Southwestern Branch ESA 61st Annual Meeting
Executive Committee Meeting
Liberty Tavern
Hilton Hotel Austin, TX
11/12/2013

The meeting was called to order by President Jesus Esquivel Davis at 7:00 AM. Attendees included Blake Bextine, Carlos Bogran, Scott Bundy, Bob Davis, Jesus Esquivel, Molly Keck, Allan Knutson, David Ragsdale, Jerry Michels, Bonnie Pendleton, Eric Rebek, Andrine Shufran, Justin Talley, Lauren Ward.

A brief report was read by Secretary-Treasurer Jerry Michels indicating that we had $16,625 in our checking account, $13,099 in our savings account for a total of $29,124.

Meeting Site Items.

We confirmed the room space and estimated food and beverage and audio/visual expenses for the upcoming meeting in San Antonio. Food and beverage costs are estimated at $11,500.

It was confirmed that per contract there will be one complimentary breakfast per room, not per individual. This was met with some concern, but since it was already in the contract, and changes at this late date would be difficult, this was left as is.

At the Insect Expo lunch for volunteers may be brought in at no additional cost. We will find out if we can get pizzas donated.

A box lunch will be provided on Tuesday for all registered members. A box will be included on the registration form for the choice of lunch. There will also be a box on the registration form for the banquet entrée selection.

It was agreed that we are on track for the meeting and further discussion and questions will most likely be generated during our walk-through of the El Tropicano on November 14th.

Meeting Registration Rates.

We decided that the registration rates would be as follows:

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<thead>
<tr>
<th></th>
<th>Member</th>
<th>Student</th>
<th>Non-Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>Early-bird</td>
<td>$120</td>
<td>$60</td>
<td>$150</td>
</tr>
<tr>
<td>On-Site</td>
<td>$175</td>
<td>$90</td>
<td>$200</td>
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The registration form will include an option for the registrant to volunteer and a preferences for the day they can volunteer.

We will have online registration via ESA National, but can also accept paper registrations as necessary.

Insect Expo.

Andrine Shufran noted that the Insect Expo will be held from 9:00 AM to 1:00 PM, and will be directed at 3rd-5th grade students with a maximum of 900 attendees. A blast email will be sent to all school principals. We had 100 volunteers last year.
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The Executive Committee voted to reimburse Andrine Shufan for her expenses associated with the Insect Expo and meeting.

Program Items.

We need to check with Confex regarding printing of the program. The availability of poster boards still need to be finalized.

Program Chairs Rebeck and Bextine noted that six symposia are expected: Ants, Med./Vet. Entomology, Industry or Horticultural Entomology, Urban Entomology, Saltcedar Biological Control, and Extension IPM Agents.

The Mixer is set in the hotel contract for Tuesday evening.

Sponsors.

We received $2,600 in sponsorships for 2012. This year we will ask for a minimum of $500. Acknowledgment of sponsors will be made in the form of signs/posters at the hotel, in the program and in a slide in the opening session.

With no further business, the meeting was adjourned at approximately 8:30 AM.

The Executive Committee thanks Vice-President Bob Davis and Secretary-Treasurer Elect Carlos Bogran for buying breakfast for the group.

Addenda.

Later in the day on November 12th, the Secretary-Treasurer attended a meeting for branch treasurers hosted by ESA Director of Finance Neil Willoughby, and includes the following pertinent items in these minutes

2014 PEF allocations will be $1.00 per member attending the branch meeting plus a % of branch membership compared to national membership. For example, if the Southwestern Branch constitutes 15% of the total national ESA membership, then we would receive 15% of the available funds.

2014 registration setups are requested by the second week in December, including registration fee structure, tours, etc.

2014 Branch meeting support – ESA will provide 1-2 staff and Executive Director David Gammel will also attend.
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Director Willoughby stated that it was important to increase the price differential between member and non-member attendees at branch meetings in order to increase the incentive to join the ESA.

Respectfully submitted – Jerry Michels, Secretary-Treasurer