

SIVB BOARD OF DIRECTORS MEETING
Raleigh Marriott City Center
Friday, June 3, 2011 in Private Dining A at Posta Tuscan Grille Restaurant
and Saturday, June 4, 2011 in the Governors Board Room

1.0 INTRODUCTION: W. Smith. The meeting called to order by Bill Smith at 7:01 PM, Bill thanked everyone for making the effort to attend. He also stressed that it may be important to rely on electronic communication as travel becomes more difficult in this economy.

Meeting participating were Bill Smith, Barbara Reed, John Finer, Fredy Altpeter, Pam Weathers, Greg Phillips, Barbara Doonan, Mark Jordan and guest Marietta Wheaton Ellis.

Liz Roemer joined the meeting by phone.

- 1.1 Adoption of Minutes J. Finer: John Finer provided a draft of the February 26 Board meeting minutes to the board on March 1, 2011. He received comments back from a couple of people and provided the modified meeting minutes to Marietta on March 18, 2011 – those are the minutes that are in the packet. Bill asked for any final corrections to be sent to John. **Barbara Reed moved and Pam seconded that the February minutes be adopted MOTION PASSED**
- 1.2 Adoption of Agenda W. Smith: Bill asked for any changes to the agenda. **Liz Roemer moved and Barbara Doonan seconded that the agenda be adopted. MOTION PASSED**
- 1.3 Outstanding Action Items from last meeting J. Finer
 - 1 Publications Committee needs to evaluate our current editorial structure, and give pros and cons for our current structure and for at least two alternatives. They will report within 2 months of their initial evaluation of the time frame needed for the evaluation. **Barbara will have a meeting next week to make decision on this (done).**
 - 2 Marietta and Barbara Doonan will develop a current estimate of overhead expenses associated with publications and communicate it back to the BOD. Ongoing – work to complete before June **(ongoing)**
 - 3 Barbara D. and Marietta will decide what information is needed for the board on temporary and restricted accounts and will follow-up. **(done)**
 - 4 Cindy Goodman is to contact student committee to find out how they can contribute to the Burroughs Wellcome-sponsored student workshop. **(ongoing)**
 - 5 Marietta will organize a phone call with Liz, Margaret and Cindy to discuss plans for this student workshop. **done**
 - 6 Marietta, with the assistance of the local organizing committee, will go back to NC Biotech Center, universities, companies to solicit people to submit late abstracts and attend the meeting. **done**
 - 7 Cindy will contact program chairs to make sure that conveners relay this information (suggesting that invited speakers from industry should cover their costs as a contribution in kind) to the invited speakers. And that speakers that are members do not receive support to attend. **done?**
 - 8 Marietta will provide two lists to the Awards Committee at the June meeting. The first list will be of members who have been part of the Society for 10 years or more to be considered as

- potential Fellow nominees. The second list will be of members who have been with the Society for less than 10 years to be considered as potential Young Scientist nominees. **done**
- 9 Marietta will provide suggestions to the Awards Committee on how we can get students who submit abstracts to also apply for student awards. This item will be placed on the agenda for the Awards Committee to discuss in June. **done**
- 10 From now on, Marietta will submit approved minutes of the meetings to the BOD, sections chair, awards committee, and any committee chairs who are not on the board. **done**
- 11 Dave Songstad (and long range planning and Barbara Reed) will come together with a group of people ad hoc and present information to Publication Committee on how to deal with these issues of book/journal publications. **Done**
- 12 Marietta needs to fast track the selection of the 2012 location. **done**
- 13 Public Policy (Pam Weathers) will draft an ethics statement or document that will be considered for adoption by the BOD. **(ongoing from Pam Weathers, now with Wayne Parrott, he will follow)**

Pam suggested that the action items from previous meetings be placed at the end of the minutes in addition to the new action items.

Cindy Goodman joined the meeting at 7:21 PM

2.0 2011 Meeting update: C. Goodman

2.1 Meeting update: C. Goodman, everything looks good – noting negative to report – there are no holes in the meeting. Cindy wishes that she could actually be here. Program is excellent.

2.2 Meeting Statistics/Meeting Update: M. Ellis

Abstracts numbers are up, in comparison to 2009, based on the budget. 75 abstracts at \$50 and 25 at \$25. Marietta reports that there are 212 paid registrants versus 186 in 2009 at this same point in time. Fredy asked about the plant student abstract numbers. Liz suggested that we not be too concerned about plant versus animal student registrants. Bill suggested that a separation is sometimes useful but this needs to be considered on a case-by-case basis. **Action item: Bill suggested that the sections ask for this information on student abstract affiliation if needed. He will follow-up to have information collected.**

Exhibitors funds have been increased with more because they present workshops to the membership (product theater).

One ad on the back of the program booklet helps with the cost of the program booklet. Special events – still have tickets for Duke Homestead – need to have 75 attendees to not lose money on this. Tour of Mary Ann Smith's lab still has space. Cotton Incorporated workshop has 63 with a 55 passenger bus, so this is full.

A check for \$23,000 for food and beverage and misc was sent to the convention center. \$10,000 to Marriott for expenses here. Upfront payment is a little different from what we have done previously. Marietta says that our leverage is lower as this meeting was paid for upfront.

We made our room pickup number – we are OK with our hotel contract.

Convention center is nice – should be a good meeting. Student events are good. Margaret Young is organizing a workshop for high school educators and the BOD is scheduled to go over and assist. She is hoping for 30 educators for this workshop.

Student committee – student networking lunch on Monday afternoon – career 5-6 on Monday. Student breakfast 7-8. Oral competitions have been successful and Marietta stressed that effort. Student volunteers are nice.

Signage will be at airport, the convention center, Raleigh seems to be happy to have us here.

Marietta stressed that additional attendance is needed for the Duke homestead

All information is on pages 6-7 of the yellow sheets.

79 students – more than normal.

4-5 press passes have been issued.

Action Item: Bill will sit with Marietta about an after-meeting action report to make sure that the success from this year's meeting continues.

2.3 Fundraising: G. Phillips

Marietta put together the green sheet on contributors. Greg reported that the big companies finally contributed. Fredy said that it was important to keep asking for contributions with follow ups. Bill asked about the NSF grant – Marietta needs to talk with Peggy Ozias Akins to make sure that the NSF funds are available. Marietta said that the NSF grant has been awarded but we have not yet received the funds.

Bill asked for additional comments, Pam motioned to adjourn Mark seconded, MOTION PASSED. Meeting adjourned for the evening

Saturday, June 4, 2011 in Governors Board Room, Marriott

W. Smith. The meeting called to order by Bill Smith at 7:58 AM, Bill wanted to wait for Marietta to return before official start. We met and exceeded all budget estimates so far. Bill summarized yesterday's meeting for the new attendees while waiting for Marietta to return.

Meeting participating were Bill Smith, Barbara Reed, John Finer, Fredy Altpeter, Pam Weathers, Greg Phillips, Barbara Doonan, Mark Jordan, Michael Fay, David Songstad, Todd Jones, Lucy Lee and guest Marietta Wheaton Ellis.

Liz Roemer joined the meeting by phone.

Marietta returned at 8:13 AM – ready to go.

3.0 2012/2013 Meeting updates. M. Ellis

3.1 2013 Meeting Update. The 2013 meeting site was already selected and Marietta presented this first.

Providence, Rhode Island has been finalized and contracts are signed with the convention center and Westin Westin will provide free internet and the room rate was reasonable. Westin contract is \$144 with a room rebate.

3.2 2012 World Congress Update. Marietta has contacted SF and Seattle but may have to change the date so that it is not the first or second week of June. She is looking at SF – needs to get moving on this. Embarcadero hotel/area in SF. Fredy suggested that we avoid the first week of June as it conflicts with a forage breeding meeting. The second week of June may be the best to target as Father's day is June 17 and the first week is the forage meeting.

She is also looking at Seattle at the Westin in the downtown. Seattle is the second choice. Anaheim is the distant 3rd. The Marriott is a possibility there. SF is a bit more costly than the other locations. Barbara suggested trying to find a room rate of less than 200.

Action item: Marietta will present a short list of potential hotels to BOD within 2 weeks.

Marietta put a flyer in the registration bag, asking where attendees wanted to go for 2012. Bill asked Fredy if he could chair the world congress and he agreed immediately. We are all thankful. Bill also asked Denry if he would like to participate.

4.0 TREASURER'S REPORT B. Doonan.

- 4.1 Year End Finances: B. Doonan. The first yellow sheet. Barbara commented that, at this moment society is in good shape. Bottom line has grown again. Marietta and Barbara, working with Matt Topper with Smith Barney (Baltimore) has found investments that have paid a nice return. Reported that anything above 0.5% return is good. Minimum risk with short term investments have been working very well. Pink sheets give us the totals for the end of year statements. We are definitely ahead of the game compared to 2009. Yellow sheets show out situation as of the end of April. The "Temporary restriction" means that the donor has imposed restriction – funds have to be spent a certain way.

Bill asked about operating funds, compared to all of the other categories. Marietta commented that the increase in unrestricted funds is primarily from our annual meetings.

- 4.2 April Financial Statements. Barbara Doonan.

- 4.3 IVACS Financial Statements. M. Ellis
General comment that the information is in the packet

- 4.4 PBS Financial Statements. M. Ellis
General comment that the information is in the packet
Fredy Altpeter commented that we are paying the invited speakers more than in 2009 – Mark Jordan replied that we may need to modify that. We need to carefully balance the quality of the speakers and not have a bad meeting as that will damage the reputation of the society and the meeting. We want to hear "That was a great meeting and it is too bad that you missed it". Barbara Doonan commented that we need to get the publicity going for Providence.
In talking with Bob Lawrence, he was impressed that we were so far on the positive side. And if we can keep this going, there continues to be huge potential.
Barbara Doohan, Wayne Parrott, Bill et al all commented: We need to keep looking at the history of the society and keep in mind that things were unstable and our future unknown. People around the table will change but we need to keep conscious and aware of former financial problems and how that could again affect the future of the society.

Michele Schultz joined at 8:51.

5.0 Publications update. B. Reed

Michele commented that the Animal is publishing on time. Plant IAPB issue of IV-P came out late.

John Forester is taking over for Nigel Taylor. Springer contracts are signed.

Post-me program – tweets from Springer free articles that are available.

in March, publications committee met.

5.1 Publications update. B. Reed

63 friends on facebook -

Wayne commented that it is difficult to filter posted questions on the facebook wall. We either see all questions or none.

Bill wanted to give Associate Editor awards, Animal has given some names for AEs.

Plant AE names have not been provided. John Finer will provide a list of a couple of AEs that should receive recognition.

Michele also mentioned the SIVB Springer meeting tomorrow from 9:30-10:30 and encouraged people that were listed to attend.

Long discussion on what Springer requires our members to pay for IV. And how they come to this number, And if JTCA should pay. And if we should modify our membership fee to take these numbers into consideration.

Wayne brings up the electronic linking and advertising.

Break at 9:30 for a few minutes. Back at 9:39

6.0 Board to visit education workshop left at 9:55, returned at 10:45 saw presentation on fruit fly chromosomes.

7.0 Committee Reports

7.1 Membership. M Ellis

Membership numbers have increased as the meeting call for combined membership and registration. Non-members are coming to meeting – folks at NC Biotech center and local people who are not typically members. Hopefully, we can capture these as more permanent members.

blue sheet – regular members –331 last year – are at 311 mark this year. Marietta suggested that we need to get this up to 400.

Yellow sheets 2005 – 643 members – this has declined. Business office will send out membership renewals requests. Michael Fay suggested a courtesy membership to invited speakers, similar to what we do with students. Bill suggested that this will work for some people and not for others. Barbara Reed suggested that we put all invited speakers on the mailing list for general SIVB mailings for a year. Fredy commented that the free membership may not be a way to get them to join – would rather have money for good speakers. Wayne suggested that it may be a question of how we package and present ourselves. Bill summarized that we need to maintain communications open with invited speakers by providing them with society information.

John Finer suggested that the membership committee could be separated from the responsibility of the secretary. Barbara Reed suggested that members-at-large could be default on the membership committee. Michael Fay commented that the animal section has its own membership person. Plant does not appear to have this. **Action item:**

Marietta will send an e-mail to members-at-large with a cc to the president-elect, to come to the board with a recommendation on how to structure the membership committee. Members at large will recommend a number of courses of action.

- 7.2 Long Range Planning. SIVB Foundation Update. D. Songstad
David summarized a conference call that he had with John Finer. John reported that he is working to establish guidelines for how to contribute to the endowment.
Donate button on the website.
- 7.3 Nominating 2012-2014 Election Nominees. Todd Jones
Todd, Michael and Fredy – SIVB board candidates: president elect: Eugene Elmore (need one more); vice president (Ted Klein, John Harbell), secretary (Mike Kane, Lia Campbell), Treasurer (Mark Jordan, Barbara Doonan), Member at large PBS (Dwight Tomes, Suhkpreet Sandhu), Member at large IVACS (Michael Fay), Publications (Barbara Reed, Guy Smagghe), public policy (Nancy Reichert, need one more, good if get IVACS); constitution and bylaws (Linda Jacobsen), Awards, (Jerry Ranch, Amy Wang), Education (Margaret Young, Sylvia Mitchell)
IVACS: (Brad Upham) chair – (Michael Dame) vice chair membership, secretary
Michael is contacting some of the young membership
vice chair program – needs additional people.
Plant chair (Harold Trick), vice chair (Mike Spenser and Sylvia Mitchell), secretary (Valerie Pence and Hong Luo), coordinator for oral competitions (Sukpreet has agreed to serve for one more year).

8.0 SECTION UPDATES

- 8.1 In Vitro Animal Cell Sciences Section Update, M. Fay
Michael Fay – one of the biggest issues is membership. Down to 84 members for IVACS – Trying to target young faculty. Grass roots efforts for recruitment – everyone contact one person, that will double membership. Suggested e-mailing all members to specifically ask to join. Finances are good. The program committee did a good job to organize and the sessions look good.
- 8.2 Plant Biotechnology Section Update F. Altpeter
Fredy asked for a volunteer for the plant program committee meeting to assist as (7-9) Vibha cannot attend . Wayne volunteered. 11 plant sessions. 40 invited speakers – 25 are pure plant speakers, 15 are joint speakers, cost was a little more than \$30,000 – we were quite successful with fund raising. \$40,000 in contributions, \$5,000 more coming. James Thompson, new junior co-chair. Junior co-chair for the following year is in mind. Only one judge cannot make it but John Finer has filled in.

Barbara Reed moved and Pam Weathers seconded to explore the possibility of changing our logo to include “Cellular and Developmental Biology” or some related phrase below the logo. MOTION PASSED

Action Item: Pam Weathers has agreed to be the board representative to work with Marietta to look into the possibility of changing our logo and provide some options.

Adjourn for lunch 11:50.

Reconvene: 1:06

Bill asked if there were additional item – none were mentioned

9.0 OTHER BUSINESS W. Smith

9.1 Annual Reports Approval, W. Smith

Tab 7 of the booklet. Bill asked if there were any comments or suggested. There were no comments. **Greg Phillips moved that we approve the annual report – Lucy Lee seconded that the annual report be approved. MOTION PASSED**

9.2 SIVB Business Meeting Agenda, W. Smith

9.3 Assignments and Review of Action Items J. Finer

Action Items:

Items 1-3 were old action items that were listed as ongoing. Items 4-8 are new action items, identified at this meeting

1. Marietta and Barbara Doonan will develop a current estimate of overhead expenses associated with publications and communicate it back to the BOD. Ongoing – work to complete before June.
2. Cindy Goodman is to contact student committee to find out how they can contribute to the Burroughs Wellcome-sponsored student workshop.
3. Public Policy (Pam Weathers) will draft an ethics statement or document that will be considered for adoption by the BOD.
4. Bill suggested that the sections ask for this information on student abstract affiliation if needed. He will follow-up to have information collected.
5. Bill will sit with Marietta about an after-meeting action report to make sure that the success from this year's meeting continues.
6. Marietta will present a short list of potential hotels to BOD within 2 weeks.
7. Marietta will send an e-mail to members-at-large with a cc to the president-elect, to come to the board with a recommendation on how to structure the membership committee. Members at large will recommend a number of courses of action.
8. Pam Weathers has agreed to be the board representative to work with Marietta to look into the possibility of changing our logo and provide some options.

Bill asked for last call for any new items.

Motion to adjourn was made by Pam Weathers, seconded by Mark Jordan, MOTION PASSED

Meeting was adjourned at 1:20 P