

**ESA Eastern Branch Executive Committee Meeting**  
**March 17, 2018**  
**Minutes**

Present: Don Weber, Daniel Frank, Paula Shrewsbury, Ashley Kennedy, Anne Nielsen, Mike Raupp, Tom Kuhar, Brenna Traver, Mike Parrella, David Gammel, Nick Larson, Dan Gruner, George Hamilton, Carlyle Brewster, John Cambridge, Mark Taylor, and Tracy Leskey

**Call to Order: 2:04 pm**

**Committee Reports**

**Past President (Cesar Rodriguez-Saona):** no report

**Secretary (Daniel Frank):** Daniel's term will be ending after the 2019 meeting.

**Treasurer (Mark Taylor):** A copy of the current Eastern Branch finances (as of March 13) has been included as an attachment to the Executive Committee minutes. The branch lost money after the 2017 meeting in Newport, RI (because of a high hotel bill), which was the most expensive venue for an Eastern Branch meeting.

Funds from the money market account were transferred to checking, and the reserve funds were transferred into a financial account under ESA HQ. The reserve funds will generate more interest in the new account, and can be available anytime. The ESA account places our reserves in stocks (60%) and bonds (\$40).

**Governing Board (Paula Shrewsbury):** A copy of the Governing Report has been included as an attachment to the Executive Committee minutes. At the end of the next national meeting Paula's term will be ending.

It was discussed that the ESA Community forums were great for storing developing documents and plans related to the meeting, and that we need to get better use out of this communication tool.

**Member at Large (Brenna Traver):** Brenna's term will be ending after next year's meeting.

**ESA President (Mike Parrella):** In the past, the Governing Board led the direction of the society with ESA HQ staff acting in a support role. However, today there is very much a team approach with the Governing Board and ESA HQ working together to move the society forward. ESA's current strategic principles are: global, social, and influence. Initiatives within these strategic principles include a global summit on invasive species (global), empowerment of volunteers and streamlining of the society by updating bylaws and providing listening sessions (social), and promoting science policy (influence).

The 2018 national meeting in Vancouver, Canada will involve the tri-societies: ESA, ESC, and ESBC. The theme of the meeting is crossing borders. There were 60 symposia submissions (6

were chosen as program symposia and the rest will be selected as section or member symposia). The opening plenary speaker is Randy Olson, and the closing plenary speaker is Ryan Church.

**ESA HQ (David Gammel):** ESA generates revenue from attendance at the national meeting, membership fees, and journal page charges. A task force was formed to evaluate the ESA's journals. The task force will be evaluating the publishing portfolio of the journals, scope of titles, and various financial aspects. Although ESA's contract with Oxford has helped financially there is still room for improvement. Results from a survey have shown that only ~30% of ESA members publish in its journals; impact factor and turnaround time from submission to publication were cited as common reasons why ESA members do not publish in the society's journals.

Financially, ESA is doing really well. There is \$6.3 million in invested reserves. ESA's annual operating budget is \$4 million. Generally, most organizations like to set a benchmark of at least 50% of its total annual operating budget in reserves, which we have more than accomplished.

Last year's national meeting in Denver set an attendance record with ~3,600 registered attendees. ESA HQ expects similar numbers for Vancouver with greater participation from international (Asia) attendees.

**Program Committee (Dan Gruner and Anne Nielsen):** Thirteen symposia were submitted for the 2018 meeting, and 9 were accepted. Interest in organizing symposia was high. The Program Committee coalesced two complementary symposia to create one 4 hour session on communication and extension (led by Ashley Kennedy, Ryan Gott and Peter Coffey). In all, there were 67 symposium presentations, 22 student competition oral presentations, 19 student competition posters, 19 contributed oral presentations, and 15 contributed posters. The total number of presentations for the meeting was 142 (last year there were 129). Total registrations for the meeting was 177 as of last week, but we expect over 200.

With an emphasis this year on communication, and with funds provided by ESA, the March 18 Lunch & Learn session will feature media perspectives in a forum moderated by Mike Raupp.

This year's program was produced by Anne (Don Weber supplied the artwork) using the outputs from Confex, and printed by Tom Kuhar at Virginia Tech. A total of 225 programs were printed a lower unit cost in the handbook size with spiral binding. To reduce printing costs further, abstracts and the indices of authors, common names, and scientific names were not included in the print program, but are available in the online program. It was challenging to make the program books because of last minute cancellations and room changes. Future Program Committee members and Presidents must coordinate closely to proof and completely finalize the schedule before designing print program books. There was more overlap than usual because of the condensed format of the meeting (2 full days instead of the usual 2 ½ days).

Anne will need to find a co-chair for the Program Committee after the meeting.

Next year's Eastern Branch meeting will be in Blacksburg, VA. Tom will likely go back to the 2 ½ day format and continue with the lunch banquet in lieu of a dinner banquet. There was some

discussion on whether to include 3 minute student presentations, however, no final decision was made.

To encourage student travel to the 2019 and 2020 meetings, there was discussion about providing student travel grants similar to the North Central Branch.

**Awards Committee (Cesar Rodriguez-Saona):** Tracy Leskey, Mark Taylor, and Anna Wallingford were selected as the L.O. Howard, Herb Streau, and ECP recipients, respectively.

The Screening for ESA Awards Committee (John Losey and Brian Weiss) selected Paula Shrewsbury and Brian Nault as the Eastern Branch's nominees for the Extension and IPM awards.

There were very few nominees for both the Eastern Branch and ESA awards. Other ESA Branches are much more aggressive in pursuing these awards. There was some discussion as to why the Eastern Branch has a hard time getting people interested in applying for these awards. The awards process has become more streamlined (e.g. 2 letters of recommendation) to make the application process less cumbersome. However, there needs to be a more concerted effort to get reminders out and notify department chairs of these awards.

**Student Affairs Committee (Ashley Kennedy):** Ashley has been trying to grow student involvement; currently the committee includes 7 members at 6 institutions. An email was sent to student members to try and foster more engagement. Ashley's term will be ending after the meeting, and a new chair and co-chair will need to be identified.

Recipients of this year's Comstock and Fitch awards are Ashley Kennedy and Robert Holdcraft, respectively.

**Education and Outreach (Faith Kuehn and John Cambridge):** This year's Bug's World will have 20 exhibitors and 5 program presentations. Also, a partnership with Bates Middle School will involve a mosquito display. The entomophagy component planned for this year had to be changed because of liability issues with the hotel. Freshly prepared foods will be replaced with prepackaged foods/snacks. Bug's World is scheduled for 11am-4pm on Sunday. The event was expanded into an adjacent room and hall.

There will not be a Bug's World event at the 2019 meeting in Blacksburg, VA because Virginia Tech host their own entomology outreach event during the year.

**Diversity and Inclusion Committee (Anne Nielsen):** At last year's national meeting in Denver, CO there was a reception promoting diversity and inclusion, which was attended by 75 people. During the reception 4 members gave a talk on their experiences with diversity and inclusion in science. The event received positive feedback, and at this year's meeting in Vancouver, Canada there will be another workshop focusing on this topic. There has been some concern that these events are preaching to the choir, and that the people who should be attending these events are not.

**Early Career Committee (Rob Morrison and Nick Larson):** The Early Career Professional Committee accomplished a lot this past year, including:

- Successfully nominating the first woman to honor another woman for the Founder's Memorial Lecture (Dr. Carol Anelli from Ohio State who spoke about Anna Comstock)
- Organized four events at the Annual ESA Meeting in Denver for ECPs and the society, including only 1 of 4 approved program symposia, a lunch-and-learn, a sunrise session, and a workshop on topics of science communication, science policy, mentoring, and using R software.
- Worked with branch leaders to provide for branch-level ECP awards. There are now Excellence in Early Career Awards in every branch except the Southwestern Branch who didn't adopt one because of financial concerns. At this point, they now have national and branch awards to recognize the great work that ECPs are doing in the society. These filled a vital niche for ECPs.
- Created volunteer descriptions for the positions on the national ECP committee
- Participated in the 2017 Summer Planning Meeting Strategy Day
- The ECP Committee generated an online FAQ document to aid the understanding for criteria of each national Early Career Professional Award to stimulate further applications.
- Developed four ECP e-Newsletters to highlight deadlines, activities, and news of importance to ECPs.
- Organized a series of webinars on interviewing skills. These have been archived on ESA's site and are accessible by any member.

The ECP Committee also been hard at work this year, working on the following issues:

- Maintaining regular communication through newsletters about opportunities for ECPs, which almost always get a great opening rate of above 40% (which is good for an ESA email according to HQ).
- Nominated another candidate for the Founder's Memorial Lecture, this time someone from the Eastern Branch.
- Organizing six events for the Annual ESA Meeting in Vancouver this year dealing with interdisciplinary science and the ONEHealth Initiative, R software, improving scientific writing, reducing bias and creating a safe workplace, using effective networking to maximize working relationships, and sexual harassment. They currently have one accepted program symposium at the meeting, but are waiting to hear about the rest of the events.
- They have been trying to increase the visibility of ECPs, and so have started a series for EntomologyToday called ECP Standouts where we highlight an ECP every month, and interview them about their work. So far, they have highlighted Erika Machtinger, a recent EB-branch member from USDA-ARS in Beltsville, MD.
- Have been making a concerted push to integrate ECPs further on the branch level by providing opportunities for engagement.

A proposal emailed to the Eastern Branch concerning enhanced representation of early career professionals in the Branch will be discussed at the Final Business Meeting. The ECP Committee would like to implement a 4-person Eastern Branch ECP Committee, and to add a member-at-large to the Executive Board that will be designated an ECP rep and voted into

office by the membership of the Eastern Branch. It was discussed that an ad hoc committee would be the easiest way to add additional committees.

**Student Paper and Poster Competition Committee (Carlyle Brewster and Brenna Traver):**

There were 19 student poster (2 PhD, 17 M.S./undergraduate) and 22 student oral presentation (13 PhD, 9 M.S./undergraduate) submissions. This year, the student poster competition was grouped together. There will be two prizes (1<sup>st</sup> and 2<sup>nd</sup>) for each category in the oral presentation competition and three prizes (1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup>) for the poster competition. There were enough volunteer judges this year, and the volunteer list at registration was helpful.

**Local Arrangements Committee (Mike Raupp):** Because easels are expensive to rent, Mike suggested that the Branch may want to look into purchasing its own. We would likely not need to worry about this for the 2019 and 2020 meetings, so we have time if we want to move forward with this idea. A few curve balls that came up prior to the meeting were meal options (gluten free and vegetarian) for certain members, and that Local Arrangements would be handling the volunteers. In the future the Local Arrangements Committee should be given more notice about organizing volunteers beforehand.

**Linnaean Games (Doug Pfeiffer):** Four teams will be competing in the Linnaean Games; Maryland, Delaware, Penn State, and Virginia Tech.

**New Business:**

There are a number of committee positions that will need to be filled soon including: President-elect, Secretary, Governing Board Representative, Member at Large, Nominations Committee chair, Student Affairs Committee chair and co-chair, and Program Committee co-chair. There was also discussion about the restructuring/dissolution of certain committees, which would require a change in the bylaws if they are Standing Committees. Specific changes include: restructuring the Meeting Site Selection Committee to include the President, President elect, Treasurer, and Secretary. Dissolution of the Public Information and Rules Committees.

A conference call between the Eastern Branch and Southeastern Branch recently occurred to begin discussion of the joint 2020 meeting. Two locations in Georgia are currently being evaluated; the Atlanta and Savannah areas. The Southeastern Branch usually has double the attendance of the Eastern Branch at their meetings, so we are looking at a venue that can host at least 450 attendees. Possible dates for the meeting include March 7-12, 14-19, or 21-26. The Southeastern Branch generally has a four day meeting. To meet in the middle we would be looking at three full days and a half day. Bids for hotels will include at least a 10% block of rooms at the government rate.

**Adjourn: 5:04 pm**

ENTOMOLOGICAL SOCIETY OF AMERICA  
EASTERN BRANCH  
FINANCIAL STATEMENT  
March 17, 2018

March 1, 2017

Fund Location

Wells Fargo Bank, High Performance Money Market, Annapolis, MD (Savings)	\$12,110.33
Wells Fargo Bank, Annapolis, MD (Checking)	\$19,222.64
The Bank of Delmarva, Salisbury, MD (Reserve)	<u>\$43,882.69</u>
	\$75,215.66

Total Funds Available **\$75,215.66**

June 29, 2017

Fund Location

Wells Fargo Bank, High Performance Money Market, Annapolis, MD (Savings)	\$ 2,111.27
Wells Fargo Bank, Annapolis, MD (Checking)	\$ 2,871.52
The Bank of Delmarva, Salisbury, MD (Reserve)	<u>\$44,020.95</u>
	\$49,003.74

Total Funds Available **\$49,003.74**

March 13, 2018

Fund Location

Wells Fargo Bank, High Performance Money Market, Annapolis, MD (Savings)	\$ 111.56
Wells Fargo Bank, Annapolis, MD (Checking)	\$56,812.65
The Bank of Delmarva, Salisbury, MD (Reserve)	<u>\$ 0.00</u>
	\$56,924.21

Total Funds Available **\$56,924.21**

Note: Funds were transferred from savings to checking (\$2,000.00). CD was cashed in and deposited in checking (\$44,271.11).

Mark C. Taylor, ESA-EB Treasurer

**EB ESA Executive Committee Meeting  
March 17, 2018**

**Report from the Governing Board Representative for the EB ESA  
Submitted by Paula Shrewsbury, Department of Entomology, University of Maryland**

Highlights relevant to the EB ESA:

**Science Communication continues to be one of the Strategic Initiatives of the ESA** – The ESA has program enhancement funds (up to \$1000) for each Branch to promote “Science Communication”. The ESA is very open and flexible on what the activity might be as long as the funds are used to enhance Science Communication. This can be something developed and implemented by the EB ESA Executive Committee to enhance Science Communication for the members; or a member(s) could develop a program. Don Weber and Mike Raupp have spear headed an event for this meeting (Sunday Noon to 1:30). Funds should continue to be provided for the 2019 EB ESA meeting.

**Volunteer Culture and Governance is another Strategic Initiative of the ESA** – A Joint Strategy Day was held at the Summer 2017 GB meeting that focused on this initiative. The Governing Board members and representatives from the branches and sections (ex. PI-E) participated in the meeting. The overall goal is to identify measures to improve the culture of volunteers / leaders since the ESA could not be successful if it were not for the volunteers and leaders from the membership. This meeting was the early stages of discussion on this topic and many ideas were discussed. For example, there was a lot of discussion on developing a “mentorship program” targeting student and early career professional members to help empower them to become volunteers and leaders within the ESA, and a more effective web presence. We will be hearing more on this topic and should be developing web site and programs in the EB towards this goal.

**ESA Governance Task Force** has been formed to determine what updates are needed to ensure continued health and success of ESA. Three main topics include Nimbleness, Engagement and Inclusion, and Leadership Development. See letter from ESA President Mike Parrella and ESA website. Eastern Branch Meeting Town Hall scheduled for Monday, March 19, 7-7:50 a.m. (Capital A). Tracy Leskey is on that committee.

**Diversity and Inclusion** – branches become more involved (Anne Nielsen)

**Journal of IPM is searching for a new Editor(s)**. Applications have been submitted and interviews are being set up. Second youngest journal, had a really good year.

**EB ESA website** – The ESA has improved their web site tremendously. Becky Anthony (ESA Headquarters) is willing to help Branches improve their web sites and would like to “somewhat” standardize their look. This is not required but would make it easier in many ways. Much of the information on the branch website is outdated (ex. responsibilities of various committees). It was discussed that the Branches may want to create an ad hoc Web Committee to address these issues and work with Becky.

**Higher Logic Community** – web based / email type communication for different “Communities” within the ESA. (ex. EB Executive Committee).

**ESA Annual Meeting is in Vancouver, BC, Canada from November 11<sup>th</sup> – 14<sup>th</sup>, 2018** – “*Crossing Borders: Entomology in a Changing World*”. This is a joint annual meeting with the Entomological Society of America (ESA), the Entomological Society of Canada (ESC) and the Entomological Society of British Columbia (ESBC). Joint Summit on Invasive Species is planned. ESA 2019 will be in St. Louis, Missouri; ESA 2020 will be in Orlando, Florida.

Please contact me if there are any items the Eastern Branch would like me to bring to the ESA Governing Board during future meetings.

Governing Board Representative term (3 years) – My term as Governing Board Representative for the EB ESA will end at the completion of the National ESA meeting in Vancouver, BC, Canada in November 2018.