

**NCB Final Business Meeting of the Membership
Columbus, OH
27 March 2008**

President Weinzierl called the meeting to order at 8:00 am

1. Results of the Election for President Elect and At Large member of the Executive Committee were:
 - a. John Obrycki – President Elect
 - b. Susan Ratcliffe – At Large Member
2. Student Competition Award amounts were discussed.

☛ **ACTION:** Ted Radcliffe moved and Mark Boetel seconded and following the discussion the following motion was passed by a unanimous voice vote to consider the following:

- i. Poster and Presentation Awards for the student competition shall be:
 - i. \$300 First place
 - ii. \$200 Second place
 - iii. \$100 Third place – this a new category added.

3. Emeritus member registration fees were discussed.

☛ **ACTION:** Moved by Fred Baxendale and 2nd by Jay McPerson to keep the registration for emeritus members to the incremental cost of participation including the awards luncheon, printed program, etc. [Note: this was about \$15 to \$20 more than the cost of the luncheon this year.] Motion was approved by unanimous voice vote.

4. Discussion on improvement of the branch meeting ensued.
 - a. Suggestions from the floor for future meetings (not a motion) to strongly consider hosting an afternoon refreshment break. This is seen as critical and to keep people adjacent to the meeting rooms for conversations and not go off site for refreshments. The suggestion by Past President Mike Culy was to seek sponsorship from industry, University Departments, or to have the Secretary/Treasurers office to include this item in his/her budget in the future for these afternoon breaks. This item will be discussed at the Exec. Committee meeting with a recommendation going to next year's LAC Chair, Bruce Barrett (St. Louis, MO)
 - b. A suggestion from the floor was to hold the mixer at the same time as the Linnaean Games. Much better attendance would result.
 - c. Student Symposium should be on the last day to encourage student participation in the business meeting.
 - d. The question was posed, "Would a shorter, 2 ½ day meeting assist with faculty and student teaching schedules and better attendance"? This may allow more participation for schools where the meeting does not coincide with their Spring Break.

- i. Comments were varied but a general concern was that a shorter meeting would make the meeting easier to skip.
 - e. The number of symposia and the topics invited are key to a good program. We should encourage all invited speakers to have their students attend and make presentations.

 - 5. President Steve Yaninek was escorted to the podium by past Presidents Ted Radcliffe and Gary Hein and the gavel turned over to President Yaninek by outgoing President Rick Weinzierl.
 - a. Steve noted that a program chair will be identified soon for the 2009 St. Louis, MO meeting.
 - i. Time: March 15-18 (moved due to IPM Symposium is the following week in Portland, OR)
 - ii. Place: **Hilton St. Louis at the Ballpark**
 - b. There will be an effort to reach out to local colleges and Universities in the immediate area and the region to use NCB ESA meeting as a place for their undergrads to have an opportunity to be recruited by graduate programs.
 - c. The website will be updated since the renewal of ESA Central there are things that are out of date, need revision or just simply need attention.
 - d. President Yaninek noted that the Plant Insect Ecosystems branch of ESA will nominate Ernest DelFosse for VP Elect of ESA. Del will soon be head of Entomology at Michigan State University, thus a NCB member. Would the membership endorse Del as the VP Elect candidate?
- **ACTION:** Moved by Marlin Rice, seconded by Fred Baxendale that NCB ESA endorse the P-IE nomination of Ernest DelFosse as Vice President Elect of ESA. Voice vote – passed unanimously.
- e. Adjourned at 8:57 am.

**NCB Final Executive Committee Meeting
Columbus, OH
27 March 2008**

Executive Committee Members Present: Steve Yaninek, Richard Weinzierl, David Ragsdale, Larry Charlet, Mark Boetel (for Shripat Kamble), Matt O'Neal, & Evan Lampert.

Executive Committee Members Absent: Shripat Kamble, David Coyle, John Obrycki, Susan Ratcliffe

Committee Chairs Present: David Horn

Agenda:

2. Call to Order. 1:10 pm president Steve Yaninek
3. Welcome: Introductions were made
4. Post Meeting Follow-up
 - a. **Local Arrangements Committee (LAC) – Dave Horn**, ca. 255 paid participants. Final number will be forthcoming in Dave Horn's final report of the LAC.
 - i. The Columbus meeting will make money, but Dave Horn was not ready to provide actual figures since all bills from the hotel and other vendors have not yet been processed. His estimate is we will make a few thousand, but not as much as budgeted.
 - ii. Expenses in all categories were very close to the budget presented to the Executive Committee at the National Meeting in December.
 1. AV went over budget to \$2,500 (budget \$1,000)
 2. Banquet cost was right on the money.
 - iii. Dave Horn will provide Bruce Barrett (St. Louis, MO Local Arrangement Chair) with a time line for LAC, copy of the hotel/convention center contract, other issues on the number of people involved with running the meeting.
 - iv. IT issues, there were some glitches with uploading presentations, but mostly all issues were solved quickly. Microsoft Vista operating system and presentations made with an Apple are not always compatible. We should have the 2009 Program chair advise participants next year to preview their talks for software compatibility before their presentations.
 - v. Attendance: Numbers were a bit low. Note: Winnipeg had 70 single day registrants which brought the total number of paid registrants to 330. The Columbus meeting did not have an event that brought in the general public as was done in Winnipeg (fly fishing seminar on Sunday evening). Are there specific reasons for the reduced attendance?" Was it the time of year with it being so close to the Easter holiday and the non traditional time (M-Th)?

Was it the location of the meeting at the Eastern edge of the branch? There were no definitive answers.

- b. The Executive Committee discussed the length of meeting if this might be an issue of low attendance.
 - i. Would a shorter, 2 ½ day meeting assist with faculty and student teaching schedules? This may allow more participation for schools where the meeting does not coincide with their Spring Break.
 - ii. Planning out 4 years may help with citing the meeting and to hold the meeting at locations in the branch where most universities close to the site are having their spring break during the week of the meeting.
 - iii. We should consider using a survey of membership to help with decisions on what to include in a program, where to hold a meeting, when to hold a meeting and the length of the meeting. There was not a formal motion, but the President, Past-President and President Elect will discuss this and decide on a course of action and make a proposal to the Executive Committee. See the discussion about a survey questionnaire below.
 - iv. By consensus, the St. Louis, MO meeting will be the traditional Sunday through noon on Wednesday meeting schedule. The delay of the Columbus meeting to start on a Monday was due to the Easter Sunday being on 23 March and this may have affected attendance.
 - v. Suggestions for future meeting (not a motion) was made that at the Final Business Meeting, was for Local Arrangement Committees to strongly consider an afternoon refreshment break. This is seen as critical and to keep people adjacent to the meeting rooms for conversations and not go off site for refreshments. The suggestion by Past President Mike Culy was to seek sponsorship from industry, University Departments, or to have the Secretary/Treasurers office to include this item in his/her budget in the future for these afternoon breaks.
 - c. **Program committee** – operating procedures for the web site will be written by Celeste and Kelly. Secretary Treasurer will follow up with committee chairs to ask them to take on this task. A program committee report will be forthcoming.
5. Other Old Business
- a. Archivist Position – Rick Weinzierl, volunteered and was approved by Exec. Committee to fill this critical position.
 - b. **Membership Committee** – has not been active at the branch level. There was to be a report at the Columbus meeting, but the committee was not active this past year. There is a bit of confusion about membership committee roles at the branch and at the national level.
 - c. **Linnaean Games Committee** –

- i. We currently do not have one, but the games master is to report to such a committee. Wyatt Hoback has sent a report and Rick Weinzierl suggested a committee structure.

➤ **ACTION:** Exec. Committee accepts the report and will constitute an 11 member committee with an expert in each of the 8 subject areas. Each committee member will serve staggered 1 and 2 year terms (4 for 2 year, 4 for 1 year). Their role is to submit questions and review questions and answers before the games are held in St. Louis, MO. Three members will serve as the judges at the meeting. Rick Weinzierl will help President Yaninek populate the committee.

- ii. Membership at the final business meeting suggested to hold the mixer at the same time as the Linnaean Games. Much better attendance would result.
 - d. **Student Affairs Committee** – another committee that has not been easily updated. Rick will help clarify this at the branch level.
 - e. **Election and nomination committee and Exec. Committee member** – clarification of the process (see ‘Student Affairs Committee’ file). No further discussion. This committee needs to identify two nominees for the election of the NCB Representative to the ESA Governing Board by the May 15th deadline.
 - f. **Awards Committee** – There was no formal report, but there must be a submission of the files for the National ESA Awards Nominations.
 - i. Rick Foster will send these nominations to the national committee.
6. Old New Business
- a. NCB Meeting Sponsorship
 - i. Review processes
 - ii. Industry (levels of sponsors, symposia sponsors)
 - iii. University sponsorship – this category needs to increase and Steve will work on this issue with other department heads in the region.
 - b. Time and place decision for future meetings
 - i. 2009 – St. Louis, MO, March 15-18
 - ii. 2010 – Lexington, KY
 - iii. 2011 – TBA (Consider central meeting sites at regular locations?)
 - i. Nebraska, 2011
 - ii. Minnesota, 2012
 - c. Proposed survey of NCB issue, e.g., needs, expectations, attendance at NCB meetings, length of meeting – Celeste Welty, Jim Jasinski
 - i. Exec. Committee could be solicited for questions. Past President Rick Weinzierl will help develop this instrument. Proposal is to develop a survey and use the web software Survey Monkey and to solicit help from Celeste Welty and Jim Jasinski to get this done. The ad-hoc committee will pass the survey instrument to Robin Kreigel who indicated in our preliminary business meeting that she has a lot of experience surveying members of organizations. Examples of questions to ask members are.
 - i. Joint meetings – Should we pursue this? If so who are the groups NCB ESA might meet with?

- ii. Preference for a 2 ½ day versus a 3 ½ day meeting
 - iii. Executive Committee members should submit questions by April 1 to Rick. By April 7 Rick will have a completed questionnaire for us to review.
7. New Business
- a. **Review and revise NCB Website** – ad hoc committee (Weinzierl, Yaninek, Obrycki)
 - i. Review the committee structure, work with the out of date issue of the organization and function of the committee.
 - ii. Award committee should include photos and other information about the past winners.
 - iii. Simplify the website as much as possible.
 - iv. As soon as the hotel contract is signed, a message will go out to membership so the meeting can get on everyone’s calendar.
Action: LAC chair and Secretary-Treasurer will communicate regarding the contract.
 - v. This item was also discussed at the Final Business Meeting of the membership.
 - b. **Linnaean Games Committee** – do we need one?
 - i. Yes. See comments above. The report by Wyatt Hoback was accepted and Rick Weinzierl will help Steve Yaninek appoint the committee.
 - c. Regional recruitment of students into entomology
 - i. President Yaninek challenged the Executive committee to consider how we recruit undergraduates to attend the meeting. Is there a possibility of getting this event to be one of our recruitment tools for graduate school, i.e., reaching out to departments and universities not traditionally present at branch meetings?
 - d. What can ESA central do for the branch, e.g., conference direct, online registration, web support, information management and archive data (programs, committee minutes, resolutions, etc.)
 - i. Set up an electronic committee for new officers to get people “up to speed” soon as they take office.
 - ii. Conference Direct helped NCB ESA set up the St. Louis meeting
 - iii. Web support, use ESA Central as the electronic archive
 - e. Other business
 - 3. Poster and Presentation Award amounts. The Executive Committee Endorsed the motion made during the final business meeting of the membership:

➡ **ACTION:** Ted Radcliffe moved and Mark Boetel seconded and the following motion was passed by a unanimous voice vote to consider the following:

Poster and Presentation Awards for the student competition shall be:

- i. \$300 First place
- ii. \$200 Second place
- iii. \$100 Third place – this a new category added.

➤ **ACTION:** The Executive committee in their meeting addressed two additional awards and by unanimous consent chose to do the following:

- i. Comstock Award: raise the amount from \$250 to \$500
- ii. Grad Student Scholarship: keep the award the same as the Comstock Award at \$500

3. Emeritus Members cost.

➤ **ACTION:** Moved by Fred Baxendale and 2nd by Jay McPerson to keep the registration for emeritus members to the incremental cost of participation including the awards luncheon, printed program, etc. [Note: this was about \$15 to \$20 more than the cost of the luncheon this year.] Motion was approved by unanimous voice vote.

4. NCB Governing Board member nominee

- a. The NCB By-Laws (Article II, Section 4) states that “The individual shall serve for only one full term and shall be ineligible for re-election except to fill a vacancy in an unexpired term prior to or following their period in office.” The consensus was to select a nominee for the governing board who has not served before.

5. At the Final Business Meeting of the membership the nomination of Ernest DelFosse (Del) as Vice President Elect of ESA was discussed. Del is being nominated by the Plant Insect Ecosystems section. Question to members: should NCB ESA endorse his nomination?

➤ **ACTION:** Moved by Marlin Rice, seconded by Fred Baxendale that NCB ESA endorse the P-IE nomination of Ernest DelFosse as Vice President Elect of ESA. Voice vote – passed unanimously.

f. Adjourn at 3:15 pm.