

Meeting Minutes
91st Annual Meeting
Southeastern Branch, Entomological Society of America
Executive Committee Meeting
12 March 2017
Sheraton Downtown Memphis Hotel, Memphis, TN

1. In Attendance

Eighteen (18) SEB members attended the Executive Committee meeting; thus meeting the quorum (4). Non-SEB members attending were Susan Weller (ESA President), David Gammel (ESA Executive Director), and Becky Anthony (Programs and Meetings Manager). Sign-in sheet is attached as Appendix A.

2. Call to Order – David Riley, President, SEB-ESA

SEB President David Riley called the meeting to order at 1:02 pm. David welcomed everyone to the meeting. Stephen Lapointe (SEB President-Elect) asked everyone to introduce themselves.

3. Comments from ESA President – Susan Weller

Activities and initiatives addressing the strategic principles are on-going and will keep ESA staff and volunteers busy. ESA continues to follow the three strategic principles: Social (ESA has a social responsibility to develop all of its members), Global (ESA and the science of entomology are global), and Influence (ESA must increase its influence to realize our profession's full potential). Multiple activities and initiatives are organized to meet the strategic principles, and the 2017 Strategic Initiatives (Grand Challenge, Volunteer Culture and Governance, and Science Communication). A task force is formed by members from all aspects of the membership to discuss strategies and to sort through survey on volunteerism among ESA members. Grand challenges are Scientific communication, which will be a focus of a plenary session and breakfast at the national meeting in Denver. Workshops for Student Transition and Early Professional (STEP) are organized for the Denver meeting. The theme of the national meeting is "Ignite. Inspire. Innovate." 3300-3500 attendees are expected at the national meeting.

4. Comments from ESA Executive Director – David Gammel

An overview of activities and news from ESA headquarters:

ESA is in great financial position, with \$7.4 million in total assets. The difference between strategic investment vs. financial investment was explained. Anything over the 80% of operating budget can be used to fund other strategic activities and investment. International Congress of Entomology (ICE) was very successful financially, with 6,600

attendees. InsectExpo is a huge success. ESA was expected to be in a loss for the next few years. This is largely the result of lower-than-expected royalty incomes from Oxford University Press (OUP). ESA is expected to return to a balanced budget.

Science Policy Committee proposed a tiered policy agenda. There will be 3 priority levels: active, engage, watching. A big theme for the committee in 2017 is scientific integrity. The committee will develop a consensus in the topic of scientific integrity with several major scientific organizations, will stay on top of new political and policy development at D.C., and will prepare to defend federal scientists and science funding and activity in general. ESA will support March for Science because the value of the March is in-line with ESA's agenda and priorities. ESA will have a home base for ESA-member marchers at D.C.

ESA is engaged with a public relationship firm to train members on communication skills. ESA is also active in promoting science communication activity at the annual meeting and the branch meetings.

Discussion:

Simmons: The March for Science is a splendid idea.

Parker: Does ESA need volunteers for the March?

Gammel: A webpage will be developed to coordinate member's interested in participating.

Riley: What are the sources of incomes for journals?

Gammel: The older, more established journals are largely supported by subscription. The open access journals are largely advertisement based.

5. Comments from ESA Governing Board Representative – Tim Schowalter

The ESA Governing Board meets twice each year, in June to preview the annual meeting site and in November during the annual meeting. In addition, the Governing Board visits by conference call in September and April to discuss issues.

During the past year, the Governing Board approved the following actions.

1. Reviewed contract with OUP at request of a SEB member to assess access. Access is considered adequate. Response is posted at <http://www.entsoc.org/esa-oxford-university-press-publishing-partnership-background-and-frequently-asked-questions>. Note that journal subscriptions are 40% of ESA revenue and the greatest source of flexibility for projects to accomplish goals. We had a small shortfall in OUP payments due to a 40% drop in JIS subscriptions after editor's death and shortfall in open access projections, with only 1% of ESA authors paying for this compared to a 7% projection and 10% for biological sciences across the board. OUP has significantly increased international institutional subscriptions to ESA journals, such that realized payments

are substantially higher than the guaranteed contract rate and should approach the projected payment after a short delay.

2. Approved a process for developing science policy statements

3. Approved science policy statements (with some recommended changes) on collections (Jan. 2016). Letter to NSF to retain support for collections used in justifying continuation. These documents are being used by Lewis-Burke Associates to advise legislators and agencies. Lewis Burke and our Science Policy Fellows are promoting ESA interests in Washington. We retired two statements on use of insecticides and transgenic insect resistant crops that were outdated and superceded by the two approved statements.

Approved the International Summit on *Aedes aegypti* in Brazil in March 2016. Led to invitation to participate in CDC conference on Zika in April 2016.

4. Approved co-editors, Sydney Cameron and James Whitfield, of the new *Journal of Insect Systematics and Diversity*, launched to serve the systematics/biodiversity community. Soliciting new submissions, insectscience.org.

5. Approved name change from Student Transition Early Professionals (STEP) Committee to Early Career Professionals (ECP) Committee to better reflect the composition of this group.

6. Approved new web design, launched 17 August 2016 within budget. The redesigned website provides networks and archived email for branches, sections, committees, etc., to facilitate continuity. It also provides a unified calendar and searchable archives.

7. Approved a second class of Science Policy Fellows

8. Approved ESA Fellows; request attention to diversity of nominees.

9. Approved travel awards for students and early career professionals to attend ICE.

10. Approved budget. Note that revenue from OUP somewhat lower than projected earlier due to reduced revenue from JIS.

11. Approved common names recommendation.

12. Approved support for the March for Science.

Information Items:

The International Congress of Entomology in Orlando in September 2016 had >6400 registrants (SEB largest ESA contingent) and represented 101 countries; boosting international relations. ESA President Berenbaum, together with past and future presidents, has made greater international leadership by ESA a top priority.

Continued attention to Diversity and Inclusion and Early Career Professional Committee, new focus on science communication.

ESA encourages branches and sections to submit proposals for support of initiatives that will promote ESA goals of increased membership, inclusiveness, participation and benefits for members.

6. Comments from ESA Certification Board – Dennis Ring

The Certification Board met on September 25, 2016 in Orlando, FL at the ESA and ICE joint meeting. The board met on December 8, 2016 and March 7, 2017 by telephone conference. A new Certification Manager has been hired: Willett Hossfeld (whossfeld@entsoc.org or via phone at 301-731-4535, x3026).

The number of Associate Certified Entomologist (ACE) continued to grow with 1018 ACEs being reached by 1 March 2017. There were 910 ACEs the first of December 2015 (about 12% growth over this time frame). The number of individuals certified as ACE international rose from 5 in 2015 to 14 by 1 March 2017. There were 472 Board Certified Entomologists (BCE) by 1 March 2017 representing a 4% growth.

Trips are planned in 2017 to promote certification both domestically and internationally: the International Conference on Urban Pests (Birmingham, UK), PestWorld East (Dubai, UAE), and Canadian Pest Management (Vancouver, Canada).

The Governing Board approved the budget request for 2017, and money to support a certification manager was included. The core exam and medical veterinary exams are being reviewed. After they are reviewed, the exam for urban industrial is scheduled for review. Talks with the American Medical Certification Association (AMCA) are continuing for a special entomological certification for their members. Pests would include but not be limited to mosquitoes, fleas, mites, and ticks. Money was requested from Centers for Disease Control and Prevention (CDC) for developing a medical veterinary training program.

There are two judging panels for awards: one for the ACE award and one for the BCE member and student awards. The call for nominations for awards will go out the week of March 12, 2017.

Discussion:

Lapointe: Dennis's term on SEB Board Certification Committee is up. Asked if Dennis is interested in continuing his service. We have missed our chance/deadline to hold an

election for the Certification Board Representative. Steve and Dennis will work on a special election to fill the position.

7. Reports from SEB Representatives to ESA National Committees

ESA Student Affairs Committee (SAC) – Casey Parker

International Congress of Entomology - many successful events

- Linnaean games - We had a great turnout at the games. Winner was UC Davis.
- Student reception - We wanted to try something new with the reception. Provided more areas for casual hanging out and also a regular bar/ club vibe.
- Student debates - Also great turnout for the debates. Three topics were debated and the details can be found at <http://ice2016orlando.org/about/student-activities/>. The winners were Mid-Grass Prairie Regional team, NC State and Auburn University, with NC State taking the best debate team overall.
- Student symposium - “Aquatic Entomology Around the World” - Featured student and faculty speakers including Richard Merritt.

Charges from ESA President:

Encourage nominations to ESA student awards! - We need to encourage fellow entomology students in our states to apply for these awards with ESA!

American Entomologist - From the Students to the Students: Why YOU need to attend ICE 2016. Co-written by members of the ESA SAC in preparation for ICE and included history and need-to-knows about ICE 2016.

Vice Chair - We held nominations and elections for ESA SAC Vice Chair and Casey Parker was selected as Vice Chair. Alix Whitener is the ESA SAC Chair for the Denver, CO meeting.

Current happenings - planning for Denver, CO

- Student symposium - “The Power of Collaborations that Facilitate Advancements in Science” - We are currently nominating potential speakers for this symposium that focuses on collaboration. Do you know a student, early-career professional, or faculty member that might give a great talk?
- Student debates - We are developing the topics for this year’s debates and are getting ready to distribute an announcement in the near future. Gauge interest at your university!
- Blogging - We could not publish in the American Entomologist again like we did for ICE. We have instead decided to do a blog series with Entomology Today that will be released periodically before the ESA annual meeting.
- Venue selection for student reception - We have selected a venue for the student reception in Denver. It is a local brewery with brewery tours, a dance floor, etc. There is also the potential to do an (optional) community service event during the student reception.

ESA Education and Outreach Committee – Marianne Shockley

Marianne Shockley did not attend the meeting. No report was submitted.

ESA Awards and Honors Committee – Kathleen Kidd

Kathleen Kidd did not attend the meeting. No report was submitted.

ESA Membership Committee – John Hopkins

John Hopkins could not attend the meeting. JC Chong summarized the representative’s report as presented below:

During 2016, the ESA Membership Committee worked on the following:

1. 2016 Membership Campaign, “Each New Pair of Legs Helps Us Run Better” brought in 89 new members, with 83 recruiters broken down by ESA Branch as of 6/15/16.

New Member Breakdown by member category			
Regular Member	Stud Trans/Early Professional Member	Student Member	TOTAL
4	10	75	89

Recruiter Breakdown by ESA Branch (not all recruiters have a branch)						
North Central	Southeastern	Eastern	Pacific	Southwestern	International	TOTAL
16	30	8	14	9	6	83

Note: As of 6/15/16, the Southeastern Branch had the highest number of recruiters.

Overall, ESA membership suffered during 2016. Our final (Dec. 2016) total membership count was 6,298, down from 7,143 at the end of 2015. Our branch membership also shrunk over this same time period (from 1307 in Dec., 2015 to 1,260 in Dec., 2016). The membership decline is due primarily to the fact that the 2016 ESA Annual Meeting/ICE 2016 didn’t offer a reduced meeting rate to members and we lost a lot of students from that meeting last year. Our membership numbers are starting out strong for 2017 and the Committee hopes we’re on track to reach the 7,000 mark again this year.

2. 2017 Membership Campaign, “Recruit - Retain - Renew”. The current membership contest runs through November 1, 2017. Only ESA members are eligible to recruit and win. When new members join, they must enter on their application their recruiter’s name and the recruiter’s email address that is on file in the ESA database. Recruiters are sent a thank you letter and gift for their first referral, and each subsequent referral equals one entry in the drawing for the grand prize, a \$300 AMEX gift card. Plus, the Branch with the greatest percentage of growth in new members will win a \$500 coffee break at their 2018 Branch Meeting!

3. Support provided to the ESA's Diversity & Inclusion (D&I) Committee in their outreach to members to help determine where ESA stands with respect to diversity and inclusion. The ESA Membership Committee supported a demographic analysis of ESA membership spearheaded by the D&I Committee, and also encouraged members who may be underrepresented to join ESA and get involved in all programs and services. The D&I Committee, supported by the ESA Membership Committee, has finalized a formal D&I statement for ESA and is currently developing a survey to go out to all ESA members.

4. The ESA Membership Committee assisted ESA headquarters in finding ways to encourage members to voluntarily update member profiles with current demographic data to support tailored communications and personalized messages. Committee members offered a variety of ideas including competitions between Sections and/or Branches for members completing their profiles. They also suggested that gift cards would be a good incentive to encourage participation, and recommended that messaging from ESA should show the value to members for requesting this information (e.g. Better ability to connect members who share interests).

5. The ESA Membership Committee provided ideas for ESA to maximize awareness of two new membership programs to encourage membership recruitment of scientists located outside of the U.S. during ICE 2016. A reduced-fee 'Least Developed Country' membership was offered to those individuals located in least developed countries, based on a list maintained by Oxford University Press. These scientists would pay the ESA student dues rate. ESA also offered a special ICE 4-year membership where scientists could pay in advance during ICE for four years of membership and lock into 2016 regular membership rates. This membership offer was only being offered to those in the Regular member category, and would include one free article submission in one of ESA's open-access journals.

Other Membership Activity

- A dues increase of 1.7% was approved for all categories of membership effective for 2017 membership by the ESA Governing Board during their April conference call.

Discussion:

Simmons: Surprised that the membership is down. What is the strength of the International Branch?

Gammel: Not much increase in International Branch. During the ICE, ESA did not require membership to attend ICE so there is no incentive for members to renew their membership with ESA. The membership number appears to have returned to previous level.

Lapointe: Does ESA guidelines require committee members to be ESA members?

Gammel: Yes, in theory, committee members have to be society members. But in practice, the requirement is not strictly enforced. But membership should be required for officers.

ESA Finance Committee – JC Chong

The ESA Finance Committee met at the ESA headquarters in Annapolis, MD on 3 November 2016. All committee members attended the meeting in person, and were accompanied by ESA staff. The committee was given an overview on ESA's budget process and the methodology behind allocating staff salary and indirect costs. The committee reviewed the strategic and operating reserves, the proposed 2017 operating budget, investment reports as of Sept. 2016, and the 2017 proposed budget for the ESA Certification Cooperation. Cost center related to Annual Meeting – Admin was examined in greater details than other cost centers that exceeded \$50,000.

ESA reserves are divided into Financial Reserve and Strategic Reserve, totaling about \$6.1 million. As of September 2016, \$1,255,000 was allocated to the Financial Reserve and \$4,845,000 was allocated to the Strategic Reserve. The allocation of Financial and Strategic reserves is projected to be maintained at 40:60 ratio from 2017-2020. The strategic reserve investment funds, budgeted at \$56,000 in 2017, includes funding for a governance and volunteer culture assessment in 2017, funds to encourage science communication programming at the Branch meetings, and the Presidential funds.

2016 is projected to close with a surplus of \$402,421. This is largely due to an operating surplus that resulted at the conclusion of ICE, with a total income of ~\$3.6 million and a total expense of \$2.7 million. The largest 2016 cost centers in the expenses from the annual meeting/ICE and executive and governance (~\$1.7 million). The largest sources of incomes in 2016 were annual meeting/ICE and journals (~\$1.4 million).

The proposed 2017 budget includes a projected total revenue of ~\$3.9 million, down from the \$6.1 million in the 2016 budget because of the conclusion of ICE. The projected 2017 total expenses is ~\$4.2 million. ESA is projected to incur a net loss of \$340,801 in 2017. The committee members present at the meeting passed the proposed 2017 budget unanimously.

The committee also made the following recommendations:

1. ESA staff continues to present proposed strategic investments (if any) as a separate component from the proposed operating budget in any given year, and cost center or expense items that correspond with ESA strategic initiatives be segregated.
2. A printed program book for the annual meeting be phased out over the next three years, and be replaced with an improved mobile app. Members who want a printed program book may be charged for the cost.

Discussion:

Weller: The program book will still be available for the upcoming national meeting.

ESA Science Policy Committee – Lauren Diepenbrock

Lauren Diepenbrock was not able to attend the meeting. JC Chong shared the following updates about ESA's support for the March for Science:

1. ESA is endorsing the March for Science (<http://entsoc.org/entomological-society-america-supports-march-science>), we are asking the membership to let us know if they will be participating by filling out an online survey linked in that post. For those going to DC, ESA will have office space available near the march for members to use for downtime/charge phones/meet up
2. The Committee will host a webinar on April 19 on science advocacy.

ESA Diversity and Inclusion Committee – Gloria McCutcheon

Gloria McCutcheon was not able to attend the meeting. David Riley presented an update from the Diversity and Inclusion Committee:

The ESA Diversity and Inclusion Committee is currently discussing four recommendations, based on the survey results and discussions with ESA staff.

Proposed goals:

1. Increase the diversity of speakers of Entomology 2018 and in ESA 2018 Branch meetings by 10%.
2. Increase the diversity of ESA's volunteer base by 3% by Year 2018.
3. Ongoing capture of data related to diversity of ESA membership.
4. Raise the profile of D&I across ESA communications.

8. Comments from the Entomological Foundation (EF) – Marianne Shockley

Marianne sent the following report via email:

EF will host several teacher workshops and a bug banquet at the national meeting. A workshop is been organized for ESA members who are interested in using insects in teaching.

9. Reading of Previous Year's Minutes – JC Chong, Secretary-Treasurer

Motion to suspend the reading of, and accept the meeting minutes, was made by Mike Williams, and seconded by Stormy Sparks. Motion passed unanimously by voice vote.

10. Committee Reports

Local Arrangements Committee (LAC) – Scott Steward

The local arrangements committee consists of Scott Stewart (Chair), Jerome Grant (Co-Chair), Chip Graham, Scott Graham, Katherine Parys, and Frank Hale, with special thanks to Sandy Steckel and Matthew Williams for their assistance. Ms. Steckel coordinated the scheduling of student volunteers. Local arrangements and the Program

committee also coordinated room assignment for the S1055 meeting (“Soybean meeting”, Sunday, including food and beverage) and the SERA 003 (IPM Coordinators meeting, Wednesday). The S1055 attendees paid an additional registration of \$100/person to cover meeting expenses.

Contract – Room rates were negotiated at \$149/night for single and double occupancy, \$159 for triples, and \$169 for quads. Various complimentary concessions were made by the hotel (e.g., free room upgrades, hospitality suites, VIP amenities, free Wi-Fi for hotel guests, etc.).

Food and Beverage – Estimated at a total cost of \$42,000, this included all breaks, the Welcome Reception, and the Awards Luncheon. Not included in these costs were the following.

- BBQ Social (Sunday Night): Approximately \$750, paid directly by a sponsor (Phytogen).
- Entertainment (Monday Night Reception): \$750, paid directly by the University of Tennessee.

Audio/Video Costs – Quoted at a cost of \$7,331, computers were provided by the University of Tennessee. Projectors were provided by University of Tennessee and others from members of the LAC.

Discussion:

Steward: There are good and bad of having someone else to negotiate the contract. The committee needs to be more familiar with the terms of the contract, and the actual need for meeting rooms and other resources.

Simmons: More rooms need to be in government per-diem rates. Splendid jobs in organizing the meeting.

Steward: The committee had secured more than \$19,000 in sponsorship.

Meeting Location and Time: FL 2018 – Steve Lapointe

Committee chair Jerry Hogsette could not attend the meeting. Steve Lapointe made the report on Hogsette’s behalf.

2018 meeting will be in Orlando, FL, 4-7 March 2018. I-Ride trolley is available from the hotel (Doubletree at SeaWorld) to local attractions. LAC will be chaired by Rob Meagher.

Discussion:

Lapointe: The 2020 meeting will be in Georgia. A joint meeting with the Eastern Branch has been proposed.

Riley: Will announce at the final business meeting about a possibility to have a joint meeting with the Eastern Branch, and charge Lapointe in forming an *ad hoc* committee to discuss the possibility with the Eastern Branch.

Meeting Location and Time: AL 2019 – David Held

David Held could not attend the meeting. JC Chong summarized the clauses in the contract, and Fudd Graham made the report in David Held's stead:

The committee includes David Held (chair), Lawrence Fudd Graham, and Kelly Ridley.

The 2019 SEB annual meeting will be held in Mobile, AL, at the Renaissance Riverview Plaza Hotel, March 3-6.

In fall 2016, the committee began working with Morgan Klinkradt with Conference Direct. Morgan prepared the proposal and solicited input from venues in Birmingham, Montgomery, Huntsville, and Mobile. The spreadsheet was reviewed by the committee and the options were narrowed to Montgomery or Mobile. After considering dates, the committee decided that a meeting in Mobile coincident with Mardi Gras would add value and perhaps increase attendance. Through Morgan, the committee scheduled a site visit with the Renaissance Riverview Plaza Hotel in Downtown Mobile near the bay. This is the same site where the 2000 SEB meeting was held also coincident with Mardi Gras that year. The committee spent half a day touring the entire facility and reviewing spaces for paper and poster sessions, as well as spaces for lunches and larger sessions. The hotel is recently remodeled and the staff is exceptionally friendly and helpful. There are a variety of restaurants within walking distance of the hotel with a variety of foods, especially seafood. If attendees want to eat along the water, more seafood restaurants are available along the causeway within a short drive. There is currently no free shuttle to the airport but the hotel is easily accessible from both the I-10 and I-65.

Based on the site visit, the hotel produced a contract that was first reviewed by the committee then the SEB Treasurer. The meeting dates are March 3-6, which is during Mardi Gras in 2019. For reference, Fat Tuesday is March 5 and Joe Cain Day (locally celebrated in Mobile) is Sunday, March 3. The hotel is along the Mardi Gras parade route and has a designated area specifically for hotel guest to view the parades and collect trinkets and beads.

Since the hotel is on a parade route during Mardi Gras, they wanted a signed contract by the end of the year to ensure that the venue would remain available. Following review by the Treasurer, the contract with the hotel was signed in December 2016. The room rate is set since we are already under contract with the hotel. The contract room rate is \$149 per night (single or double occupancy) with a government room rate of \$129 per night. There is a parking fee per day of \$15 and valet is available. The hotel connects by skybridge to the Outlaw Convention Center, which also has a large parking lot. The convention center per day parking can provide overflow and the parking fee will be equal to or less than the hotel daily parking charge.

Program Committee – Ash Sial

The committee had organized an outstanding program for the membership at this year's meeting. Dr. Audrey Lehnhart (Lead Integrated Vector Management Team, Center for Global Health/Division of Parasitic Diseases and Malaria/Entomology Branch, U.S. Centers for Disease Control and Prevention (CDC), Atlanta, GA) delivered the plenary address entitled "Zika outbreak: A public health crisis and a public health entomology call to action". In addition to the plenary session, a total of 237 scientific presentations were delivered at the meeting which included 172 oral presentations (61 student presentations + 81 symposia presentations + 30 regular ten minute papers (TMPs)) and 65 display presentations (29 student competition posters + 36 regular posters). In terms of sessions, we had a total of 26 sessions, including 13 student competition sessions, 10 program symposia, and 3 regular TMPs. For the first time this year, we introduced a new category in student competitions entitled "Extension, Outreach, and Teaching" to encourage students whose projects didn't involve answering traditional research questions to participate in the meeting. In this new category we had 5 submissions and the session was very well received. We anticipate more submissions in this category in the future.

The program also included a Lunch and Learn session entitled "Navigating your way to a career in entomology" where five panelists from different career paths shared their experiences and provided their perspectives on how to find a career in entomology. Boxed lunch was provided to 50 attendees primarily students. Based on student attendance and their feedback, Lunch and Learn session was a success.

This year, the program book was printed in 8.5"x11" format instead of 4.25"x11", the format previously used to print SEB program books. The program book looked really good in this new format and majority of the membership seemed to like it.

Ash thanked the program committee members Amanda Hodges (FL), Julien Beuzelin, (FL), Jason Schmidt (GA), Juan Luis Jurat-Fuentes (TN), and Alton "Stormy" Sparks (GA, Ex Officio.)

Discussion:

Sial: Let the committee know if the new format of the program book is acceptable.

Chong: A bit extra cost for Confex to format the program book but it is worth it. The new format is also cheaper to print.

Public Relations Committee – Frank Hale

Frank Hale did not attend the meeting. JC Chong presented the report as outline below:

Committee is composed of Frank Hale, Chair; Scott Graham and Greg Wiggins. All members are from TN.

In early February, students and faculty at all the Departments of Biology in Tennessee colleges and universities were invited to our annual meeting.

Meeting press release to Memphis and West Tennessee media was distributed on March 2. <https://ag.tennessee.edu/news/Pages/NR-2017-03-EntomologyMeeting.aspx>

Membership Committee – David Jenkins

The committee is chaired: Lina Bernaola, LA, with members Josh Temple, FL (2019), Rizana Mahroof, SC (2020), Fudd Graham, AL (2020), Michael Toews, GA (2020), Hannah Burrack, NC (2020), and David Jenkins, SC (*ex officio*)

We are still recruiting members to represent Mississippi, Arkansas, Tennessee and Puerto Rico.

Our mission is recruitment of new members into the society and to ensure that the society provides valuable services to its members.

Membership in SEB in 2014: 1,332

Membership in SEB in 2015: 1,307

Membership in SEB in 2016: 1,260

Membership in SEB as of Feb 2017: 944, broken out as follows:

Subclass Code	Count
Student Member	160
Student Transition Year 1	31
Student Transition Year 2	10
Early Professional Year 1	2
Early Professional Year 2	5
Early Professional Year 3	21
Early Professional Year 4	22
Early Professional Year 5	8
Member	585
Family Member 1	5
Family Member 2	8
Emeritus	53
Emeritus Gold	17
Honorary	13
Life Member	0
President's Circle	4
Developing Countries	0

Member Awards Committee – Ryan Kurtz

Ryan Kurtz was not able to attend the meeting. JC Chong summarized the report as presented below.

The Member Awards committee met via email to consider nominees for the branch awards. The committee was comprised of the following members: Ryan Kurtz, NC (2017), Chair; David Buntin, GA (2019); Cindy McKenzie, FL (2019); Dennis Ring, LA (2019); and Sonja Brannon Thomas, AL (2017), who abstained from vote.

Nominations were higher than in 2016 but many awards only had one and one had no nominees. The call for nominations went out in Mid-October, and the deadline was extended from December 31, 2016 to January 30th, 2017 in the hopes that the number of nominations would increase.

On behalf of the SEB-ESA Awards committee, Ryan Kurtz would like to express our gratitude to all members who nominated their colleagues for the branch awards. One recipient was selected for each award for which nominations were received. There were no nominations for Recognition Award in Insect Physiology, Biochemistry, and Toxicology.

After reviewing all the nominations that were received, the committee recommended the following individuals to receive branch recognition this year:

Southeastern Branch Early Career Award:

Dr. Nick Seiter, U of AR

Southeastern Branch Award for Excellence in Integrated Pest Management:

Dr. James P. Cuda, U of FL

Southeastern Branch Distinguished Service Award to the Certification Program:

Dr. Rebecca Baldwin, U of FL

Southeastern Branch Distinguished Achievement Award in Horticultural Entomology:

Dr. Jason Oliver, TN State Univ.

Southeastern Branch Distinguished Achievement Award in Urban Entomology:

Dr. John Hopkins, U of AR

Southeastern Branch Distinguished Achievement Award in Extension:

Dr. Jennifer Gillet-Kaufman, U of FL

Southeastern Branch Distinguished Achievement Award in Teaching:

Dr. James Ottea, LSU

Southeastern Branch Recognition Award in Entomology:

Dr. Alvin Simmons, USDA-ARS

One issue that emerged from this year's evaluation process is a disagreement between SEB's and ESA's classification of "Early Career". The eligibility for ESA is 10 years and for SEB is 5 years. In addition, the evaluation criteria are confusing for the SEB award, but much simpler for the national award. This committee recommends that clarification of the SEB's criteria, and harmonization of SEB's and national ESA's criteria, are needed.

Sonja Brannon Thomas and Ryan Kurtz' terms expire in 2017 and will need to be replaced. David Buntin has agreed to serve as the new Committee chair.

Discussion:

Riley: Can the decision on criteria be determined at the committee level?

Chong: Yes.

Student Awards Committee – Jason Oliver

Committee members are Jason Oliver (TN, Chair), Mohamed Alburaki (TN), Jeremy Greene (SC), Xing Ping Hu (AL), Hugh Smith (FL), and John Adamczyk (MS, Ex Officio).

The John Henry Comstock Award and Kirby L. Hays Memorial Award will be presented to Blake Wilson (Louisiana State University) and Casey Parker (University of Florida), respectively, at the Awards Luncheon on Tuesday. Nominations for the John Henry Comstock Award increased slightly from last year and both awards had an adequate pool of applicants with competitions being close among applicants.

A total of 60 student oral presentations and 28 poster presentations were submitted to the 2017 meeting student competition. These presentations were divided into 9 oral and 4 poster sessions.

At the close of the SEB-ESA meeting registration on 20 Feb. 2017, there were 45 members who had volunteered to serve as judges for the student papers and posters, plus several additional volunteers who had contacted the committee Chair directly to volunteer. The option to volunteer during SEB-ESA meeting registration was very effective this year in obtaining the required number of judges. At the present time, we have 6 more judges than required for the number of sessions, providing a reasonable alternate pool of judges.

In the meeting minutes from last year's meeting, concerns were raised about students still not providing adequate abstracts or no abstracts. Discussions were initiated with John Adamczyk (current Ex Officio of the Student Awards Committee) and Secretary-Treasurer JC Chong about the process to remove the abstract requirement from the student competition. Input was then requested from the Student Awards Committee on whether to remove the abstract requirement from the poster/paper competition. The committee all concurred unanimously that the abstract requirement could be dropped from the student competition requirements. There was additional discussion with Ashfaq Ahmad (Program Committee Chair) about whether removing the abstract option in the ESA Confex System should be done. The final consensus was that the option to submit an abstract in the Confex System should remain, since it might be needed to organize papers into sessions, but that the requirement for students to submit abstracts for judging should be removed during the call for SEB-ESA poster/paper presentations. Here is a list of reasons the Student Awards Committee developed in support of removing the abstract requirement:

- Most student competition judging volunteers do not arrive at the meeting with the abstract and it has caused confusion in the past with judging oral presentations.
- Some students don't realize they are being judged on abstracts and either don't submit abstracts or only submit low quality abstracts for the purpose of categorizing their talks and not for competition.
- A written abstract does not have much merit when judging an oral presentation. For posters, abstracts are usually provided by students on the poster presentations, but not always. Some committee members expressed that writing a quality abstract is an important skill for students, but that the oral and poster competition at the SEB-ESA meeting may not be the best venue for providing that instruction.
- For judges of oral competitions, it is difficult to review an abstract during an active oral presentation, which means the abstract must be reviewed before the presentation session. Pre-session abstract reviews places an additional burden on judging volunteers and the committee felt it would be a good idea to remove anything that might further discourage volunteering for judging assignments.

On Sept. 8, 2016, an email was sent to President David Riley for Executive Committee consideration of the Student Award's Committee recommendation to drop the abstract requirement from the SEB-ESA student paper/poster competition. President Riley informed the committee that there is presently no specific SEB-ESA Guideline that requires an abstract, so no Executive Committee decision was needed to make the proposed change. The 2017 Memphis meeting will be the first time abstracts will not be required in the SEB-ESA student competitions. Students competing in the National ESA paper/poster competitions will still have this requirement.

A new student oral competition section for students with extension and outreach activities initially was proposed by the Program Committee to SEB-ESA President David Riley, SEB-ESA President Elect Stephen Lapointe, and Becky Anthony (ESA Central).

The rationale for the new session was for students who have extension and outreach with little or no research to have a session more appropriate for competition. Subsequently, the Student Awards Committee Chair (Jason Oliver) and the remainder of the SEB-ESA Executive Committee were brought into the discussion. No one was totally opposed to the idea for the new session and Amanda Hodges agreed to draft a proposal for the new session. SEB-ESA Secretary Treasure Juang-Horng Chong also indicated that there were sufficient funds for prize money and plaques for the new session. The new session was titled "Extension, Outreach, and Teaching Student Oral Competition" and had a total of 6 talks submitted for the 2017 meeting.

Xing Ping Hu and John Adamczyk will rotate off the committee this year. For the 2017-2018 period, Mohamed Alburaki agreed to serve as Chair and Jason Oliver will become Ex Officio. Esmaeil Amiri (NC) agreed to join the committee as the fifth member for the 2017-2018 period.

Issues with the ESA website describing Robert T. Gast and SE Branch Student Awards

- 1) Wording on website caused confusion with one student this year. It also caused confusion within Student Award Committee regarding requirements.
- 2) The following text sections are problematic:

CURRENT TEXT: "The award is based on the performance of the student in presenting a paper in both oral and written forms."

PROPOSED TEXT: "The award is based on the performance of the student in giving a scientific oral presentation."

RATIONALE: Committee is not judging written papers.

CURRENT TEXT: "The recipient of the Robert T. Gast Award receives \$500 cash and a plaque, and the Southeastern Branch Student Award is \$250 cash and a plaque."

PROPOSED TEXT: "The first place recipient of the Robert T. Gast Award receives \$200 and a plaque, and the Southeastern Branch Student Award receives \$200 and a plaque."

RATIONALE: Sentence does not specify this is first place and the current prize for first place is \$200, not \$500 according to JC Chong. Removed "cash" since it is redundant and we usually give checks, not cash.

CURRENT TEXT: "The second place awardees each receive \$100 cash and a plaque."

PROPOSED TEXT: "The second place awardees each receive \$100 and a certificate."

RATIONALE: JC Chong said we don't give plaques to second place winners.

CURRENT TEXT: "The paper presented for consideration may not have been submitted for publication in a journal prior to the deadline for submission of the research summary."

PROPOSED CHANGE: Delete sentence.

RATIONALE: It is confusing to have wording that says you will present a “written paper” and also SEB judges have not been judging written papers. Also, it is not clear to students if this is abstract or manuscript, but since it says journal it appears to be a manuscript.

CURRENT TEXT: “The student’s written paper and associated oral presentation are evaluated by.....”

PROPOSED TEXT: “The student’s oral presentation is evaluated by.....”

RATIONALE: We have not been judging written papers for years. Also, “associated presentation” implies the oral part, which is the primary thing scored on our rating form, is of secondary importance. Also, the evaluation criteria listed below this sentence for these awards are all oral related items.

CURRENT TEXT: “If there is no clear awardee for an award, the two top-ranked students as averaged from the committee member lists, are reevaluated. Chair determines the awardees and presents awards at the ESA-SEB annual meeting.”

PROPOSED TEXT: Changes are under committee review.

Discussion:

Oliver: Clarification on the requirement for abstract is needed.

Riley: We need to hear feedbacks from the judges on whether not having abstract hurt or ease their judging process.

Anthony: ESA also removed abstract from judging to level the playing field for international students. Consensus is that no one noticed the absence of abstract.

Parker: Students ended up giving preliminary abstracts because the early deadline for abstract submission. By the time the competition rolls around, the abstracts have changed.

Weeks: At ICE, not having abstracts is actually helping with judging.

Anthony: A specific webpage can be created for students with information on judging criteria.

Oliver: The SEB student award website needs to be updated to clarify or correct some points. A list was generated.

Chong: One clarification is needed on the new Extension, Outreach and Teaching category: Are we awarding separate 1st and 2nd place for MS and PhD level?

Sial: Just one level. But if we are having more papers, then we can have separate levels.

Oliver: Background information on the memorial awards are needed on the website.

Resolutions Committee – Jason Schmidt

Jason Schmidt did not attend the meeting. A draft Resolutions is submitted to David Riley, and will be posted at the poster session. Approval of the draft Resolutions will be conducted at the final business meeting.

Student Affairs Committee – Steve Reyna

The Student Affairs Committee is co-chaired by Steven Reyna and Ratnasri Mallipeddi and is made of nine members from different institutions from the Southeastern branch.

Members are

Tommy Bilbo, Clemson Univ. (2016-2018)
Murphey Coy, Auburn (2016-2017)
Whitney Crow, Mississippi State Univ. (2015-2017)
Beth Ferguson, Univ. Arkansas (2015-2017)
Ratnasri Mallipeddi, Univ. Tennessee (2015-2017)
Wendy Marchant, Univ. Georgia (2016-2018)
Ying Niu, Louisiana State Univ. (2016-2018)
Casey Parker, Univ. Florida (2016-2018)
Steven Reyna, North Carolina State Univ. (2015-2017)

Student Symposium Subcommittee

Members were Wendy Marchant and Steven Reyna.

The Student Symposium topic was “Advances in Insect Pest Management Specialty Crop Systems”. Student Symposium announcements were sent to SEB department chairs for distribution to their faculty, staff and students in October. Announcements were also distributed via official SEB email and via SEB website. The student symposium subcommittee solicited talks from students and professionals totaling seven talks. Speakers represented University of Florida, Clemson University, University of Georgia, North Carolina State University, and University of Tennessee. The sub-committee obtained titles and affiliations and submitted those to the ESA Confex system. Speakers were reminded of their participation and asked to bring their talk on a USB drive prior to the start of the symposium.

Linnaean Games Subcommittee

Members were Beth Ferguson, Ratnasri Mallipeddi, and Thomas Bilbo.

Six teams will participate in the 2017 Linnaean Games. Teams were solicited for participation by contacting the previous year’s coach for each team via emails. The participating teams were:

Univ. Arkansas

Coach: Fred Stephen

1. Beth Ferguson
2. Aaron Cato
3. Joe Black
4. Hillary Fischer
5. Rosalee Knipp (Alternate)

Clemson Univ.

Coach: Gerald Carner

1. Tom Bilbo
2. Daniel Greene
3. David Bowers
4. Cody Kerns
5. Peng Zhang (Alternate)

UGA

Coach: Nancy Hinkle

1. Annie Rich (Captain)
2. Allison Johnson
3. Ashley Duxbury
4. Joanie King
5. Courtney Brissey – Alternate

LSU

Coach: Rodrigo Diaz

1. Sunil Paudel
2. Anup Bastola
3. Scott Nacko
4. Balwinder Kaur
5. Lina Bernaola (Alternate)

NCSU

Coach: Matt Bertone

1. Meredith Spence Beaulieu (Captain)
2. Damon D'Ambrosio
3. Gabriel Zilnik
4. Samuel Buzuleciu
5. Nataraja Maheshala
6. Kristin Sloyer (Alternate)

Univ. Florida

Coach: Amanda Hodges & Rebecca Baldwin

1. David Plotkin
2. Cory Penca
3. Evan Waite
4. Lindsay Iglesia
5. Casey Parker (Alternate)

Photo Salon Subcommittee

Members were Whitney Crow, Ying Niu, and Ratnasri Mallipeddi

The Photo Salon Subcommittee sent out two calls of for submissions one in February and again in March. Announcements were also placed on the ESA-SEB website and included in ESA-SEB program announcements. There were a total of 53 submissions, 25 for Traditional Macrophotography, 5 Microphotography, 3 Arthropods in Action, 14 for Artistic, and 6 for Entomologist in Action. A first and second place will be recognized.

Discussion:

Parker: Out-going committee members also help with recruiting their own replacement.

Hinkle: How does Job Placement Sub-Committee function?

Crow: The committee is in discussion about how to improve the reach and functioning of the Job Placement Sub-Committee.

Riley: Perhaps to develop more activities to promote face-to-face interactions between students and potential employers. Guidelines would have to change to make this committee more relevant.

ad hoc National Offices Nominating – Steve Lapointe

Alvin Simmons will be nominated for the position of Vice President Elect of ESA.

Education Committee – Eric Butler

Eric Butler was not present and no report was submitted.

Nominating Committee – Babu Srinivasan

Babu Srinivasan did not attend the meeting. JC Chong summarized the report.

Nominations were requested for three 2018 SEB-ESA offices in November 2016. They include President-Elect, Member-at-Large, and Secretary Treasurer-Elect. Two consenting names for each nomination were finalized in December 2016. Their nominations were submitted via ESA in January 2017. The details of the nominations were posted online, and electronic balloting was initiated on 10 January 2017. With approximately 200 ballots cast, the committee received election results on the second week of February. Oscar Liburd was elected President-Elect, Amanda Hodges as Secretary-Treasurer-Elect, and Jason Oliver as Member-at-Large-Elect. The election results will be announced at the opening session on Monday, 13 March 2017.

Archives Committee – Jim Harper

Jim Harper did not attend the meeting. JC Chong summarized the report as presented below:

The material to be added to the Archives during 2016 includes a copy of the SEB annual meeting program and a printed copy of the Executive Business Meeting minutes held in Raleigh on March 13, 2016 at the Raleigh Sheraton Hotel. These materials are being accumulated along with previous programs and materials collected since the Archives were established at the NC State University Libraries. Sufficient material is now on hand and will be placed in the Archive collection as per instructions of the University's archivists after the 2017 meeting program is available for addition.

The SEB Web Page includes the link "Call for Southeastern Branch Archive Materials". While this has not resulted in any submissions in the past year, it is hoped that valuable historical documents may be submitted in the future based on instructions in this link, and it is recommended that this link remain active.

Discussion:

Hinkle: We are seeking a copy of the 1995 meeting program.

Riley: We will begin to encourage collection of images and make them available. A Flickr account is established to capture images and sending them to ESA.

Weeks: Gerry Carner will be the official photographer of the award luncheon.

ad hoc Linnaean Game Enhancement Committee – Mike Williams

Members of the Linnaean Games Enhancement Committee are: Jerome Grant, David Jenkins, and Michael L. Williams (Chair).

The main task undertaken by the Committee was to collect the questions from the various participating schools and vet the questions before dividing them into game sets for use in the SEB Linnaean Games Competition. Questions were solicited from participating schools by the Student Affairs Committee, and then forwarded to the

Linnaean Games Enhancement Committee. Each competing school is invited to submit 27 questions (3 each from the following 9 categories): Biological Control; Behavior & Ecology; Economic & Applied Entomology; Medical, Urban & Veterinary Entomology; Morphology & Physiology; Biochemistry & Toxicology; Systematics & Evolution; IPM & Insect/Plant Interactions; and History, Culture, People & Events.) to be added to the bank of questions to be used in the games.

This year we will have 7 states in the competition, including: Arkansas, Clemson, Florida, Georgia, Louisiana, North Carolina, and Tennessee. Only six of the seven teams submitted questions.

Six sets of questions (16 Tossup and 16 Bonus questions), were formed by the Committee from the submitted questions, as well as from a bank of past years questions and new questions developed by the Committee. Many of the questions submitted by schools were reworded, either to make them more clear and accurate or to prevent easy recognition by the particular school submitting the question.

The vetted sets of questions were submitted to the 2017 SEB Linnaean Games judges and moderators prior to the competition.

Jerome Grant will serve as Quizmaster/Moderator for the 2017 Linnaean Games, and judges for the 2017 games will be: Dr. Lauren Diepenbrock, Dr. Norman Leppla, Dr. Randy Luttrell, and Dr. Alvin Simmons.

Mike Williams, along with other Committee members attending the 2017 SEB Meeting will judge the success of our committee actions to enhance the Linnaean Games competition based on their observations of the Linnaean Games and will report if additional changes are needed.

The Committee will meet with representatives of the Student Affairs Committee to discuss ways the games can be improved in the SE Branch and will solicit their help in insuring a more uniform and timely process for questions being submitted to the Committee for vetting and game set-up.

Discussion:

Simmons: Has the committee considered getting questions from other branches?

Williams: No. But it is a good one.

Hinkle: One question with getting questions from other branches is that we try to make the questions more focused on the southeastern region.

Williams: We do have a good bank of questions.

ad hoc Committee SEB Reception at ICE 2016 – Alvin Simmons

Committee Members: Alvin M. Simmons (Chair), Stormy Sparks and Emma Weeks.

The chair thanks all members of the *ad hoc* SEB Reception at ICE 2016 Committee. Three universities joined SEB-ESA in co-sponsored a reception and the formal title of the event was “Southeastern Branch-ESA, North Carolina State University, University of Georgia, and Mississippi State University Mixer-Reception.” The committee coordinated with the North Central Branch-ESA who also held at reception at the same time in an adjacent room. The committee worked closely with the SEB Secretary-Treasurer, Juang-Horng ‘JC’ Chong. We worked with Kyla Moore (Convention Service Manager, Rosen Centre) and her assistant, Jannett Plaza, in organizing the event.

The reception was held in the Grand Ballroom A, Rosen Centre Hotel on Tuesday evening (September 27, 2016) from 6:30 pm to 8:30 pm. The timing of the reception corresponded with the peak night (1,825 room reservations) for ICE hotels; 6,670 delegates from 100 countries were registered for ICE 2016.

The budget from SEB was \$10,000, and the combined contribution from the universities was \$9,500 with a total budget of \$19,500 for the reception.

An open bar of name-brand cocktails, domestic and imported beers, varietal wines, soft drinks, and mineral and sparkling water were provided for the entire time. Assorted hot and cold food items, including carving stations of Kobe Steamships Round of Beef were provided. The event was planned for 300 guests, and was setup with scattered tall cocktail tables and short cocktail tables with chairs. The enjoyment was obvious from the booming and lively conversations.

Everything went as planned!

11. Treasurer’s Report – JC Chong, Secretary-Treasurer

Net worth

As of 31 January 2017, SEB has a net worth of \$104,503.98, maintained as cash in two accounts with PNC Bank, and as reserve funds in the Branch/Section/Foundation Investment Fund managed by TIAA-CREF (see Appendix B for breakdown; summary presented below). The net worth was \$16,299.24 lower than the balance of \$120,803.22 on 31 January 2016.

Checking Account (2/1/2016 – 1/31/2017):

Beginning balance	\$91,808.06
Ending balance	\$17,433.88

Money Market Account (2/1/2016 – 1/31/2017):

Beginning balance	\$28,995.16
Ending balance	\$24,015.52

Branch/Section Investment Fund (May – 31 December 2016):

Starting balance	\$60,000.00
Final balance	\$63,054.58

Incomes and Expenditures – 2016 Raleigh meeting (covered under the 2015-2016 budget)

Meeting attendance at the Raleigh meeting was one of the all-time highs, allowing SEB to collect \$41,015 in registration fee (see Appendix C). ESA provided \$4,531 in Program Enhancement Funds (which is similar to the historical average), \$850 in Gast and Hays Awards funds, and \$2,000 in supplemental funding to the Linnaean teams representing SEB at the national meeting in Orlando, FL. The S-1055 Soybean IPM Working Group held its meeting in conjunction with SEB, and contributed \$1,750 to SEB's meeting incomes to cover their food and beverages expenses (which were charged to SEB's master account). The sponsorship Committee (chaired by Dominic Reisig) secured \$13,450 in industry sponsorships.

The total expenditure of the Raleigh meeting was \$81,483.73. Similar to the past meeting, the largest expenses were incurred by the Local Arrangements Committee in providing meeting space, audio-visual equipment, food and beverages to meeting attendees. Expenses for Monday night reception and Tuesday Award Luncheon were within the range of the budgeted amount. However, more were spent on breaks and Monday breakfast, as well as on AV equipment, than had been budgeted. All expenditures incurred by the Local Arrangements Committee were \$33,017.49 over budget.

All other committees and offices stayed within their respective budgets. The Student Affairs Committee was \$1,862.57 over budget. That shortfall was due to additional funding to the Linnaean teams representing SEB at the national meeting, which was covered by supplemental funding from ESA.

The total income for the meeting was \$65,194.35, whereas the total expenditure was \$81,483.73. SEB netted a loss of \$16,289.38 from the 2016 annual meeting in Raleigh, NC.

Incomes and expenditures – SEB Mixer at ICE (covered under the 2016-2017 budget)

SEB hosted a mixer at the International Congress of Entomology, Orlando, FL. Alvin Simmons led the organization of the mixer. The total expenditure was \$18,155.17. The cost was paid for by SEB (\$10,000), North Carolina State University (\$4,500), University of Georgia (\$2,500) and Mississippi State University (\$2,500).

Discussion:

Stormy: Host state breakfast should be paid by the state.

Sial: How does it (the incomes and expenses) look this year?

Chong: Will break even.

Lapointe: How is the net worth change over the years?

Chong: Between \$96k to \$120k.

Gammel: ESA included Branch in the meeting insurance so SEB can be comfortable maintaining half of what SEB has.

Proposed Budget for 2017-2018 (Appendix D)

The total proposed budget for 2017-2018 includes expenses of \$51,460, representing a reduction of \$10,950 over the approved expenses for 2016-2017. The reduction in budget is largely the result of removing the line item of ICE mixer (\$10,000 in the 2016-2017 budget) from the proposed budget.

Budgets for Student Affairs, Site Selection and Archives Committees remained unchanged from the 2016-2017 budget.

Budgetary changes in other committees and offices include:

SEB President: Budget is reduced by \$10,200 after removing the line item of ICE mixer and reimbursement for travel (President-Elect Steve Lapointe refused the reimbursement).

Secretary-Treasurer: Travel budget is reduced by \$250.

Program Committee: Travel budget for chair is increased by \$200, and the amount allocated to pay for the title submission service is increased by \$900 due to an increase in the price for service and the additional service of formatting the program book.

Local Arrangement Committee: Travel budget for chair is increased by \$200. The line item for meeting room rental is removed from the proposed budget because I am confident that SEB can meet the food and beverage minimum of \$12,000 and qualify for free meeting space.

Member Awards Committee: Committee budget is increased by \$540 to accommodate the new STEP Early Career Awards (which comes with an award plaque, free meeting registration, and \$500 cash award).

Student Awards Committee: Budget is increased by \$520 to account for an increase in the cost of making award plaques, and the new presentation competition in Extension, Outreach and Education category.

The proposed incomes are reduced by \$10,950 by reducing the amounts withdrawn from the Money Market, and due to a reduction in interests earned in the Money market account.

The proposed budget for 2017-2018 achieves a balance of incomes and expenses.

Discussion:

Sial: AV equipment budgeted at \$3000. Is that enough?

Chong: No. We can increase that to \$10,000.

Sparks: Take out host state breakfast.

Schowalter: Would we take more money out of Money Market to balance the budget?

Chong: No, we can increase the anticipated amount of sponsorship to better reflect what we typically get (\$13-16k).

Tom Schowalter moved to accept the proposed budget with the modifications discussed above; motion seconded by Ash Sial. The proposed budget is approved unanimously by voice vote.

12. Comments from President-Elect – Steve Lapointe

Approval of Nominating Committee (all members)

Alvin Simmons, *Chair*, SC, Government

Xavier Martini, FL, State

Catharine Mannion, FL, State

Margaret Allen, Government

Joe Eger, FL, Industry

Rebecca Willis, BASF, Industry

Announcement of 2018 Committee Chairs

Program Committee, Jawwad Qureshi, FL

Membership Committee, Lina Bernaola, LA

Member Awards Committee, David Buntin, GA

Archives Committee, Jim Harper, NC

Resolution Committee, Jason Schmidt, GA

Student Awards Committee, Mohamed Alburaki, TN

Local Arrangements Committee, Rob Meagher, FL

Student Affairs Committee, Casey Parker, FL

Public Relations Committee, Adam Dale, FL

Audit Committee, Mark Abney, GA

Meeting Location and Time Committee – Alabama (2019), David Held, AL

Meeting Location and Time Committee – Georgia (2020), Brett Blaauw, GA

Board Certification Committee, Dennis Ring, LA

Education Committee, Eric Butler, NC

Linnaean Games Committee, Mike Williams, AL
ad hoc By-Laws and Constitution Committee, Jeremy Greene, SC

Discussion:

Steve Lapointe made the motion to accept the proposed Nominating Committee and committee chairs, which was seconded by Tim Schowalter. The proposed Nominating Committee and committee chairs approved unanimously by voice vote.

13. Other Business

ad hoc By-Laws and Constitution Committee

Jeremy Greene could not attend the meeting. David Riley presented the committee report as below:

The Committee is chaired by Jeremy Greene (SC), with Philip Roberts (GA) and Mike Williams (AL) as members.

A committee was formed (22 June 2016) to review and act on a proposed list of constitutional and by-law amendments made by ESA headquarters. The committee reviewed the proposed changes and made some recommendations regarding the suggestions (September 2016). The Executive Committee approved the proposed amendments (4 November 2016) to be forwarded to the membership, the proposed amendments have been made available to the membership, and the proposed amendments will be discussed at the final business meeting.

The proposed amendments are detailed at:

http://www.entsoc.org/sites/default/files/files/2016_SEB_Proposed_Amendments.pdf

14. Adjourn

David Riley adjourned the meeting at 4:03 pm.

Respectfully submitted,
Juang-Horng "JC" Chong
Secretary-Treasurer, SEB-ESA

Appendix A

Attendees of the Executive Committee Meeting

91st Annual Meeting of SEB-ESA

Date: 12 March 2017

Venue: Natchez Room, Sheraton Memphis Downtown Hotel, Memphis, TN

	Name		Name
1	JC Chong	16	Alvin Simmons
2	Nancy C. Hince	17	Susan Weller
3	Stormy Sparks	18	Ash Sial
4	Scott Stewart	19	
5	Michael L. Williams	20	
6	DAVID JENKINS	21	
7	Jason Oliver	22	
8	Steve Lapointe	23	
9	David Riley	24	
10	Emma Weeks.	25	
11	David Gammel	26	
12	Dennis Ring	27	
13	Casey Parker	28	
14	Whitney Crow	29	
15	Jim Schwalter	30	

Appendix B

Expenses associated with the 2016 SEB Meeting in Raleigh, NC

Meeting Cash Flow:

Income (excluding transfers and interests)	65,194.35
Expenses	81,483.73
Gain/Loss	-16,289.38

		Actual		Approved	
		Itemized	Total	Itemized	Total
INCOME					
Sponsorship	Sponsorships	13,450.00		10000	
Registration	Meeting Registration	41,035.00		26000	
	Registration (S-1055 Soybean IPM)	1,750.00	56,235.00	0	36000
Funds from ESA	Gast and Hays Awards	850.00		800	
	ESA Program Enhancement Funds	4,531.00		4500	
	Linnaean team travel matching from ESA	2,000.00	7,381.00	0	5300
Other Miscellaneous	Transfer (from Reserve)	0.00		6140	
	Interests	85.07		400	
	Volunteered payment from NCSU ^a	188.28		0	
	Unclaimed comped rooms	1,305.00	1,578.35	0	6540
Total Income		65,194.35		47840	
EXPENSES					
President	Travel	0		0	
	Miscellaneous	0	0	50	50
Secretary-Treasurer	Office supplies/printing	88.46		100	
	Shipping costs (supplies, plaques, etc.)	52.45		200	
	Travel	517.42		650	
	Plaques for officers and chairs	178.74		220	
	Miscellaneous (on-site expenses)	0.00	837.07	200	1370
Program	Confex (title submission system)	1,400.00		1300	
	Program printing	2,855.30		1800	
	Travel for Program Chair	200.00		200	
	Travel for ESA President	0.00		1000	
	Travel for Invited Speaker	0.00		750	
	On-site expenses	0.00	4,455.30	0	5050
Archives	Archives (NCSU Libraries)	50.00	50.00	50	50
Student Affairs	Linnaean Game Teams Travel (NCSU & UGA)	4,000.00		2000	
	Linnaean Game and Photo Salon supplies	112.57		150	
	Linnaean Game award plaques + shipping	0.00	4,112.57	100	2250

Appendix B (continues)

Expenses associated with the 2016 SEB Meeting in Raleigh, NC

EXPENSES		Actual		Approved	
		Itemized	Total	Itemized	Total
Student Awards	Kirby Hays Award	200.00		200	
	John Comstock Award	200.00		200	
	Robert Gast Award (1st place PhD oral)	600.00		600	
	Ph.D. Oral (runner up)	400.00		300	
	SEB Student Award (1st place MS oral)	600.00		600	
	M.S. Oral (runner up)	300.00		300	
	Ph.D. Poster (1st place)	200.00		600	
	Ph.D. Poster (runner up)	100.00		300	
	M.S. Poster (1st place)	200.00		600	
	M.S. Poster (runner up)	100.00		300	
	B.S. Oral (1st place)	200.00		200	
	B.S. Poster (1st place)	200.00		200	
	Award plaques	473.04		320	
	Miscellaneous	0.00	3,773.04	100	4820
	Member Awards	Award plaques	118.26	118.26	320
Local Arrangements	Associates' Program	0.00		500	
	Student volunteers (\$25 x 15)	375.00		400	
	Breaks	18,866.01		8500	
	SAC/NCAC Dept Head Meeting coffee	190.51		0	
	Soybean Working Group break and lunch	1,719.93		0	
	Monday Breakfast	13,494.99		3000	
	Lunch and Learn	1,653.75		0	
	Monday Reception Venue Rental	1,530.00		0	
	Monday Reception	8,250.80		8500	
	Tuesday Luncheon	10,187.52		10000	
	AV	12,243.98		3000	
	Travel for Chair	0.00		200	
	Poster board rental	0.00		0	
	Golf & Run	0.00		0	
Miscellaneous	0.00	68,137.49	1000	35100	
Total Expenses			81,483.73		47640

^aTo support the expenses of SAC/NCAC Dept Head meeting

Appendix C
SEB Financial Summary

Checking Account (XX-XXXX-2929), 1 February 2016 to 31 January 2017

Beginning Balance	91,808.06
Total Income	79,427.28
Total Expenses	98,801.46
Transfer (to Money Market)	60,000.00
Transfer (from Money Market)	65,000.00
Transfer (to Branch/Section Fund)	60,000.00
Ending Balance	17,433.88

INCOME		Itemized	Total
Sponsorship & Registration	Sponsorships (for 2016 meeting)	10200.00	
	Registration (for 2016 meeting)	41035.00	
	Sponsorships (for 2017 meeting)	9300.00	
	Registration (for 2017 meeting)	73.00	
	Contribution for ICE mixer (NCSU, UGA, MSU)	9500.00	
	Contribution (NCSU for SAC meeting; S1055)	1938.28	72046.28
Funds from ESA	Gast and Hays Awards	850.00	
	ESA Program Enhancement Funds (2015)	4531.00	
	Matched funding for Linnaean teams	2000.00	7381.00
Total Income			79,427.28

EXPENSES		Itemized	Total
Secretary-Treasurer	Shipment (plaques, etc.)	52.45	
	Printing	79.06	
	Travel	517.42	
	Bank fees	97.25	
	Plaques	178.74	
	Supplies	9.40	934.32
Program	Confex (for 2017)	2,300.00	
	Program printing (for 2016)	2,855.30	
	Travel for committee chair	200.00	5,355.30
Archives	Archives (NCSU Libraries)	50.00	50.00
Student Affairs	Travel for Linnaean Game Teams (UGA & UF)	3,000.00	
	Linnaean Game and PhotoSalon	112.57	3,112.57

Appendix C (continues)
SEB Financial Summary

Checking Account (XX-XXXX-2929), 1 February 2016 to 31 January 2017

EXPENSES		Itemized	Total
Student Awards	Kirby Hays Award	200.00	
	John Comstock Award	200.00	
	Robert Gast Award (1st place PhD oral)	600.00	
	Ph.D. Oral (runner up)	400.00	
	SEB Student Award (1st place MS oral)	600.00	
	M.S. Oral (runner up)	300.00	
	Ph.D. Poster (1st place)	200.00	
	Ph.D. Poster (runner up)	100.00	
	M.S. Poster (1st place)	200.00	
	M.S. Poster (runner up)	100.00	
	B.S. Oral (1st place)	200.00	
	B.S. Poster (1st place)	200.00	
	Award plaques	473.04	3,773.04
Member Awards	Award plaques	118.26	118.26
Local Arrangements	Student volunteers (\$25 x 15)	375.00	
	Hotel bills	57,051.69	
	Venue rental	1,530.00	
	Monday reception catering	8,250.80	67,207.49
Site Selection	Travel	95.31	95.31
ICE Mixer	ICE Mixer	18,155.17	18,155.17
Total Expenses			98,801.46

Appendix C (continues)
SEB Financial Summary

Money Market Account (XX-XXXX-8674), 1 February 2016 to 31 January 2017

Beginning Balance	28,995.16
Total Income	20.36
Total Expenses	0.00
Transfer (from Checking)	60,000.00
Transfer (to Checking)	65,000.00
Ending Balance	24,015.52

INCOME

Interest	Monthly Interests	20.36	20.36
Total Income			20.36

EXPENSES

			0
Total Expenses			0.00

Branch/Section Investment Fund (May - 31 December 2016)

Beginning Balance	60,000.00
Total Income	3,054.58
Total Expenses	0.00
Ending Balance	63,054.58

INCOME

Earnings	Earnings	3054.58	3054.58
Total Income			3,054.58

EXPENSES

			0	0
Total Expenses			0.00	

Appendix D

2017-2018 SEB-ESA BUDGET

(Approved by the Executive Committee on 12 March 2017)

		2016-2017 Approved		2017-2018 Proposed		
		Amount	Total	Changes	Amount	Total
INCOME						
	Meeting Registration	35000			35000	
	ESA Program Enhancement Funds	4500			4500	
	Transfer from Money Market	12095		(-10940) a	1155	
	Interests from Money Market	15		(-10) b	5	
	Gast and Hays Awards	800			800	
	Sponsorship	10000		4000 c	14000	
TOTAL INCOME			62410			55460
EXPENSES						
President	Travel for SEB President	200		(-200) d	0	
	SEB Mixer at ICE	10000		(-10000) e	0	
	Miscellaneous	50	10250		50	50
Secretary-Treasurer	Office supplies/printing	400			400	
	Bank account maintenance fee	100			100	
	Shipping costs (supplies, plaques, etc.)	200			200	
	Travel	650		(-250) f	400	
	Plaques for officers and chairs	220			220	
	Miscellaneous (on-site expenses)	200	1770		200	1520
Program Committee	Travel for Chair(s)	200		200 g	400	
	Travel for ESA President/Exec Dir	1000			1000	
	Travel for Invited Speakers	750			750	
	Confex (paper submission system)	1400		900 h	2300	
	Program printing	2300	5650		2300	6750
Local Arrangements	Travel for Chair(s)	200		200 i	400	
	Student volunteers (\$25 x 16 volunteers)	400			400	
	Mixer	8500			8500	
	Break Refreshments	8500			8500	
	Banquet	10000			10000	
	Monday breakfast	3000		(- 3000) j	0	
	Associates Program	500			500	
	AV equipment	3000		7000 k	10000	
	Meeting room rental	2000		(-2000) l	0	
	Miscellaneous	1000	37100		1000	39300

Appendix D continues
2017-2018 SEB-ESA BUDGET

		2016-2017 Approved		2017-2018 Proposed		
		Amount	Total	Changes	Amount	Total
EXPENSES						
Student Affairs	Linnaean Team Travel to ESA Meeting	2000			2000	
	Linnaean Game Supplies + Shipping	100			100	
	Linnaean Games Award Plaques/gifts	100			100	
	Photo Salon Award Plaques	50	2250		50	2250
Site Selection	Travel	200	200		200	200
Archives Committee	Maintenance of archives (NCSU Library)	50	50		50	50
Member Awards	Award plaques	320		40 m	360	
	Award for Excellence in Early Career (cash)	-	320	500 n	500	860
Student Awards	Kirby L. Hays Memorial Award	200			200	
	John Henry Comstock Award	200			200	
	Gast Award (Ph.D. Oral; 3 x \$200)	600			600	
	Oral - Second Place (Ph.D. student; 3 x \$100)	300			300	
	SE Branch Award (M.S. Oral; 3 x \$200)	600			600	
	Oral - Second Place (M.S. student; 3 x \$100)	300			300	
	Oral - First Place (Undergraduate; 1 x \$200)	200			200	
	Oral - Extension, Outreach, & Teaching (1x \$200)	0		200 p	200	
	Display - First Place (Ph.D. student; 3 x \$200)	600			600	
	Display - Second Place (Ph.D. student; 3 x \$100)	300			300	
	Display - First Place (M.S. student; 3 x \$200)	600			600	
	Display - Second Place (M.S. student; 3 x \$100)	300			300	
	Display - First Place (Undergraduate; 1 x \$200)	200			200	
	Award Plaques	320		320 q	640	
	Micellaneous	100	4820		100	5340
TOTAL EXPENSES			62410			55,460

OVERVIEW	2016-2017	2017-2018
INCOME	62410	55460
EXPENSES	62410	55460
DIFFERENCE	0	0

Appendix D continues
2017-2018 SEB-ESA BUDGET

Proposed Changes:

- a. Reduced to account for reduction in projected expenses.
- b. Reduced based on actual interest income in the later half of 2016; account maintained at a small balance.
- c. Increased to better reflect the actual amount of sponsorship received in the past 5 years.
- d. President-Elect Lapointe opted not to accept the travel fund.
- e. Removed; one-time line item.
- f. Reduced, to offset increases in travel funds allocated to Local Arrangement and Program Committee Chairs.
- g. Increased.
- h. Increased based on fees for full abstract submission and program book preparation for 2017 meeting.
- i. Increased.
- j. Line item eliminated based on Executive Committee recommendation.
- k. Amount increased based on actual expenses in the past 5 years.
- l. Removed line item; room rental contingent upon meeting F&B minimum of \$12,000.
- m. Increased to account for STEP award plaque.
- n. New line item: Cash award for a new STEP award.
- p. New line item - a new student competition category.
- q. Increased cost of plaque printing and plaque for a new extension award category.