

SIVB BOARD OF DIRECTORS MEETING (FINAL)
Embassy Suites North Charleston
Friday, June 5, 2009
Saturday, June 6, 2009, in the Ideation Room

- 1.0 INTRODUCTION: T. Jones The meeting was called to order by Todd Jones at 6:37 PM. Board members participating were: Barbara Doonan, Dwight Tomes, John Finer, Mark Jordan, Paul Price, Barbara Reed, Liz Roemer, Guido Caputo for (for Guy Smagghe), Bill Smith, and Pamela Weathers. Guests Marietta Ellis and Michele Schultz also participated. Not present at the start of the Friday meeting: Dan Brown, David Songstad
- 1.1 Adoption of Minutes: Minutes from the February 28, 2009 Board meeting via telephone conference call were prepared by John Finer and distributed to the Board on March 7. Corrections were communicated by Paul Price, Barbara Doonan and Todd Jones to John and incorporated into the final minutes. John asked if there were any additional changes. **John Finer moved and Pam Weathers seconded that the February minutes be adopted as amended. MOTION PASSED**
- 1.2 Adoption of Agenda: T. Jones: Todd asked if any additional information should be include in the minutes. **Liz Roemer moved and Barbara Reed seconded that the agenda be adopted. MOTION PASSED**
- 1.3 Outstanding Action Items from Last meeting: J. Finer
1. Marietta will follow up with an update on the status of hotel rooms - **Done.**
 2. Marietta should change the order of presentation so that the Keynote speaker presents first, followed by award presentation with limited time for each. She needs to inform the section leaders that they can provide additional time for the lifetime achievement award recipients during section meetings - **Done.**
 3. Marietta needs to inform Lisa Lee of Bylaws committee and awards committee of these motions. (fellow and lifetime achievement award changes) - **Will be discussed here.**
 4. Todd Jones will follow with sending more detailed information about the IAPB meeting in St. Louis to the Board - **Done and discuss additionally here.**
 5. Marietta should come up with some criteria/guidelines for SIVB student application for the registration fellowship awards for the student registration for IAPB - **Done and in packet.**
 6. Marietta will inquire about reduced registration for a possible IVACS reduced program - **will discuss here.**
 7. Marietta will generate a list of committees that we need to present to IAPB - **will discuss here**
 8. Marietta will inquire further about room and time availability for committee meetings and socials - **will discuss here**
 9. Pam Weathers will develop a short series of questions to poll the membership about journal access – **Done.**
 10. Michelle Schultz will find the Springer contract for In Vitro and provide it to Barbara, Dwight and Todd – **Done.**
 11. Dwight will assemble verbiage on publication ethics to include in the instructions to authors for In Vitro - **will discuss here**
 12. Paul Price will check with the IVACS membership to look for an alternate representative that is needed as a society representative - **done – Paul reports that Gene Elmore is the alternate representative.**

13. Paul Price will form nomination committee in April - **Done**
14. Liz Roemer will follow up to find out if there will be a new contact person at Corning for the webinar program - **Done but still not completely resolved – Paul Price has some follow up – a representative from Corning is attending SIVB meeting and will continue to resolve.**

2.0 TREASURER'S REPORT: Barbara Doonan reports that everything is looking good. Barbara asked that Marietta Ellis explain specifics. Marietta reported that there has been an effort to export information from our new database to the Peachtree accounting system. She is working to get up to speed on the new system; transferring funds from Paypal to Peachtree. Paypal deposits are in real time, as payments are received; Marietta does a Paypal to Peachtree transfer every 2 weeks. Her next goal is to export directly into Peachtree. Marietta is learning and developing new methods as she gains experience with the new database. Todd Jones asked if there was any negative feedback. Marietta says that there is, due to transparency of the system. Barbara Doonan had some concern that we cannot have the IAPB meeting be detrimental to the society. Marietta reported that there are real concerns about how funds will be recouped from IAPB for the meeting. Membership and royalties from journals are solid and predictable but we need to get a clear picture of how we will be compensated for registration from our members. Timing of transfer of funds from IAPB is the concern. Some funding verbiage is specified in the MUA but it is dependant on the overall success of the meeting. Todd Jones reported that many of the sessions/speakers were actually suggested by SIVB personnel. More on this discussion later, when we discuss the IAPB meeting

Barbara Reed asked about the frequency of auditing. Marietta Ellis specified that the board could ask for an audit or review, or a new treasurer could call for one. But, we are not obligated to conduct an audit every year.

2.1 Year End Finances: B. Doonan

2.2 April Financial Statements: B. Doonan

2.3 SIVB Foundation Update: Bill Smith reported that there has been little activity on establishment of a foundation, which can be used by potential donors. There is consideration for forming an endowment instead of a foundation as a better way to handle contributions. Bill reported that this committee was formed by Todd as an *ad hoc* committee including Todd Jones, Dave Altman, Bill Smith, John Harbell, Richard Heller and Paul Price. Bill will meet with the long range planning committee on Monday. He will have more information at that time.

3.0 COMMITTEE REPORTS

3.1 Membership: J Finer

3.11 Emeritus Ratification: J. Finer. Marietta reported that no emeritus memberships were requested; there were 3 deceased members, 2 in 2008, 1 in 2009.

Page 4 of yellow sheets contains membership information. Also, Marietta reports that we need to push membership renewals early as we will not be able to include it, as part of the registration for the IAPB meeting. She had some success with the \$100 coupon

(as a membership discount); received 2 users who are coming to the meeting. Also sent out a survey to new members and she is collecting information from that survey.

Currently, there are a total of 428 members – last year at year end, we had 645. So, we need to work to improve memberships. Membership renewals are spread throughout the year with peaks in October-April. John pointed out that the incentives are useful and appreciates what Marietta has done but he felt that the membership will be based on the quality of the IVP journal and the SIVB meetings. **Action item: John Finer needs to really push membership at IAPB meetings – table is set up but we need to come up with more of a plan.**

3.2 Nominating

3.21 2010 – 2012 Election Update: P. Price reported that Michael Dane, Michael Fay, Michael Kane, Cynthia Goodman, Greg Phillips, are on the Nominations Committee with the following nominations in place:

SIVB

President: Mike Horn and David Songstad

Vice President: Michael Spencer and John Harbell

Secretary: John Finer and Kan Wang

Treasurer: Barbara Doonan

Publications: Barbara Reed

Member at large: Wayne Parrott, John Bushoven, Carol Stiff

Member at large: Michael Fay, Lucy Lee

Public Policy Chair: Pamela Weathers, Michael Dame

Constitution and By-Laws: Linda Jacobsen, Guido Caputo

Awards: Maud Hinchee, Amy Wright, Sylvia Mitchell

Education Chair: Scott Stewart, Margaret Young

Plant Biotechnology Section

Chair: [Peggy Ozias-Akins], John Bushoven, Fredy Altpeter

Vice Chair: [Valerie Pence], Jeff Adelberg

Secretary: Sylvia Mitchell, Phil Kauth

IVACS

Chair: Michael Fay, Guy Smagghe

Vice Chair Membership: Jacqueline Jordan, Yvonne Reid

Vice Chair Meeting: Brad Upham

Secretary: James Grasela, Lia Campbell

Nominations need to be complete by September

Dan Brown joins the meeting 7:23 PM.

4.0 PUBLICATIONS UPDATE:

4.1 Publication Update: Barbara Reed reports to carefully read though pages 2-4 of the contract pages for information and report to her any concerns.

Dwight reports that there will be a special issue on In Vitro Plant on Biofuels with 14 review articles. The intent is to convert this into a book. Some problems were relayed with timely author submissions, and printing delays which is the weak link in publications. Dwight reports that the target page number is 100 pages per issue and will have 180 in the biofuels issue. Impact ratings will probably not change this year as opposed to last year. He believes that a larger issue with the Biofuels theme will help. The Conservation Biology Network may also want to contribute to a thematic invited IVP review. Few submissions from North America; most come from China and India.

Barbara Reed reports that the IV-Animal submissions is picking up. Michele reports that the submissions to IV-Animal are from all over the world with a special issue on stem cells to be completed soon.

4.1.1: Springer Report:

Springer Action Item: Barbara Reed needs to come up with someone to take the lead on a special plant tissue culture protocols book

Marietta reported than an e-mail was received this AM that the animal cover is on the abstract issue, and they will provide a properly covered abstract issue before the end of this meeting.

Springer Report, Michele Schultz reports that the publishers report was not sent on time. The IV-P report that was received today was distributed to the Board at this meeting. Although it was provided late, IV-Animal report was not provided and could not be distributed. In addition, she reports that the Springer Report for IV-P was not very accurate. We have received royalty money from Springer in a timely manner. Cell line authentication information will be included in IV-Animal soon.

Questions on how The 2010 IAPB meeting abstracts will be handled.

5.0 ADJOURNMENT Adjournment at 7:47 PM

Saturday, June 6

The meeting was called to order by Todd Jones at 8:09 AM. Board members participating were: Dan Brown, Barbara Doonan, Dwight Tomes, John Finer, Mark Jordan, Paul Price, Barbara Reed, Liz Roemer, Guido Caputofor (for Guy Smaghe), Bill Smith, David Songstad and Pamela Weathers. Guests Marietta Ellis and Michele Schultz also participated. Also participating were Peggy Ozias-Akins, Dennis Laska, Philip Kauth

6.0 2009 MEETING UPDATE:

Dave Songstad commented that he appreciated all the help that he has received for the planning of the meeting; Constant e-mail communication was very helpful. Keynote speaker; Russ Miller (ORNL), Dept of Energy, will present on Biofuels. Cancellation in Fredy's program was filled by Steven Hughes. Karen Bird, presenting on Bioengineering is a presidential award winner for one of the IVACS talks

6.1 Meeting Statistics. Marietta Ellis reports 257 abstracts, up from the 250 last year – an increase for this year. For 2009, there are 196 paid registrations, last year 186. This year, 64 speakers, 56 students. Need to reach 65 students for the NSF grant. Liz Roemer

commented that many of the students will register late so this student number should be obtained. There were 335 total registrants with more expected; for last year, there were 340. Liz also pointed out that there were more paid registrations this year by 10. Only 9 exhibitors – it would have been nice to have a few more. Special events – Magnolia plantation, 78 registered, room for 108. This may also increase as the meeting move forward.

Philip Kauth, chair from the Student section reported on the following student activities: Sunday night workshop, luncheon on Monday, breakfast on Tuesday. Speaker on networking, career counseling for the Student section. Monday for luncheon, Dave Ellis will talk about USDA careers.

Marietta Ellis has dealt with this hotel previously and wanted to make certain that the areas that we are meeting with are properly maintained, including meeting rooms and bathrooms. Rapid response is necessary. Membership needs to inform Marietta if there are any problems so that issues can be resolved quickly. There were 705 rooms needed to be filled and 753 rooms were actually filled. We met the minimum. Participants need to take advantage of the free breakfast that the hotel offers. Food will not be provided for many of the committee meeting. Dennis Laska commented that \$18K is really an economically minimal expenditure for meal fees for this meeting. Marietta reported that the original corkage fee was \$4.50; but she worked to reduce it to \$2.50. Wine corkage fee is 3.75 per glass. Silent auction items are very helpful. Marietta also reported that she purchased a LCD projector as rental cost was so high through the convention. Meeting is at the convention center – close to the coliseum area. Every hour on the hour, van leaves from hotel to go downtown. \$5 each way.

6.2 Fundraising: Dwight Tomes reported that we did well this year. Michael Spencer was able to generate \$112,000. For one lifetime achievement award, this award was supplemented so that the society did not have to pay much. John Harbell did a good job as well for IVACS. Dwight reported that we maintain key contacts within the company. Michael Spencer took the lead and was successful with \$32K from NSF, which was submitted via UGa with Wayne Parrott and Peggy Ozias Akins as the lead PIs. Need to pursue again next year with emphasis on student attendance. **Action item: Peggy suggested that personnel that are associated with this NSF grant get together to go over items that need to be reported to NSF, Peggy and Todd will take the lead on this.** reports attempts to submit a proposal to FDA but this effort was not completed. **Action Item: Liz Roemer will continue to pursue FDA grant for following years.**

7.0 SECTION UPDATES

7.1 In Vitro Animal Cell Sciences Section Update: Dennis Laska reported that the merging of the IVACS sections has been a good step forward. IVACS membership continues to drop by 8-12% per year. Fundraising was good. Activity fund is as large as it has been, in a while. Trying to ask speakers to the meeting that do not have a large distance to travel. Pages per issue and articles have increased. The biggest concern is about the IAPB meeting, communication could be a little better to keep IVACS informed of the planning. Liz Roemer reinforced Dennis' comments that the IVACS has been able to recruit new people with new energy into the group.

7.2 Plant Biotechnology Section Update: Peggy Ozias-Akins commented that Michael Spencer has done a great job with fundraising and that Fredy Altpeter has done a good job with the program. There is an MOU with IVACS to address concerns about how speakers are treated from joint section. Peggy had concerns about dropping membership, and how the Plant section will organize with the IAPB meeting. Additional questions on how fundraising can be successfully completed by both SIVB and IAPB to minimize overlap in requests. For the 2009 Charleston meetings, oral student and oral post-doc competitions have been initiated in place of interactive poster session.

8.0 MEETING UPDATES:

8.1 2010 Meeting Update: Todd Jones reports that this will be a joint meeting between SIVB and IAPB – decision was made to merge a couple of years ago. MUA is in place but there is not much detail. Registration will allow ID of association with SIVB and/or IAPB and then registration \$ will be distributed. Distribution numbers were not clear. Marietta Ellis reports that Roger Beachy has a clear idea of how he wants to run the meeting, and who will be presenting. She is concerned that the SIVB needs to have more input. Todd Jones responded that the program committee consists of personnel at the Danforth Center and University of Missouri and Todd. Todd Jones is the sole SIVB representative. Michael Spenser and Cynthia Goodman were asked by Todd to provide session information for the IAPB meeting. It is unclear how this information was handled Todd Jones brought tentative program to share with the board. **Action Item: Marietta will make copies of the tentative program of the IAPB for distribution.** IAPB meeting will take place Monday June 7-11, 2010, ending at noon. Monday, Global climate change. Tuesday, Systems Biology, Wednesday, Renewables, (including biofortification), Thursday, Epigenetic control of gene expression, Friday, sustainable agriculture and food security. Paul Price asked about the idea of a reduced rate for IVACS which Marietta and Todd reported was not acceptable to IAPB. Paul Price suggested that a reduced date meeting for IVACS could be Wed-Friday. Plenaries in the AM, breakout sessions in the PM. Registration includes most meals. One room at the convention center has been set aside for SIVB use. This room is for presentations and committee meetings. **Action item; Marietta needs feedback to decide when SIVB committee meetings will take place at 2010, to plan for 2011 meeting.** Marietta may have to book space at another hotel to provide additional space for committee meetings. Liz asked about hotel space. Marietta reported that there will be 5 hotels holding rooms for IAPB with flagship hotels at the Hyatt and Renaissance. Liz suggested that **Action Item: Todd and Marietta will need to negotiate with Roger Beachy for a presidential suite for small committee meetings.** Need session meetings. Paul Price asked about suggestions for some of the speakers for sessions, with a specific suggestion for Zinc finger speaker from Sigma. Todd suggested that anyone that has suggestions for speakers to pass them onto him. Barbara Reed via communications with Todd Jones has placed a micropropagation session on the program for IAPB.

Peggy asked about student registration. Marietta reports on the purple copy – hard copy registration form. Liz asked if we can put the logo on the top – apparently, we cannot. **Action item. Todd and Marietta need to start a list of items that need to be presented to IAPB that need to be resolved; registration needs to be specified as far as split. Marietta needs to present a list of members to Roger so that the split is clear.**

Student travel fellowships, long discussion on how to award and how this will be handled **Mark Jordan motioned and Barbara Reed seconded, that Todd Jones form an ad hoc committee consisting of the representatives of the current education, student and student awards committees to come up with a plan and criteria for how student fellowships will be awarded for the 2010 meeting. MOTION PASSED.** Recommendation needs to be rapid, well before the August 1 deadline. Committee formed and will move quickly. Bill asked how to move forward to acquire \$30K. **Action Item: Dwight Tomes needs to pursue dollars as IAPB will look for money to reimburse for student fellowships.**

Action item: Marietta will have SIVB stickers or acknowledgment on member's badges at the IAPB meetings.

Todd suggested that we need to make sure that this IAPB meeting is successful as this reflects on SIVB.

Action item: Dwight will have extra issues of journal at the meeting.

Dennis Laska asked who is involved in the final finance breakdown of funds distribution from the 2010 meeting. Todd Jones and Marietta Ellis need to be involved – it is critical. **Action Item; Todd will ask Mike Horn for access to IAPB information.**

Philip Kauth brought forward a proposal to stabilize the student committee, which he is chairing. One option is to establish a stand-alone committee which will require a change in the By-Laws. This committee will have a formal advisor who will be nominated and elected from the non-student SIVB membership. A second option is to make the Student Committee as an official permanent sub-committee of the education committee. Liz suggested that the stand-alone committee may be the best way to proceed: **Liz Roemer moved and Pam Weathers seconded, that the first option be forwarded for consideration to the Constitution and By-Laws Committee and, additionally that a current Member-at-Large be appointed to serve as the advisor to this committee. MOTION PASSED.**

Action item: Liz Roemer will go to the Constitution and By-Laws Committee to make sure that the idea of a stand-alone permanent student committee with a current Member-at-Large be appointed to serve as the advisor moves forward.

Philip provided some suggestions for improving graduate student use of the website. **Action item: Liz will have the students come up with a plan for improving the website for students, with specific designed pages that can be easily loaded to the SIVB website.**

Philip recommended that the journal recognize student contributions to the journal. Pam had some concerns of a double standard for student versus regular submissions. Bill Smith suggested that we encourage student contributions but not make an additional competition.

Liz Roemer moved, and Pam Weathers seconded, that we accept proposal from Philip Kauth for a honorarium for speakers for the student workshop without the suggested limit (\$150) and the students are responsible raise the funds. MOTION PASSED

8.2 2011 Meeting update: Marietta Ellis does not yet have an update. SIVB has been looking at Raleigh and Providence, Marietta will have something at the next board phone meeting. She will communicate updates via e-mail.

Pam Weathers reported that there was a student is on the public policy committee and asked if we need to formalize the involvement of the student. Bill Smith commented that it is not unusual to have students on these committees and this is really a non-issue. Todd Jones also reported that there are no apparent restrictions presented in the By-Laws.

9.0 OTHER BUSINESS: T. Jones

9.1 Annual Reports Approval: T. Jones, Marietta reports that this is number 8 in the booklet. **Pam Weathers motioned and Bill Smith seconded, that we approve the Annual Report. MOTION PASSED**

9.2 SIVB Business Meeting Agenda: Marietta Ellis reminded that everyone needs to give a report at the business meeting. Barbara Doonan requested that Todd take the lead on the treasurer's report as she will not be present. He agreed to do this.

Marietta also wants us to acknowledge student award winners in the booklet

9.3 Assignments and Review of Action Items: J. Finer

Action Items

Ongoing, from previous board meetings (from Nov 15, 2008 Board Meeting)

1. Marietta Ellis will further the "student buddy" program, where a member provides minimal support (\$25) and an association with a specific student is placed on their name tag. **Ongoing, Marietta Ellis is planning on incorporating the "student buddy" program for the 2010 meetings**
2. Marietta will obtain and share more information on registration and timeline for determination of funds and deadlines for 2010 by the Feb Board meeting. **Ongoing**
3. Marietta Ellis will take the lead on collecting information on NC sites for 2011 meetings. Pam Weathers will take the lead on collecting information on the possible Providence site. **Ongoing**
4. Barbara Reed will follow up with Springer to determine if there is an interest in a plant tissue culture handbook. **Barbara Reed reported that there is some interest in a plant tissue culture handbook to be published by Springer. This is ongoing.**
5. Paul Price will contact Dennis to get an update on status of animal tissue culture handbook. **Paul Price reported that this will be discussed at the June meetings in Charleston. Ongoing**
6. Marietta Ellis will have data at the next meeting on what form of publication are received by emeritus members. **Ongoing**
7. Marietta will find the final updated, corrected Operating Principles for SIVB Awards. **Ongoing**

New Action Items from current meeting:

1. John Finer needs to really push membership at IAPB meetings – table is set up but we need to come up with more of a plan.
2. Action Item: Barbara Reed needs to come up with someone to take the lead on a special plant tissue culture protocols book

3. Action item: Peggy suggested that personnel that are associated with this NSF grant get together to go over items that need to be reported to NSF, Peggy and Todd will take the lead on this.
4. Liz Roemer will continue to pursue FDA grant for following years.
5. Marietta will make copies of the tentative program of the IAPB for distribution.
6. Marietta needs feedback to decide when SIVB committee meetings will take place at 2010, to plan for 2011 meeting.
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10. Todd Jones form an *ad hoc* committee consisting of the representatives of the current education, student and student awards committees to come up with a plan and criteria for how student fellowships will be awarded for the 2010 meeting.
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12. Marietta will have SIVB stickers or acknowledgment on member's badges at the IAPB meetings
13. Dwight will have extra issues of journal at the meeting.
14. Todd will ask Mike Horn for access to IAPB information.
15. Liz Roemer will go to the Constitution and By-Laws Committee to make sure that the idea of a stand-alone permanent student committee with a current Member-at-Large be appointed to serve as the advisor moves forward.
16. Liz Roemer will have the students come up with a plan for improving the website for students, with specific designed pages that can be easily loaded to the SIVB website.

10.0 ADJOURNMENT (Depending on Other Business Items that are added to the agenda). **Bill Smith, moves to adjourn, John Finer seconded. MOTION PASSED**