**Florida Entomological Society**

**Executive Board Meeting**

**St. Augustine, FL**

**Call to Order** – President Rui-De Xue call the meeting to order at 10:00 AM, March 19, 2018

**Attendance**: Rui-De Xue, Phil Stansly, Heather McAuslane, Teresa Duchene, Jawwad Qureshi, Nancy Epsky, Scott Ferguson, Richard Mankin, Blair Siegfried, Christopher Bibbs

Dr. Stansly made a motion to approve the minutes from the previous executive board meeting (July 16, 2017); seconded by Dr. McAuslane. Motion passed unanimously by voice vote.

**Committee Reports:**

i) Business Manager report by Mrs. Duchene. As of the end of 2017, FES had $149,820.90 in assets. The 2017 joint Caribbean meeting in Puerto Rico was expensed at $9,658.63 (7% of assets). The 2017 FES expenses were higher than typical for meetings, which was due largely in part to the increased costs and reduced income from hosting the meeting in the Caribbean.

Industry donations were low from the preceding year. Dr. Ferguson and Stansly will query industry partners for their intended involvement for the 2018 meeting. To incentivize donation, Dr. McAuslane suggested recognizing industry donations with certified levels: $1,000+ for Gold, $500+ for Silver, and $250+ for Bronze. Their donations can be part of the in-meeting recognition and visibility for the company. In addition, it may be beneficial to include a 10-15 min address from a donor at meetings with the intent of increasing donor visibility. There was consensus that a sponsorship sub-committee would form to address these items.

Steps have been taken to mitigate the costs. Membership dues were previously voted for increase. For 2018, the FES meeting will be centrally located in St. Augustine, FL to promote accessibility and attendance. Teresa suggested an increase in conference registration fees to reduce incoming expenses. The proposal increases pre-meeting registration by $20, on-site registration by $20, and student registration by $5. Dr. Stansly suggested a compromise of a $15 increase for pre-meeting registrants to incentivize early bird commitment.

Dr. McAuslane made a motion to approve the compromise fee schedule; seconded by Dr. Xue. Motion passed unanimously by voice vote, raising the pre-meeting registration, on-site registration, and student registration charges to $200, $220, and $50, respectively.

All other financial arrangements for the 2018 FES meeting are on schedule.

ii) Financial committee report by Dr. Ferguson. In reconciling the 2017 expenses, all balances, checks, and income statements have been verified. No large cash withdrawals were evident, and all other details are in agreement with Mrs. Duchene’s report. Dr. Ferguson will submit his analysis to the board members after they adjourn.

Dr. Ferguson suggested moving the first executive board meeting of the year to early January or late April to avoid tax season conflicts. Mrs. Duchene echoed that early January may be best.

iii) Publication committee report. Dr. John Capinera was absent, but appended his report for the board. In brief,

* Dr. James Cilek has replaced Dr. Jim Nation;
* Dr. Ian Stocks is overcommitted and resigns from his post as editor, requiring that we now need a replacement taxonomy/systematics expert;
* Mrs. Pam Howell has replaced Mrs. Verena Lietze as copyeditor;
* The first two 2018 FES issues have totaled 500 pages, however the submissions are currently down
* The board awarded stipend benefits to editors, but a protocol and notification scheme (including the option to decline the stipend) have been requested from the business manager

iv) Membership committee report by Dr. Siegfried. Potential members are being targeted with advertisements.

Faculty in Florida institutions are being solicited for membership. Dr. McAuslane has been reciprocating efforts with the student body of multiple Florida institutions, but there has been no replies at this time.

v) Public relations and outreach committee report by Dr. Siegfried. The upcoming 2018 FES meeting has been advertised, particularly the social events hosted by the society.

Dr. McAuslane added that it would be good to emphasize what the member-base receives in spite of the rate increases. Particularly the Sunday Reception at FES, the travel reimbursements, and any other potential incentives that grow with the society finances.

vi) Nomination committee report by Dr. Stansly. The executive board needs one member-at-large and one student representative. Scott Croxton and a member of Ft. Pierce USDA are potential running candidates. Cory Penca is a potential student representative.

vii) Awards committee report by Dr. Qureshi. Requests for nomination to FES awards have been posted.

viii) Student activity committee report by Dr. McAuslane. There was no interest in 3-minute lightning talks. There was interest in a poster competition. There was greatest interest in a student accessible social event. A student poster competition can be jointly held with a society bar and drinks social if donor support can be secured.

Funds for the student paper competition, student poster competition, and travel assistance will be allocated under the advisement of Dr. McAuslane, Dan Hahn, and William (Bill) Kern.

ix) Local committee report by Dr. Xue. The best potential venues for local field trips are to the Guana Tolomato Matanzas National Estuarine Research Reserve [GTM NERR] (a potentially self-guided location) or the St. Augustine Alligator Farm, an ecotourism hot spot.

These field trips could be organized for $20-$25 per person, covering the cost of admission to the Alligator Farm for two hours. Dr. Xue will investigate possible group and institution discounts.

**Annual Meeting:**

Program planning by Dr. McAuslane. An “Integrated Pest Management of Invasive Pest Species” symposium was submitted by Muhammad Haseeb with a potential roster of fifteen speakers. Erik Rohrig and Greg Hodges with FDACS-DPI independently submitted a request for an invasion biology symposium. It was suggested by the board that Rohrig/Hodges be solicited to incorporate USDA and target a regulatory, invasion pathway, and eradication scope to expand the previously submitted ideas.

Dr. Xue has organized a symposia on vectors of public health importance, which will include USDA, CDC, and military.

Dr. McAuslane suggested incorporating or having a separate symposium for plant vector biology. This could include plant-pest SIT, but may fit better in the invasive species symposia. This plant vector biology symposia can be a contingency in the event other symposia are redacted.

Dr. Ferguson is organizing an industry symposium and is committed to supplying a roster of speakers.

Dr. Phil Koehler has expressed interest in organizing an urban pest symposium. This symposium has potential speakers. Dr. Xue will follow up with Dr. Koehler to confirm his interest.

Dr. Siegfried expressed interest in resurrecting the behavioral ecology symposium of previous meetings. He will follow up with potential speakers and submit a potential roster.

Tentatively, the potential events can be allocated to:

Sunday: members arrive and register; FES mixer; FES board meeting; poster hall is open to members for displaying submissions

Monday (morning): Welcoming remarks, presidential address, and an address by a locally relevant representative (Dr. Xue will follow up with the mayor of St. Augustine for potential involvement); Pioneer speaker session; two sessions for submitted papers

Monday (afternoon): Student M.Sc. and Ph.D. paper competition

Tuesday (morning): Invasion biology and regulation symposium; Industry symposium

Tuesday (afternoon): IPM of Invasive Pests symposium; Vectors of public health importance symposium

Wednesday (morning): Urban pest symposium; Behavioral ecology symposium; Awards luncheon from 11:30am-1:00pm

Wednesday (afternoon): Field trip to St. Augustine Alligator Farm; self-guided trip to GTM NERR; self-guided trip to St. Augustine beach

**Close of Business** – Motion to adjourn the meeting made by Dr. Xue; seconded by Bibbs. Motion passed unanimously and members agreed to visit the World Golf Village Venue.

Adjourn 11:42 AM