and special elections.

Someone then asked Scott about nominations for ESA's Executive Committee. He said we receive rich and robust nominations at the national level. He added there are great leadership opportunities at the national level.

Rod called for a motion to drop the minimum age requirement for voting in The Branch Bylaws. Before a motion was made, Scott and George said ESA has the same minimum age requirement, and said it is a legal matter.

Art asked for any new business. No new business was raised; however, before Art adjourned the meeting, he reminded Jim about scheduling the summer business planning meeting.

Art thanked everyone for their hard work and then adjourned the meeting at 11:55 a.m.